

**BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE**

Leonard D. Schiavone, Chair
Harry Meshel, Vice Chair
All Trustees are Members
James P. Tressel, *Ex-Officio*

**BACKGROUND MATERIALS
Thursday, December 4, 2014**

- 1. Human Resources Update** **Tab 1**
An update on current accomplishments and priorities for moving forward.
- 2. Human Resources Update on Position Searches** **Tab 2**
All listed searches in progress.
- 3. ULP's/Grievances** **Tab 3**
Status of Unfair Labor Practices and Grievances.
- 4. Classified Civil Service Personnel Actions** **Tab 4**
Summary of all personnel actions approved by the Chief Human Resources Officer serving as the appointing authority for classified staff.
- 5. Diversity and EDGE Spend Report** **Tab 5**
First quarter Diversity Spend Report with detail.
- 6. Summary of Staffing Levels by Race and Gender** **Tab 6**
This report provides a comparison of the workforce demographics in terms of race and gender in September 2013 and September 2014.
- 7. Report on Hiring Activity** **Tab 7**
This report will show strategic hiring activity pursuant to policy 2004.01 Search Waivers for Strategic Hiring.
- 8. Administrative Appointments and Reappointments** **Tab 8**
A list of chairpersons who were appointed or reappointed for the 2014-2015 academic year.
- 9. Tenure List** **Tab 9**
A list of faculty who were awarded tenure to take effect 2015-2016.

BACKGROUND MATERIALS:
University Affairs Committee

TAB 1: Human Resources Update

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer

HIGHLIGHTS OR ISSUES:

- Three positions were abolished in the Office of Human Resources as a component of the University's efforts to deal with the budget deficit.
- We are continuing to use LawRoom to provide online training to all employees on federal and state mandated topics.
- As of November 2014 a tentative agreement was reached with the YSU-OEA on a three year agreement.

TAB 2: Human Resources Update on Position Searches

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer, and Jennifer Lewis, Manager, Processing & Employee Records

HIGHLIGHTS OR ISSUES:

- 20 searches currently in progress, 7 Part-time Faculty, 8 Professional-Administrative, 4 Externally Funded and 1 Classified.

TAB 3: ULP's/Grievances

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer

HIGHLIGHTS OR ISSUES:

- Total of 27 grievances have been filed from January 1 through September 30, 2014 (15-ACE, 4-APAS, 7-OEA and 1-FOP).

TAB 4: Classified Civil Service Personnel Actions

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer

HIGHLIGHTS OR ISSUES:

- Pursuant to University Guidebook Policy No. 7021.01, Classified Civil Service Employees, The Chief Human Resources Officer serves as the designated appointing authority for classified staff.
- Attached are the Classified Staff Personnel Actions approved by the appointing authority.

TAB 5: Diversity and EDGE Spend Reports

STAFF CONTACT: Bill Wheelock, Director of Procurement Services

HIGHLIGHTS OR ISSUES:

- Diversity Spend Report captures dollars and percentages of University spend placed with various diverse groups, including minority, disability challenged, recycled materials, veteran and woman owned and EDGE.
- Total Diversity and EDGE spending was \$755,191 for the first quarter compared to \$615,159 in the prior year.
- Spending as a percentage of addressable spend increased slightly over the prior year.

TAB 6: Summary of Staffing Levels by Race and Gender

STAFF CONTACT: Cindy Kravitz, Director of Equal Opportunity and Policy Compliance

HIGHLIGHTS OR ISSUES:

- Matrix showing comparison of staffing levels between September 30, 2013 and September 30, 2014.

TAB 7: Report on Hiring Activity

STAFF CONTACT: Cindy Kravitz, Director of Equal Opportunity and Policy Compliance

HIGHLIGHTS OR ISSUES:

- Report consists of recommendations for strategic hiring for FY 2013-2014 approved pursuant to Policy 2004.01/Search Waivers for Strategic Hiring.

TAB 8: Administrative Appointments and Reappointments

STAFF CONTACT: Dr. Martin Abraham, Interim Provost and Vice President for Academic Affairs

HIGHLIGHTS OR ISSUES:

- Dr. W. Gregg Sturrus became the Interim Dean of STEM on October 8, 2014, leaving a vacancy for department chairperson. Dr. James Andrews has been approved to fill the position of Acting Chairperson.

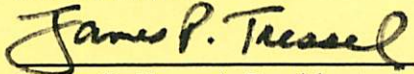
TAB 9: Tenure List

STAFF CONTACT: Dr. Martin Abraham, Interim Provost and Vice President for Academic Affairs

HIGHLIGHTS OR ISSUES:

- Eighteen faculty members applied for tenure for the 2015-16 academic year. Sixteen were granted; two were denied.

REVIEWED:

A handwritten signature in black ink that reads "James P. Tressel". The signature is written in a cursive style with a large, prominent initial "J".

James P. Tressel, President

Office of Human Resources Update

November 2014

General:

In September and October three positions were abolished in the Office of Human Resources as a component of the University's efforts to deal with the budget deficit. Steve Lucivjansky, Manager, Employment, Sue Jones, Employee Benefits Representative, and Carol O'Brian, Administrative Assistant 1 positions were eliminated requiring some reorganization within the department and some reassignment of the duties and responsibilities of the remaining staff members.

Employment:

Steve Lucivjansky, Manager, Employment was laid off effective October 23, 2014. With his departure the Employment responsibilities have been assigned to Jennifer Lewis. Jennifer will be adding the employment work to her current responsibilities over the processing staff and the employee records unit.

Employee Records & Processing:

Jennifer Lewis, Manager of Processing and Personnel Records continues to oversee the entry of information in the HR/Payroll module of Banner. Additionally, she has spent a significant amount of time transferring the employment functions to her area. She will be managing the employment function and supervising the three staff members engaged in employment and associated areas in addition to the current staff in the processing area.

HRIS:

Alisha Yanniello, Manager, HRIS continues to provide leadership in the in identifying and implementing the utilization of the Banner system. She has been engaged in a variety of projects to convert hiring and other processes to an electronic format.

Benefits:

Debby LaRocco, Manager, Employee Benefits left the University in early September to accept a similar position with Florida Gulf Coast University. The position is vacant at this moment. The fall open enrollment for health care, prescription drug, vision and the dental plans has been completed. As reported previously, the dental and vision plans will convert from self-insured to fully insured products effective January 1, 2015.

Affordable Care Act – The measures that we put in place to ensure that we are able to track hours are being tested to make certain that we are prepared for the full implementation of the ACA.

Wellness – Carrie Clyde continues to offer a variety of wellness programs including information sessions and physical activities.

Training:

Rosalyn Donaldson, Technology and Training Coordinator, has conducted various surveys to assess training needs for supervisory personnel. She will utilize the information gathered from the surveys to identify additional training programs.

We have engaged a vendor, LawRoom to provide online training to all employees on federal and state mandated topics. The topics which include: Preventing Harassment and Discrimination and Preventing Workplace Violence for faculty and staff. LawRoom provides a library of additional topics which we hope to utilize for future supervisory training.

Labor Relations:

Al Boggs, Director of Labor Relations has been serving as the University's Chief Negotiator in the bargaining with ACE. As of November, 2014 a tentative agreement was reached with the YSU-OEA on a three year agreement.

State Personnel Board of Review:

We are waiting the scheduling of hearing on the appeals from the recent layoffs and job abolishment.

State Employment Relations Board:

All of the University's unit clarification petitions for ACE positions have been recommended by the Administrative Law Judge subject to adoption by the board. The SERB board has accepted the report and recommendations moving the Systems Administrator, Coordinator of Financial Systems and Interfaces and the Senior Financial Analyst to the APAS bargaining unit. The other clarifications await final SERB action.

Current Postings – 8/16/14 to 10/31/14

Faculty

College of Education

- Part-time Instructor – Student Teaching Supervisor – Teacher Education
- Part-time Faculty – Teacher Education

College of Health and Human Services

- Part-time Faculty – Open Water Skin and Scuba Instructor
- Part-time Faculty – Yoga Instructor

College of Liberal Arts and Social Sciences

- Part-time Faculty Instructor – English
- Part-time Faculty – Reading and Study Skills

College of Science, Technology, Engineering and Mathematics

- Part-time Instructor – Mathematics

Professional/Administrative

- Assistant Men's and Women's Tennis Coach – Athletic Administration
- Associate Provost and Dean of Graduate Studies and Research
- Regional Admissions Officer – Undergraduate Admissions
- Environmental Health and Safety Specialist – Environmental Health
- Facilities Engineer – Facilities Maintenance
- Manager, Employee Benefits – Human Resources
- Research Associate – Dean Class
- Assistant Softball Coach – Athletic Administration

Externally Funded Positions

- Instruction Specialist 1 – Rich Center for Autism
- Center Operations Coordinator – Rich Center for Autism
- Associate Director of Development – Rich Center for Autism
- Behavior Analyst – Rich Center for Autism

Classified Civil Service

- Intermittent University Police Officer 1

Summary of Union Grievances filed January 1, 2014 – September 30, 2014

<i>ACE</i>	Filed:	15	Issues include position excluded from bargaining unit, healthcare reserve funds, overtime opportunities, and notification to abolished employees, calculation of retention points, layoff/displacements, transfer, employee discipline
	Closed:	2	
	Outstanding:	13	
<i>APAS</i>	Filed:	4	Issues include healthcare reserve funds, position duties, timeline
	Closed:	0	
	Outstanding:	4	
<i>OEA</i>	Filed:	7	Issues include healthcare reserve funds, flooding, reprimand, failure to provide requested information and hostility
	Closed:	1	
	Outstanding:	6	
<i>FOP</i>	Filed:	1	Prior public service for vacation accrual
	Closed:	0	
	Outstanding:	1	

Known Arbitrations (grievances filed 2006-2014)*

<i>ACE</i>	74	Issues include bargaining unit work, job audits, recruitment and selection, conversion of pay scales, monitoring of healthcare budget and expenses, miscalculated negotiated pay, overtime violation, job postings, ERIP violation, employee discipline/suspension, layoff/displacement notices, and voluntary budget reductions Outside attorneys have been assigned for 27; 5 arbitrators have been selected. <ul style="list-style-type: none">• Ongoing: #350 – Vacancy, AA4, procedure not followed in HR
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- * **The University and ACE have agreed to attempt to combine the same or similar grievances in order to reduce the number of arbitrations.**

Unfair Labor Practice – 1

Issue: Allegation of retaliation

Summary of Union Grievances filed January 1, 2009 – December 31, 2013

ACE	Filed:	358	
		197	Issues include job audits, job postings, bargaining unit work to non-bargaining unit members, discipline, suspension, termination, back pay, personal leave conversion, healthcare budget and expenses, miscalculated pays, job descriptions, overtime opportunities, conversion of back pay, ERIP violation, OPERS information, layoff during winter break, expeditious investigation, layoff/displacement notices, separation pay, and voluntary budget reductions
		161	Timeliness issue
	Closed:	288	
	Outstanding:	70	
APAS	Filed:	43	
	Closed:	43	
	Outstanding:	0	
OEA	Filed:	30	
	Closed:	30	
	Outstanding:	0	
FOP	Filed:	10	
	Closed:	10	
	Outstanding:	0	

SUMMARY OF PERSONNEL ACTIONS
Classified Employees
8/16/14 through 10/31/14

Appointments – 0

Separations – 14

- Classified Civil Service – 5
- Classified Excluded – 9

Reclassifications – 1

- Classified Civil Service – 1

Promotions – 0

Transfers – 1

- Classified Civil Service – 1

Salary Adjustments – 1

- Classified Civil Service – 1

Displacements – 13

- Classified Civil Service – 10
- Classified Excluded – 3

Layoffs – 9

- Classified Civil Service – 9

**YOUNGSTOWN STATE UNIVERSITY
 CLASSIFIED EMPLOYEE
 PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	SALARY
None						

YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
SEPARATIONS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	SALARY
Filicky, James	ACE	Electrician 2	Facilities	8/31/2014	1.00	\$53,089.60
Naome, Erin	ACE	Data Security Analyst 2	Network Security	9/12/2014	1.00	\$80,184.00
Pullium, Christine	ACE	Administrative Assistant 2	Kilcawley	10/31/2014	1.00	\$64,771.20
Schmitt, Robert	ACE	Laboratory Machinist	Dean-STEM	8/29/2014	1.00	\$63,318.40
Young, Ashleigh	ACE	Administrative Assistant 1	Kilcawley	10/23/2014	1.00	\$34,548.80
Campana, Ty	ACE Excluded	Intermittent Cashier	Bookstore	9/1/2014	0.50	\$15,433.60
Campbell, Joy	ACE Excluded	Intermittent Cashier	Bookstore	9/1/2014	0.50	\$15,662.40
Copploe, Christopher	ACE Excluded	Intermittent Cashier	Bookstore	9/1/2014	0.50	\$15,433.60
Eakin, Sherri	ACE Excluded	Intermittent Cashier	Bookstore	9/1/2014	0.50	\$15,215.20
Hill, Ashley	ACE Excluded	Intermittent Cashier	Bookstore	9/6/2014	0.50	\$15,433.60
Huff, Kalyn	ACE Excluded	Intermittent Cashier 1	Bookstore	9/1/2014	0.50	\$15,433.60
Lisko, Mary Ann	ACE Excluded	Intermittent Data Processor	Development	9/1/2014	0.50	\$14,768.00
Martinko, Alicia	ACE Excluded	Intermittent Cashier	Bookstore	9/1/2014	0.50	\$15,433.60
Vrable, Dianne	ACE Excluded	Intermittent Cashier 1	Bookstore	9/1/2014	0.50	\$15,662.40

**YOUNGSTOWN STATE UNIVERSITY
 CLASSIFIED EMPLOYEE
 PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
RECLASSIFICATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
Betsa, Frank	ACE	Data Security Supervisor 1	Network Security	3/9/2014	1.00	\$82,243.20	\$77,792.00

**YOUNGSTOWN STATE UNIVERSITY
 CLASSIFIED EMPLOYEE
 PERSONNEL ACTIONS 8/16/14 THORUGH 10/31/14
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
None							

YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
TRANSFERS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	SALARY
Helton, Cynthia	ACE	Administrative Assistant 3	Enrollment Planning & Mgmt.	10/20/2014	1.00	\$64,313.60

YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
SALARY ADJUSTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Vosch, April	ACE	Secretary 1	English	8/24/2014	0.63	\$21,922.99	0.50	\$17,399.20

YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
DISPLACEMENTS RESULTING FROM LAYOFF

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE	FTE	NEW DEPARTMENT	DATE DISPLACED
Aliberti, Darlene	ACE	Secretary	0.50	Community Counseling	9/28/2014
Bella, Cynthia	ACE	Administrative Assistant 3	1.00	WYSU-FM	10/24/2014
Grabaskas, Jean	ACE	Secretary	1.00	Dean STEM	10/7/2014
Kyte, Amy	ACE	Administrative Assistant 1	1.00	Nursing	9/22/2014
Lewis, Joel	ACE	Audio Visual Production Specialist	1.00	Marketing/Communications	9/22/2014
Mays, Carla	ACE	Secretary	0.50	Dean STEM	9/22/2014
Miller, Jenifer	ACE	Secretary	0.50	STEM -Math & Statistics	10/7/2014
Schmalzried, Pam	ACE	Secretary	1.00	Dean BCHHS	9/29/2014
Shargo, Megan	ACE	Administrative Assistant 1	0.63	Jambar	9/29/2014
Wittkugle, Laurie	ACE	Administrative Assistant 2	1.00	Dean STEM	10/24/2014
Bidwell, Christine	ACE Excluded	Executive Secretary 1	1.00	Dean BCOE	10/7/2014
Lucivjansky, Stephen	ACE Excluded	Administrative Assistant 4	1.00	Bursar	10/24/2014
O'Brian, Carol	ACE Excluded	Administrative Assistant 1	1.00	Police	9/29/2014

YOUNGSTOWN STATE UNIVERSITY
CLASSIFIED EMPLOYEE
PERSONNEL ACTIONS 8/16/14 THROUGH 10/31/14
LAYOFFS AS A RESULT OF POSITION ABOLISHMENT

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF LAYOFF	FTE	SALARY
Cavour, Meredith	ACE	Secretary	Dean STEM	9/21/2014	0.50	\$16,380.00
Dota, Mary	ACE	Administrative Assistant 1	Jambar	9/28/2014	0.63	\$24,517.48
Ingold, William	ACE	Printing Machine Operator 2	Printing Services	9/14/2014	1.00	\$49,961.60
Jones, Susan	ACE	Benefits Management Representative	Human Resources	9/14/2014	1.00	\$47,777.60
Kenny-Vadala, Denell	ACE	Secretary	Community Counseling	9/28/2014	0.50	\$16,380.00
O'Neill, Nancy	ACE	Computer Operator 2	ITS Operations	9/14/2014	1.00	\$37,480.60
Palmer, Bruce	ACE	Audio Visual Production Specialist	Marketing/Communications	9/21/2014	1.00	\$42,265.60
Robich, Laura	ACE	Administrative Assistant 1	Nursing	9/21/2014	1.00	\$36,108.80
Welsh, Wendy	ACE	Secretary	STEM- Math & Statistics	10/6/2014	0.50	\$16,380.00

Youngstown State University
FY2015 First Quarter Diversity Spend Report
July 1, 2014 - September 30, 2014

	First Quarter	Year to Date	Percent of Addressable	Prior Year to Date	Percent of Addressable
Diversity Spend - Goods and Services (excludes EDGE and construction)					
MBE - Ohio Certified	\$259,726	\$259,726	6.74%	\$82,442	1.73%
MBE - Other Certified	72,574	72,574	1.88%	183,583	3.86%
Disability Challenged	90,807	90,807	2.36%	145,510	3.06%
Recycled Materials	35,757	35,757	0.93%	23,893	0.50%
Veteran Owned	98,127	98,127	2.55%	13,890	0.29%
Woman Owned	48,830	48,830	1.27%	38,795	0.82%
Total Diversity Spend	\$605,821	\$605,821	15.73%	\$488,113	10.27%
Total Addressable Spend - Goods and Services	\$3,854,462	\$3,854,462	100.00%	\$4,754,381	100.00%

	First Quarter	Year to Date	Percent of Addressable	Prior Year to Date	Percent of Addressable
EDGE Spend - Goods, Services, and Construction					
EDGE - Ohio Certified - Construction	\$149,370	\$149,370	1.87%	\$127,046	1.38%
Total EDGE Spend	\$149,370	\$149,370	1.87%	\$127,046	1.38%
Total Addressable Spend - Goods, Services, and Construction	\$8,003,668	\$8,003,668	100.00%	\$9,183,391	100.00%

Youngstown State University
Diversity Spend Detail Report - Goods and Services (excludes EDGE and construction)
July 1, 2014 - September 30, 2014

Minority Business Enterprise (MBE) - Ohio Certified

Name	Address	Type of Contract	Purchases
AG PrintPromo Solutions	540 Graham Road, Cuyahoga Falls, Ohio 44221	Printing Services	\$349
American Maintenance Services Inc.	241 Federal Plaza West, Suite 303, Youngstown, Ohio 44503	Janitorial Services	2,799
B R Johnson Cleaning Services	P.O. Box 282, Akron, Ohio 44309	Janitorial Services	45,730
Brown Enterprise Solutions	5935 Wilcox Place, Suite E, Dublin, Ohio 43016	Computer Supplies	197,073
Northern Flooring Specialists	5281 W. 161 Street, Brookpark, Ohio 44142	Flooring Supplies	13,775
Subtotal - MBE - Ohio Certified			<u>\$259,726</u>

Minority Business Enterprise (MBE) - Other Certified

Name	Address	Type of Contract	Purchases
L J Contractors	1144 Miami Avenue, Youngstown, Ohio 44505	Painting	\$8,400
SBM Management Services	5241 Arnold Avenue, McClellan, California 95652	Janitorial Maintenance	58,938
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	537
Symplicity Corporation	17890 W. Dixie Highway, North Miami Beach, Florida 33160	IT Software	4,500
Zymo Research Corporation	17062 Murphy Avenue, Irvine, California 92614	Lab Supplies	199
Subtotal - MBE - Other Certified			<u>\$72,574</u>

Disability Challenged

Name	Address	Type of Contract	Purchases
Compass Family Services	535 Marmion Avenue, Youngstown, Ohio 44502	Janitorial Services	\$90,720
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	87
Subtotal - Disability Challenged			<u>\$90,807</u>

Recycled Materials

Name	Address	Type of Contract	Purchases
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$35,757
	Subtotal - Recycled Materials		\$35,757

Veteran Owned

Name	Address	Type of Contract	Purchases
Bunting Graphics Inc.	20 River Road, Verona, Pennsylvania 15147	Printer	\$18,434
Discount Cash Register	P.O. Box 3633, Youngstown, Ohio 44513	Cash Register Maintenance	60
Mahoning Valley Water Inc.	11379 South Avenue, North Lima, Ohio 44452	Maintenance Supplies	51
NPI Audio Visual	26500 Renaissance Parkway, Cleveland, Ohio 44128	Audio Visual Equipment	74,963
Service Wholesale Inc.	2825 Hankle Drive, Lebanon, Ohio 45036	Maintenance Supplies	1,457
Vacumetrics	Unit A, 4538 Westinghouse Street, Ventura, California 93003	Scientific Supplies	3,162
	Subtotal - Veteran Owned		\$98,127

Woman Owned

Name	Address	Type of Contract	Purchases
Data Ticket Inc.	4600 Campus Drive, Newport Beach, California 92660	Parking Software	\$196
DeGeorge Ceiling Company	1177 Krumroy Road, Akron, Ohio 44306	Maintenance Supplies	6,000
LEAP	23205 N 39th Way, Phoenix, Arizona 85050	Educational Services	884
LM Cases	2720 Intertech Drive, Youngstown, Ohio 44509	Photo Supplies	3,000
Protect-N-Shred	P.O. Box 85, Cortland, Ohio 44410	Document Shredding	2,276
Red Diamond Uniform & Police Supply	4437 Mahoning Avenue, Youngstown, Ohio 44515	Public Safety Supplies	5,479
Roar Postal Supplies & Solutions	10600 W. 108th Terrace, Overland Park, Kansas 66210	Postal Supplies	330
Ryan Carpet Sales & Services Inc.	70 Victoria Road, Austintown, Ohio 44515	Flooring	24,328
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	426
Union Eyes Optical Inc.	Suite B, 229 Churchill Hubbard Road, Youngstown, Ohio 44505	Public Safety Supplies	345
Warren Fire Equipment	6880 Tod Avenue SW, Warren, Ohio 44481	Fire Systems	5,546
Wendell August Forge	620 Madison Avenue, Grove City, Pennsylvania 16127	Merchandise	20
	Subtotal - Woman Owned		\$48,830
	Total Diversity Spend		\$605,821

**Youngstown State University
EDGE Spend Detail Report
July 1, 2014 - September 30, 2014**

Encouraging Diversity, Growth, and Equity (EDGE) - Ohio Certified
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Name	Address	Project	Purchases
Dawn Incorporated	1352 Springwood Trace S.E., Warren, Ohio 44484	Harrison Commons	\$10,500
Massillon Construction and Supply	1322 Erie Street, Massillon, Ohio 44646	Beeghly Roof	43,000
RJS Dean	704 E. Midlothian Blvd., Youngstown, Ohio 44502	Campus Elevator	6,000
T.C. Redi-Mix Inc.	2400 Poland Avenue, Youngstown, Ohio 44502	Campus Wide Concrete	43,818
ThermoTec Insulation Inc.	10866 Prouty Road, Painesville, Ohio 44077	Campus Elevator	2,300
Western Reserve Mechanical	3041 South Main Street, Niles, Ohio 44446	Athletic Fields	43,752
	Total EDGE Spend		<u><u>\$149,370</u></u>

Youngstown State University
Office of Equal Opportunity & Policy Compliance

Summary of Staffing Levels By Race and Gender September 30, 2013 to September 30, 2014

30-Sep-13	Caucasian		African American		Hispanic		Asian		Native American		Unknown or Multi		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	193	150	17	15	4	3	23	15	0	0	10	4	434
Professional/Admin.	113	131	9	14	3	3	3	4	0	2	40	20	342
Classified	108	157	10	18	3	6	0	0	1	1	21	35	360
External Funded	15	39	0	6	0	0	0	1	0	0	3	7	71
Total	429	477	36	53	10	12	26	20	1	3	74	66	1207

9/30/2014	Caucasian		African American		Hispanic		Asian		Native American		Unknown or Multi		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	182	149	16	13	4	1	25	16	0	0	15	13	434
Professional/Admin.	133	138	11	11	4	3	3	3	0	2	12	9	329
Classified	111	161	10	18	4	6	0	0	0	1	14	26	351
External Funded	18	39	0	5	0	0	0	1	0	0	2	8	73
Total	444	487	37	47	12	10	28	20	0	3	43	56	1187

Difference	Caucasian		African American		Hispanic		Asian		Native American		Unknown or Multi		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	-11	-1	-1	-2	0	-2	2	1	0	0	5	9	0
Professional/Admin.	20	7	2	-3	1	0	0	-1	0	0	-28	-11	-13
Classified	3	4	0	0	1	0	0	0	-1	0	-7	-9	-9
External Funded	3	0	0	-1	0	0	0	0	0	0	-1	1	2
Total	15	10	1	-6	2	-2	2	0	-1	0	-31	-10	-20

Guidelines provided by U.S. Office of Management & Budget

Caucasian - not of Hispanic origin - Origins in any of the original people in Europe, North Africa or the Middle East.

African American - not of Hispanic origin - Origins in any black racial group.

Hispanic - Origins of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture, regardless of race.

Asian or Pacific Islander - Origins in any of the original peoples of the Far East, SE Asia, the Indian Subcontinent, or Pacific Islands.

American Indian or Alaskan Native - Origins in any of the original people of North America who maintain cultural identification through tribal affiliation or community recognition.

*Faculty included full-time faculty, department chairs and other faculty exempt from the bargaining unit; does not include part-time faculty

Office of Equal Opportunity and Policy Compliance
Hiring Activity under Policy 2004.01/Search Waivers for Strategic Hiring
FY 2013-2014

Date: January 2, 2014

Requestor: Dr. Hazel Marie, Chairperson

Department/Unit: Department of Mechanical and Industrial Engineering/STEM

Position: Term Part Time Assistant Professor for Spring Semester 2014

Rationale: Immediate need for part-time faculty for spring 2014 semester to teach and support current research.

Date: March 28, 2014

Requestor: Dr. Martin Abraham, Chairperson

Department/Unit: STEM College

Position: Grant-funded; Coordinator, Technology-based Economic Development

Rationale: Original Coordinator left prior to fulfillment of grant and STEM; replacement available immediately to complete grant work.

Date: May 6, 2014

Requestor: Dr. Karen Giorgetti, Chairperson

Department/Unit: Department of Psychology

Position: One-year/non-tenured faculty position

Rationale: Late notice given by F/T faculty member vacating position leaving insufficient time to conduct national search.

Date: July 1, 2014

Requestor: Dr. Bruce Keillor, Chairperson

Department/Unit: Department of Marketing/WCBA

Position: Sales Instructor/Non-tenure

Rationale: No current faculty with expertise to teach Professional Selling which would force the cancellation of 3 course sections with a total enrollment of 73 students.

UNIVERSITY GUIDEBOOK

Title of Policy:	Search Waivers for Strategic Hiring
Responsible Division/Office:	Equal Opportunity and Policy Compliance
Approving Officer:	President
<i>Revision History:</i>	June 2006; June 2011; March 2013
Resolution Number(s):	YR 2006-55; YR 2011-113; YR 2013-45
Board Committee:	University Affairs
EFFECTIVE DATE:	March 13, 2013
Next Review:	2018

Policy: To advance institutional strategic goals by recruiting faculty and staff members, a recommendation for employment may be made without a national search, provided a waiver of search procedures is approved by the Director of Equal Opportunity and Policy Compliance.

Scope: The recruitment of administrative and executive officers of the University is not included within the scope of this policy. See Policy 9001.01 and 9002.01, respectively, for the selection of administrative and executive officers.

Purpose: Youngstown State University recognizes the importance of faculty and staff recruiting as one mechanism to address and advance institutional strategic priorities and mission.

This policy is designed to allow the University to respond in a timely fashion to advance institutional strategic goals and to guarantee that consideration of excellence in faculty and staff recruitment is not jeopardized.

Strategic Hiring Programs provide a process for requesting a search waiver and/or single or multi-year financial support for fully qualified individuals who can make a unique contribution to the University and its strategic plan.

Criteria: The following criteria for granting waiver and funding requests will be considered:

- Qualifications of the individual being recruited, including likelihood of continued success (e.g., promotion and tenure, where applicable)

- Relevance of the hire to the University's strategic priorities
- Agreement of the hiring unit for the requested appointment
- Identification of funds to support the position over time
- Rationale for waiving the normal search requirement

Procedures:

Questions about search waivers should be directed to the Director of Equal Opportunity and Policy Compliance. Candidates for employment under the search waiver must be systematically reviewed by the hiring department or academic unit. If that unit believes the individual has appropriate credentials and has skills that are compatible with the department's needs and the mission of the department and university, the unit may recommend that individual for recruitment without a search.

When any unit inquires about employment opportunities for a potential faculty or staff recruit that is within the university's strategic interest, the Chair/Director of his or her unit will request a copy of the potential employee's curriculum vitae and other relevant materials. The Office of Equal Opportunity and Policy Compliance must also be contacted for information and assistance. In consultation with the relevant executive officer and the Director of Equal Opportunity and Policy Compliance, the President is authorized to grant a waiver from the requirement for a search.

The University will provide the Board of Trustees with a quarterly report on hiring activity under this policy.

Cross reference: Policy 2001.02 Equal Opportunity and Affirmative Action Recruitment and Employment.



CHAIRPERSON APPOINTMENTS

2014-2015

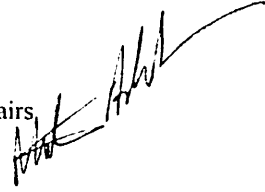
James Andrews, Acting Chairperson, Dept. of Physics & Astronomy

Effective 10/08/14

Youngstown

STATE UNIVERSITY

TO: James P. Tressel, President
FROM: Martin A. Abraham, Interim Provost and Vice President for Academic Affairs
DATE: November 6, 2014
SUBJECT: TENURE RECOMMENDATIONS



I recommend the granting of tenure to the 16 faculty members listed below who have been reviewed and recommended by their respective colleagues, chairpersons, and deans.

COLLEGE OF BUSINESS ADMINISTRATION

None

COLLEGE OF CREATIVE ARTS AND COMMUNICATION

Stephen Chalmers Department of Art
Brandt Payne..... Dana School of Music

COLLEGE OF EDUCATION

Patrick Spearman Educational Foundations, Research, Technology & Leadership

COLLEGE OF HEALTH AND HUMAN SERVICES

Christopher Bellas* Department of Criminal Justice and Forensic Sciences
Joseph Lyons Department of Health Professions
Sueann Rendano Department of Nursing
Molly Roche Department of Nursing
Mary Shortreed Department of Nursing
Bonnie Thompson..... Department of Nursing
Jane Wetzel..... Physical Therapy

COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES

Molly Jameson-Cox..... Department of Psychology
Michael Jerryson..... Department of Philosophy and Religious Studies
Alan Tomhave Department of Philosophy and Religious Studies

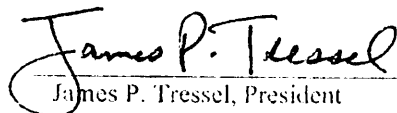
COLLEGE OF SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS

Pedro Cortes-Velasco Department of Civil/Environmental and Chemical Engineering
Robert Korenic School of Technology
Ruigang Wang Department of Chemistry

*Dr. Christopher Bellas received positive recommendations from his peers and dean, but not his department chairperson.

APPROVED

DISAPPROVED, as specified


James P. Tressel, President

11-6-14
Date

The following individuals are not being recommended for tenure:

Mr. Richard Helfrich, Department of Art, received a negative vote for tenure by the tenured peers in his department by the following votes:

Yes	2 (two)
No	7 (seven)
Abstain	0 (zero)

Mr. Helfrich did not receive a positive recommendation for tenure from his department chairperson, Mr. Greg Moring, or from his college dean, Dr. Bryan DePoy. I concur with the chair and dean, and I do not make a positive recommendation to you regarding tenure for Mr. Helfrich.

Dr. Marc Seamon, Department of English: The following are the number of votes garnered from the tenured peers in Dr. Seamon's department:

Yes	7 (seven)
No	7 (seven)
Abstain	3 (three)

Dr. Seamon did receive a recommendation for tenure from his department chairperson, Dr. Julia Gergits, and his college dean, Dr. Jane Kestner. I do not make a positive recommendation to you regarding tenure for Dr. Seamon.