

**BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE
Scott R. Schulick, Chair
Delores E. Crawford, Vice Chair**

**Thursday, September 13, 2012
2:30 p.m. or immediately following
previous meeting**

**Tod Hall
Board Meeting Room**

AGENDA

- A. Disposition of Minutes for Meetings Held October 26, 2011; May 31, 2012; and July 27, 2012**
- B. Old Business**
- C. Committee Items**
 - 1. Human Resources**
 - a. Human Resources Action Items**
 - 1) Resolution to Modify Conflict of Interest Policy** **Tab 1**
Holly Jacobs, The University's General Counsel, will report.
 - 2) Resolution to Modify Persona Non Grata Policy** **Tab 2**
Holly Jacobs, The University's General Counsel, will report.
 - 3) Resolution to Ratify Faculty/Staff Appointments** **Tab 3**
Summary of appointments, promotions, and other personnel actions for faculty, professional/administrative and classified civil service staff for April 1, 2012, through June 30, 2012. Board of Trustees approval is required for faculty and professional/administrative staff appointments. Gene Grilli, Vice President for Finance and Administration, will report.

b. Human Resources Discussion Item

1) Report of Intercollegiate Athletics Subcommittee

A verbal report of the Intercollegiate Athletics Subcommittee will be presented. Delores E. Crawford will report.

2. General Counsel Update

a. General Counsel Update Discussion Item

1) Litigation Report

The University's General Counsel, Holly Jacobs, will provide a summary of litigation, personnel, and collective bargaining concerning YSU.

D. New Business

E. Adjournment

Explanation of Modifications to *Guidebook Policy*:

7001.01 Conflicts of Interest

This policy was modified to make necessary changes to update names and titles.

**RESOLUTION TO MODIFY
CONFLICTS OF INTEREST POLICY**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Conflicts of Interest, policy number 7001.01 of the *University Guidebook*, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

Title of Policy:	Conflicts of Interest
Responsible Office/Division:	Human Resources
Approving Officer:	Vice President for Finance & Administration
<i>Revision History:</i>	August 1997; December 2010; August 2012
Resolution Number(s):	YR 1998-16; YR 2011-52; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next Review:	2017

Policy: All employees are to avoid conflicts of interest and conflicts of commitment in the conduct of University business. Employees are also expected to avoid even the appearance of a conflict or impropriety.

Purpose: A conflict typically exists when financial or other personal considerations compromise or have the potential for or the appearance of compromising a person's objectivity in meeting University responsibilities, including research activities.

Employees may not engage in activities that interfere with performing job duties and responsibilities at the University. Employees are expected to avoid any situation which compromises job performance, loyalty, or stewardship to the University. This may be considered a conflict of commitment.

Employees are expected to avoid participating in decisions or actions on behalf of the University which may result in personal gain to the employee, or the employee's family or business associates. This may be considered a conflict of interest.

There are two main conflict of interest provisions in Ohio's ethics laws that apply to full and part-time employees of the University. First, Ohio Revised Code §102.03 prohibits employees from soliciting or accepting or influencing one to give anything of value when

it comes from a party who is interested in a pending matter or doing or seeking to do business with the University. Second, Ohio Revised Code §§2921.42 and 2921.43 prohibit public employees from having an interest in a public contract. These statutes also prohibit a public employee's family and business associates from having an interest in a public contract. There may be an exception to this prohibition, but it must be approved in advance through the Office of Contract Compliance. The employee must report the conflict on the "Conflict of Interest Certification Form." The following procedures are designed to ensure integrity in the conduct of University business.

Procedures:

1. Annually, all employees authorized to sign for expenditures or involved in making purchasing decisions on behalf of the University are required to complete a "Conflict of Interest Certification Form." The forms are retained in the Office of Contract Compliance. The Contract Compliance Officer and the Controller will review these forms and make any determinations necessary.
2. Employees are under a continuing obligation to update information on this form should circumstances change.
3. An employee unsure of the applicability of any of these procedures may consult with the Office of the Controller or the Office of Contract Compliance.
4. Employees are also expected, as soon as possible, to disclose to their department head any of the following:
 - Any employment at the University in addition to primary employment (i.e., part-time teaching position, etc.);
 - Outside employment;
 - Other interests or activities that require commitments of time that may interfere with meeting University obligations;
 - Use of supplies, equipment, or University resources for non-University purposes;
 - Receipt of gifts or entertainment, of more than nominal value, from suppliers of goods or services;
 - Receipt of gifts or entertainment, of more than nominal value, from persons associated or seeking association with the University; or
 - Use of confidential or privileged information acquired in the course of employment at the University for non-University purposes.

5. The department head will review the disclosed information to determine whether a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest exists. If the department head is uncertain as to whether a specific situation constitutes a conflict of interest, they shall consult with their superior.
6. If it is determined that a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest does exist, the department head and employee will together develop a written statement of action to manage, reduce, or eliminate the conflict situation. If the statement is mutually agreed upon, a copy will be submitted to the next highest level of authority.
7. If the department head and employee cannot mutually agree upon a statement of action, the situation will be referred to the appropriate dean/executive director or vice president for final determination.

UNIVERSITY GUIDEBOOK

Title of Policy:	Conflicts of Interest
Responsible Office/Division:	Human Resources
Approving Officer:	Vice President for Finance & Administration
<i>Revision History:</i>	August 1997; December 2010; August 2012
Resolution Number(s):	YR 1998-16; YR 2011-52; YR 2013-
Board Committee:	Internal University Affairs
EFFECTIVE DATE:	December 15, 2010
Next Review:	2017

Policy: All employees are to avoid conflicts of interest and conflicts of commitment in the conduct of University business. Employees are also expected to avoid even the appearance of a conflict or impropriety.

Purpose: A conflict typically exists when financial or other personal considerations compromise or have the potential for or the appearance of compromising a person's objectivity in meeting University responsibilities, including research activities.

Employees may not engage in activities that interfere with performing job duties and responsibilities at the University. Employees are expected to avoid any situation which compromises job performance, loyalty, or stewardship to the University. This may be considered a conflict of commitment.

Employees are expected to avoid participating in decisions or actions on behalf of the University which may result in personal gain to the employee, or the employee's family or business associates. This may be considered a conflict of interest.

There are two main conflict of interest provisions in Ohio's ethics laws that apply to full and part time employees of the University. First, Ohio Revised Code §102.03 prohibits employees from soliciting or accepting or influencing one to give anything of value when it comes from a party who is interested in a pending matter or doing or seeking to do business with the University. Second, Ohio Revised Code §§2921.42 and 2921.43 prohibit public employees from having an interest in a public contract. These statutes also prohibit a public employee's family and business associates from having an interest in a public contract. There may be an exception to this prohibition, but it must be approved in advance through the Office of Contract Compliance. The employee must report the conflict on the "Conflict of Interest Certification Form." The following procedures are designed to ensure integrity in the conduct of University business.

Procedures:

1. Annually, all employees authorized to sign for expenditures or involved in making purchasing decisions on behalf of the University are required to complete a "Conflict of Interest Certification Form." The forms are retained in the Office of ~~Financial Services and the Office of Procurement Services~~ Contract Compliance. The Contract Compliance Officer and the ~~Executive Director of Financial Services~~ Controller will review these forms and make any determinations necessary.
2. Employees are under a continuing obligation to update information on this form should circumstances change.
3. An employee unsure of the applicability of any of these procedures may consult with the Office of ~~Financial Services~~ the Controller or the Office of ~~Procurement Services~~ Contract Compliance.
4. Employees are also expected, as soon as possible, to disclose to their department head any of the following:
 - Any employment at the University in addition to primary employment (i.e., part-time teaching position, etc.);
 - Outside employment;
 - Other interests or activities that require commitments of time that may interfere with meeting University obligations;
 - Use of supplies, equipment, or University resources for non-University purposes;
 - Receipt of gifts or entertainment, of more than nominal value, from suppliers of goods or services;
 - Receipt of gifts or entertainment, of more than nominal value, from persons associated or seeking association with the University; or

- Use of confidential or privileged information acquired in the course of employment at the University for non-University purposes.
5. Department head will review the disclosed information to determine whether a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest exists. If the department head is uncertain as to whether a specific situation constitutes a conflict of interest, they shall consult with their superior.
 6. If it is determined that a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest does exist, the department head and employee will together develop a written statement of action to manage, reduce, or eliminate the conflict situation. If the statement is mutually agreed upon, a copy will be submitted to the next highest level of authority.
 7. If the department head and employee cannot mutually agree upon a statement of action, the situation will be referred to the appropriate dean/executive director or vice president for final determination.



Explanation of Modifications to *Guidebook Policy*:

7022.01 Persona Non Grata

This policy has been changed to accommodate conduct not limited to the physical campus and to include campus sponsored events.

**Board of Trustees Meeting
September 28, 2012
YR 2012-**



**RESOLUTION TO MODIFY
PERSONA NON GRATA POLICY**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Conduct on Campus/Persona Non Grata, policy number 7022.01 of the *University Guidebook*, to be retitled as Persona Non Grata, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting
September 28, 2012
YR 2012-**

UNIVERSITY GUIDEBOOK

Title of Policy:	Persona Non Grata
Responsible Division(s):	Finance and Administration; Student Affairs
Approving Officer(s):	Vice President for Finance and Administration Vice President/Student Affairs
<i>Revision History:</i>	June 1999; September 2009; July 2012
Resolution Number(s):	YR 2000-25; YR 2010-24; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: To maintain an effective learning, living, and working environment, it is essential that all employees, students, and visitors conduct themselves in a courteous, responsible, and law-abiding manner.

Definitions for purposes of this policy:

Employee - Any person on active employment status at the University.

Student - Any person currently registered for classes.

Visitor - Any person who is not a student or an employee.

Persona Non Grata: A person who has exhibited behavior that has been deemed detrimental to the University community and who is thus no longer permitted to be present on University owned or controlled property, or to have access to University services or events.

Detrimental Behavior: "Behavior that has been deemed detrimental to the University community" includes but is not limited to:

1. Obstruction or disruption of teaching, research, administration, disciplinary proceedings, or other official University activities.
2. Obstruction of the free-flow of pedestrian or vehicle traffic.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.
4. Unauthorized entry to or use of the building and grounds of the University.
5. Failure to comply with directions of University officials, YSU Police, or other law enforcement officers acting in performance of their duties, and failure to identify one's self to these persons when requested to do so.
6. Unauthorized use, possession, or distribution of narcotic or illegal drugs or alcoholic beverages.
7. Illegal or unauthorized possession or use of firearms, explosives, other weapons, dangerous chemicals, or fire extinguishers.
8. Theft of, or damage to, property of the University, a member of the University community, or a campus visitor.
9. Disorderly conduct; breach of the peace; aiding, abetting, or procuring another to breach the peace; or lewd, indecent, or obscene conduct or expression.
10. Any act of violence such as arson, assault, and/or homicide.
11. Violation of other University regulations and applicable city, state, or federal laws.

Parameters:

- These regulations are in no way intended to limit or restrict the Constitutional guarantees of freedom of speech and peaceful assembly.
- These regulations are designed to comply with the mandates of Section 3345.21 of the *Ohio Revised Code*.
- Violators of these regulations may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline which may include suspension or expulsion if a student, or suspension or termination if an employee and/or designation as persona non grata. When applicable, disciplinary action shall be conducted in accordance with Sections 3345.22 and 3345.23 of the *Ohio Revised Code*.

- YSU Police may be called upon to assist in the enforcement of these regulations and other regulations designed to preserve good order on the campus and to prevent disruption of the educational functions of the University.
- If necessary, the President, or designee, may seek the assistance of other appropriate law enforcement agencies.
- Violations of this policy by students are subject to procedures found in *The Code of Student Rights, Responsibilities, and Conduct (The Code)*.
- Employees covered by collective bargaining should refer to their respective agreement for additional information.
- The following Board policies address other forms of misconduct that may result in penalties in addition to those covered in this policy:
 - Board Policy 1013.01—Research, Grants, and Sponsored Programs
 - Board Policy 1014.01—Integrity in Research - Use of Human Participants
 - Board Policy 1015.01—Integrity in Research - Use and Care of Animals
 - Board Policy 1016.01—Scientific Misconduct
 - Board Policy 1017.01—Objectivity in Research - Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research
 - Board Policy 2002.01—Equal Opportunity Discrimination Complaint Procedures
 - Board Policy 2003.01—Discrimination/Harassment
 - Board Policy 4009.01—Use of University Computing Resources
 - Board Policy 9006.01—Professional Conduct of Faculty, Department Chairs, and Professional/Administrative Employees.

Procedures:

The following procedures apply to those situations in which an individual's behavior may result in determination of persona non grata status.

1. **Notice** – An individual accused of behavior detrimental to the University community shall be served with notice that such behavior is not acceptable and may result in a determination of persona non grata status.
 - a. The warning notice shall contain:
 - Name and last known address of the individual
 - The date, time and location of a hearing before a hearing panel along with the date by which the individual must contact the University General Counsel to confirm attendance at the hearing.

- A statement that failure to confirm attendance with the University General Counsel within the specified time limit may result in a determination as to persona non grata status being made without the accused individual being present.
 - A statement that the individual is on temporary persona non grata status at the University until the date and time, and pending the outcome, of the hearing referenced above.
- b. The notice may be issued only by the University President, or Vice Presidents. All notices must be reviewed by the University General Counsel before they are sent or delivered.
2. **Hearing:** A hearing will be held at the time, date, and location specified in the warning notice. All hearings will be held in private. The hearing panel, appointed by the Office of the University General Counsel, will be comprised of three individuals. At the hearing the individual accused of behavior detrimental to the University will be presented with the evidence against him/her and be given the opportunity to respond. The accused individual may be accompanied by another individual who may serve in an advisory capacity.
3. **Finding and Notification:** Written notification of the finding of the hearing panel shall occur within five business days of the hearing. If the finding is that the individual is deemed to be persona non grata, the notification will indicate whether the time period is specified or permanent.
4. The restrictions imposed by persona non grata status shall take effect upon receipt of the notification.
5. The University police are to be informed and are authorized to enforce the sanction of persona non grata. Others will be informed as appropriate.
6. Any person determined to be a persona non grata who violates the sanction imposed shall be deemed a trespasser and prosecuted accordingly.
7. **Review:**
- a. A written request for review may be made to the President or his/her designee at any time after a determination of persona non grata status.
 - b. The review shall be limited to an examination of procedural errors which may have occurred in the process or an examination of new evidence which became available after the finding.
 - c. The persona non grata status shall remain in effect pending the decision on the review.
 - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
 - e. The decision shall be final.

REDLINE VERSION
UNIVERSITY GUIDEBOOK

Title of Policy:	Conduct on Campus /Persona Non Grata
Responsible Division(s):	Finance and Administration; Student Affairs
Approving Officer(s):	Vice President for Finance and Administration Vice President/Student Affairs
<i>Revision History:</i>	June 1999; September 2009; July 2012
Resolution Number(s):	YR 2000-25; YR 2010-24; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

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2. Obstruction of the free-flow of pedestrian or vehicle traffic.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.
4. Unauthorized entry to or use of the building and grounds of the University.
5. Failure to comply with directions of University officials, YSU Police, or other law enforcement officers acting in performance of their duties, and failure to identify one's self to these persons when requested to do so.
6. Unauthorized use, possession, or distribution of narcotic or illegal drugs or alcoholic beverages.
7. Illegal or unauthorized possession or use of firearms, explosives, other weapons, dangerous chemicals, or fire extinguishers.
8. Theft of, or damage to, property of the University, a member of the University community, or a campus visitor.
9. Disorderly conduct; breach of the peace; aiding, abetting, or procuring another to breach the peace; or lewd, indecent, or obscene conduct or expression.
10. Any act of violence such as arson, assault, and/or homicide.
11. Violation of other University regulations and applicable city, state, or federal laws.

Parameters:

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- Violators of these regulations may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline which may include suspension or expulsion if a student, or suspension or termination if an employee and/or designation as *persona non grata*. When applicable, disciplinary action shall be conducted in accordance with Sections 3345.22 and 3345.23 of the *Ohio Revised Code*.

- YSU Police may be called upon to assist in the enforcement of these regulations and other regulations designed to preserve good order on the campus and to prevent disruption of the educational functions of the University.
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 - Board Policy 2002.01—Equal Opportunity Discrimination Complaint Procedures
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- A statement that failure to confirm attendance with the University General Counsel within the specified time limit may result in a determination as to persona non grata status being made without the accused individual being present.
 - A statement that the individual is on temporary persona non grata status at the University until the date and time, and pending the outcome, of the hearing referenced above.
- b. The notice may be issued only by the University President, or Vice Presidents. All notices must be reviewed by the University General Counsel before they are sent or delivered.
2. **Hearing:** A hearing will be held at the time, date, and location specified in the warning notice. All hearings will be held in private. The hearing panel, **appointed by the Office of the University General Counsel**, will be comprised of three individuals. At the hearing the individual accused of behavior detrimental to the University will be presented with the evidence against him/her and be **given** the opportunity to respond. The accused individual may be accompanied by another individual who may serve in an advisory capacity.
3. **Finding and Notification:** Written notification of the finding of the hearing panel shall occur within five business days of the hearing. If the finding is that the individual is deemed to be persona non grata, the notification will indicate whether the time period is specified or permanent.
4. The restrictions imposed by persona non grata status shall take effect upon receipt of the notification.
5. The University police are to be informed and are authorized to enforce the sanction of persona non grata. Others will be informed as appropriate.
6. Any person determined to be a persona non grata who violates the sanction imposed shall be deemed a trespasser and prosecuted accordingly.
7. **Review:**
- a. A written request for review may be made to the President or his/her designee at any time after a determination of persona non grata status.
 - b. The review shall be limited to an examination of procedural errors which may have occurred in the process or an examination of new evidence which became available after the finding.
 - c. The persona non grata status shall remain in effect pending the decision on the review.
 - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
 - e. The decision shall be final.

**RESOLUTION TO RATIFY
FACULTY/STAFF APPOINTMENTS**

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

WHEREAS, new appointments have been made subsequent to the June 13, 2012, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 2011-2012 Budget and with the University policy on Equal Employment Opportunity;

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

SUMMARY OF PERSONNEL ACTIONS

April 1, 2012 – June 30, 2012

Appointments – 16

New Positions – 1

- Professional/Administrative – 1
 - Manager of Processing and Employee Records – Human Resources

Replacement Positions – 15

- Professional/Administrative – 8
- Classified Civil Service – 7

Separations – 68

Resignations – 9

- Faculty – 4
- Professional/Administrative – 4
- Classified – 1

Retirement - 18

- Faculty – 17
- Professional/Administrative – 1

Contract not renewed – 11

- Faculty – 6
- Professional/Administrative – 5

Temporary appointment ended – 28

- Faculty – 28

Contract ended – 2

- Professional/Administrative – 2

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2012 - JUNE 30, 2012**

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
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April 2012

None.

May 2012

None.

June 2012

None.

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

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
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April 2012

Mr. Alvy Armstrong	M/C	Replacement \$63,540	Equipment Manager	Intercollegiate Athletics	4/16/2012	\$52,438 1.0	\$11,102 decrease
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Ms. Susan Shaw	F/C	Replacement \$57,622	Manager, HRIS	Human Resources	4/30/2012	\$80,000 1.0	\$22,378 increase
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May 2012

Ms. Mary Evans	F/C	Replacement \$43,730	Assistant Coach, Women's Basketball	Intercollegiate Athletics	5/1/2012	\$42,500 1.0	\$1,230 decrease
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Mr. Steve Hall	M/B	Replacement \$59,382	Assistant Coach, Men's Basketball	Intercollegiate Athletics	5/1/2012	\$55,000 1.0	\$4,382 decrease
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Mr. Jesse Potter	M/C	Replacement \$48,320	Assistant Director of Athletics	Intercollegiate Athletics	5/1/2012	\$44,654 1.0	\$3,666 decrease
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Mr. Kenneth Schindler	M/C	Replacement \$123,908	Associate VP for Information Technology	Information Technology	5/7/2012	\$141,000 1.0	\$17,092 increase
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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2012 - JUNE 30, 2012**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS

Ms. Deanna Parsons	F/C	Replacement \$51,740	Restricted Funds Coordinator	General Accounting	5/16/2012	\$46,000 1.0	\$5,740 decrease
Ms. Jennifer Lewis	F/C	New	Manager of Processing and Employee Records	Human Resources	5/21/2012	\$66,000 1.0	\$66,000 increase

June 2012

Ms. Debra LaRocca	F/C	Replacement \$83,886	Manager, Employee Benefits	Human Resources	6/4/2012	\$73,000 1.0	\$10,886 decrease
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CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY

NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
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April 2012

Ms. Darlene Aliberti	F/C	Replacement \$49,130	Secretary	Dental Hygiene(.50) & Deans Office(.50)	4/23/2012	\$32,115 1.0	\$17,015 decrease
Ms. Lisa Devore	F/C	Replacement \$50,627	Administrative Assistant 1	Chemistry	4/16/2012	\$39,312 1.0	\$11,315 decrease

May 2012

Ms. Yolanda Resatar	F/C	Replacement \$44,595	Purchasing Assistant	Bookstore	5/7/2012	\$30,722 1.0	\$14,540 decrease
Ms. Margaret Savko	F/C	Replacement \$48,402	Administrative Assistant 1	Office of Financial Aid & Scholarships	5/21/2012	\$33,862 1.0	\$14,540 decrease Temporary

June 2012

Ms. Kimberly Jenkins	F/C	Replacement \$47,986	Secretary	Maag Library	6/17/2012	\$35,630 1.0	\$12,356 decrease
Ms. Wendy Welsh	F/C	Replacement \$24,939	Secretary	Mathematics & Statistics	6/18/2012	\$16,058 .5	\$8,881 decrease

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2012 - JUNE 30, 2012**

CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE	COMMENTS
Ms. Faun Williams	F/B	Replacement \$49,878	Secretary	Equal Opportunity & Diversity	6/26/2012	\$32,115 1.0	\$17,763 decrease Temporary

SEPARATIONS

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

Ms. Kathryn Feld	F/C	Faculty	Professor	Health Professions	5/20/2012	\$93,642	
Dr. Michael Finney	M/C	Faculty	Professor	English	5/20/2012	\$93,189	
Ms. Madalyn Janosik	F/C	Faculty	Clinical Instructor	Nursing	5/20/2012	\$63,962	
Dr. Hong Kim	M/A	Faculty	Professor	Teacher Education	5/20/2012	\$90,556	
Dr. Donna McNierney	F/C	Faculty	Professor	Educ. Found., Res., Tech., and Ldrshp.	5/20/2012	\$91,679	
Dr. Michael Moseley	M/C	Faculty	Professor	Art	5/20/2012	\$96,373	
Dr. Louise Pavia	F/C	Faculty	Professor	Human Ecology	5/20/2012	\$75,674	
Dr. James Schramer	M/C	Faculty	Professor	English	5/20/2012	\$85,001	
Dr. Michael Theall	M/C	Faculty	Professor	Teacher Education	5/20/2012	\$88,676	
Dr. Joyce Feist-Willis	F/C	Faculty	Associate Professor	Teacher Education	5/31/2012	\$80,350	
Dr. Frank Castronovo	M/C	Faculty	Professor/Chair	Theater and Dance	6/30/2012	\$123,922	
Dr. Clement Psenicka	M/C	Faculty	Professor	Management	6/30/2012	\$110,866	

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
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SEPARATIONS							
NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS

RETIREMENTS:							
Dr. Gary Salvner	M/C	Faculty	Professor/Chair	English	6/30/2012	\$122,383	
Dr. Melissa Smith	F/C	Faculty	Professor	Foreign Languages & Literatures	6/30/2012	\$86,635	
Dr. Daniel Suchora	M/C	Faculty	Professor/Chair	Mechanical & Industrial Engineering	6/30/2012	\$128,411	
Dr. Ronald Tabak	M/C	Faculty	Professor	Physics and Astronomy	6/30/2012	\$102,921	
Dr. Homer Warren	M/B	Faculty	Associate Professor	Marketing	6/30/2012	\$109,522	
Dr. Bowers, Bege	F/C	P/A	Associate Provost for Academic Programs and Planning	Provost Office	6/30/2012	\$130,053	

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SEPARATIONS:							
Dr. Deborah Benyo	F/C	Faculty	Assistant Professor	Biological Sciences	5/20/2012	\$51,238	Temporary appointment ended
Dr. Lewis Caccia	M/C	Faculty	Assistant Professor	English	5/20/2012	\$50,991	Temporary appointment ended
Ms. Lori Carlson	F/C	Faculty	Instructor	Mathematics and Statistics	5/20/2012	\$50,607	Temporary appointment ended
Mr. Daniel Coyne	M/C	Faculty	Instructor	School of Technology	5/20/2012	\$57,739	Temporary appointment ended
Dr. John George	M/C	Faculty	Assistant Professor	School of Technology	5/20/2012	\$58,917	Temporary appointment ended

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NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
SEPARATIONS:							
Dr. Daryl Gross	M/C	Faculty	Instructor	School of Technology	5/20/2012	\$42,849	Temporary appointment ended
Dr. Jolien Helsel	F/C	Faculty	Assistant Professor	Economics	5/20/2012	\$53,579	Temporary appointment ended
Mr. Edmund Ickert	M/C	Faculty	Instructor	Computer Science and Information Systems	5/20/2012	\$52,746	Temporary appointment ended
Ms. Jaietta Jackson	F/B	Faculty	Instructor	Communication	5/20/2012	\$42,048	Temporary appointment ended
Dr. Charles Jeffords	M/C	Faculty	Assistant Professor	Educ. Found., Res., Tech., and Ldrshp.	5/20/2012	\$51,238	Temporary appointment ended
Ms. Sarah Jenyk	F/C	Faculty	Instructor	Economics	5/20/2012	\$38,689	Temporary appointment ended
Ms. Susan Kearns	F/C	Faculty	Instructor	Health Professions	5/20/2012	\$50,000	Temporary appointment ended
Dr. Christopher Mattheus	M/C	Faculty	Assistant Professor	Geological and Environmental Sciences	5/20/2012	\$51,238	Temporary appointment ended
Ms. Laura McCaskey	F/C	Faculty	Instructor	Marketing	5/20/2012	\$40,365	Temporary appointment ended
Ms. Colleen McLean	F/C	Faculty	Instructor	Geological and Environmental Sciences	5/20/2012	\$40,365	Temporary appointment ended
Ms. Dorian Mermer	F/C	Faculty	Instructor	Communication	5/20/2012	\$42,048	Temporary appointment ended

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NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
SEPARATIONS:							
Ms. Cathy Parrott	F/C	Faculty	Assistant Professor	Physical Therapy	5/20/2012	\$85,473	Temporary appointment ended
Mr. Thomas Pittman	M/C	Faculty	Instructor	English	5/20/2012	\$39,832	Temporary appointment ended
Mr. Michael Pontikos	M/C	Faculty	Instructor	Marketing	5/20/2012	\$40,365	Temporary appointment ended
Mr. Joseph Sanson	M/C	Faculty	Instructor	School of Technology	5/20/2012	\$46,575	Temporary appointment ended
Mr. Guy Shebat	M/C	Faculty	Instructor	English	5/20/2012	\$39,832	Temporary appointment ended
Mr. Frank Sole	M/C	Faculty	Instructor	Management	5/20/2012	\$42,364	Temporary appointment ended
Ms. Kathryn Tessmer	F/C	Faculty	Assistant Professor	Human Performance and Exercise Science	5/20/2012	\$53,978	Temporary appointment ended
Ms. Cynthia Vigliotti	F/C	Faculty	Instructor	English	5/20/2012	\$41,074	Temporary appointment ended
Ms. Donna Walsh	F/C	Faculty	Instructor	Marketing	5/20/2012	\$41,778	Temporary appointment ended
Dr. Melinda Wolford	F/C	Faculty	Assistant Professor	Counseling & Special Education/Center of Excellence	5/20/2012	\$51,238	Temporary appointment ended
Ms. Karla Wyant	F/C	Faculty	Instructor	Social Work	5/20/2012	\$42,367	Temporary appointment ended

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NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
SEPARATIONS:							
Mr. Mark Zetts	M/C	Faculty	Instructor	Human Ecology	5/20/2012	\$54,163	Temporary appointment ended
Mr. Robert H. Cole	M/C	Faculty	Instructor	Dana School of Music	5/20/2012	\$19,350	Non renewal
Dr. Dennis Latess	M/C	Faculty	Assistant Professor	HPES/Teacher Education	5/20/2012	\$56,247	Non renewal
Dr. Benjamin McGee	M/B	Faculty	Assistant Professor	Counseling, Special Education and School Psychology	5/20/2012	\$66,593	Non renewal
Ms. Laurie Sanders-Katrych	F/C	Faculty	Instructor	Human Ecology	5/20/2012	\$38,689	Non renewal
Mr. Ronald Slipski	M/C	Faculty	Instructor	Political Science	5/20/2012	\$38,689	Non renewal
Mr. Larry Zielke	M/C	Faculty	Instructor	Human Ecology	5/20/2012	\$52,215	Non renewal
Dr. Lorna Gallagher	F/C	Faculty	Postdoctoral	Biological Sciences	5/31/2012	\$37,500	Resignation
Dr. Barbara O'Connor	F/C	Faculty	Assistant Professor	Teacher Education	5/31/2012	\$52,752	Resignation
Dr. Amber Eade	F/C	Faculty	Assistant Professor	Psychology	6/30/2012	\$52,756	Resignation
Ms. Nicky Newton	F/C	Faculty	Assistant Professor	Psychology	6/30/2012	\$51,238	Resignation
Mr. Michael Cretella	M/C	Classified	University Law Enforcement Officer	Police	6/30/2012	\$72,363	Accepted P/A position
Mr. Byron Thorne	M/B	P/A	Assistant Coach, Men's Basketball	Intercollegiate Athletics	4/30/2012	\$59,382	Resignation
Mr. Robert Pizzuto	M/C	P/A	Assistant Coach, Baseball	Intercollegiate Athletics	5/31/2012	\$18,258	Non renewal
Ms. Jennifer Vladic	F/C	P/A	Housing Coordinator	Housing and Residence Life	6/7/2012	\$32,001	Resignation
Mr. Benjamin Blake	M/C	P/A	University Archivist	Maag Library	6/30/2012	\$60,000	Non renewal

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NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
SEPARATIONS:							
Ms. Mari Jean Benedik	F/C	P/A	Director, Career and Counseling Services	Career and Counseling Services	6/30/2012	\$53,574	Non renewal
Ms. Erica Chung	F/A	P/A	Assistant Athletic Trainer	Intercollegiate Athletics	6/30/2012	\$39,385	Resignation
Mr. Joseph Edwards	M/C	P/A	Interim Special Associate to the Dean	BCOE	6/30/2012	\$42,000	Contract ended
Ms. Michelle Jordan	F/C	P/A	Assistant Coach, Softball	Intercollegiate Athletics	6/30/2012	\$17,745	Contract ended
Mr. Edward Marko	M/C	P/A	Assistant Coach, Baseball	Intercollegiate Athletics	6/30/2012	\$31,868	Non renewal
Mr. Richard Pasquale	M/C	P/A	Head Coach, Baseball	Intercollegiate Athletics	6/30/2012	\$50,240	Non renewal
Ms. Jacqueline Robertson	F/B	P/A	Assistant Director	Housing and Residence Life	6/30/2012	\$41,672	Resignation

*Race abbreviation codes:

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

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

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

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

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