

**BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE**

**John R. Jakubek, Chair
David C. Deibel, Vice Chair
All Trustees are Members
Randy J. Dunn, *Ex-Officio***

**BACKGROUND MATERIALS
Tuesday, February 18, 2014**

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| 1. Human Resources Update
An update on current accomplishments and priorities for moving forward. | Tab 1 |
| 2. Human Resources Update on Position Searches
All listed searches in progress. | Tab 2 |
| 3. ULP's/Grievances
Status of Unfair Labor Practices and Grievances. | Tab 3 |
| 4. Diversity and EDGE Spend Report
Second quarter Diversity Spend Report with detail. | Tab 4 |
| 5. YSU Police Department Crime Statistics | Tab 5 |
| 6. Labor Management Council Update | Tab 6 |
| 7. Summary of Staffing Levels by Race and Gender
This report provides a comparison of the workforce demographics in terms of race and gender in December 2012 and December 2013. | Tab 7 |
| 8. Diversity and Multicultural Affairs Spring 2014 Update | Tab 8 |
| 9. Externally Funded Positions | Tab 9 |

BACKGROUND MATERIALS:
University Affairs Committee

TAB 1: Human Resources Update

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer

HIGHLIGHTS OR ISSUES:

- On Campus interviews are scheduled for the candidates for the Director of Labor & Employee Relations.
- Affordable Care Act compliance procedures continue to be developed.

TAB 2: Human Resources Update on Position Searches

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer, and Steve Lucivjansky, Employment Manager

HIGHLIGHTS OR ISSUES:

- Twenty-two searches currently in progress, fifteen faculty, seven professional-administrative, one classified and four externally funded.

TAB 3: ULP's/Grievances

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer

HIGHLIGHTS OR ISSUES:

- A total of 31 grievances were filed in 2013 and 14 have been closed.
- All grievances filed by APAS and OEA from 2009-2012 have been closed.
- Arbitrator ruling in favor of University (OEA-Grievances 322 and 323).
- Waiting for three (3) arbitrator rulings from hearings in 2013 (1-ACE, 1-OEA, 1-FOP).

TAB 4: Diversity and EDGE Spend Reports

STAFF CONTACT: Bill Wheelock, Director of Procurement Services

HIGHLIGHTS OR ISSUES:

- Diversity Spend Report captures the dollars and percentages of University spend placed with various diverse groups, including minority, disability challenged, recycled materials, veteran and women owned and EDGE.
- Total Diversity and EDGE spending for second quarter is positive, exceeding \$750,000.
- Spending through second quarter is approximately \$1.4 million.

TAB 5: YSU Police Department Crime Statistics

STAFF CONTACT: John Beshara, Chief of Police

HIGHLIGHTS OR ISSUES:

- Rape is currently under investigation and may be ruled unfounded in the near future
- Robbery was in the M-2 Parking Deck, and all suspects were apprehended
- Burglaries were all involving a known suspect who has been charged
- Cell phones and laptops stolen (recovered property and have suspects)
- Four different persons arrested for trespassing
- Three on-campus drug arrests
- Most of the liquor violations were in the residence halls and involved underage possession
- Two arrests on YSU issued warrants
- City of Youngstown parking enforcement has decreased

TAB 6: Labor Management Council (LMC) Update

STAFF CONTACT: Gene Grilli, Vice President for Finance and Administration

HIGHLIGHTS OR ISSUES:

- The LMC met on January 10, 2014.
- The Council was informed of the status of the University Budget and the measures that are being undertaken.
- The special task force requested by the Unions, have met and will possibly continue. To date, there have been no agreed upon budget savings from the group.
- It was agreed that the minutes of the LMC will be posted on the Human Resources web site under the Labor Relations link.

TAB 7: 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 December 31, 2012 and December 31, 2013.

TAB 8: Diversity and Multicultural Affairs Spring 2014 Update

STAFF CONTACT: Sylvia J. Imler, Interim Director of Diversity and Multicultural Affairs

HIGHLIGHTS OR ISSUES:

- This updated report consists of activities that occurred after the submission of the Fall 2013 Update and is provided in a metric format.

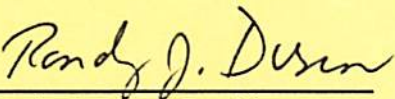
TAB 9: Externally Funded Positions

STAFF CONTACT: Kevin Reynolds, Chief Human Resources Officer, and Steve Lucivjansky, Employment Manager

HIGHLIGHTS OR ISSUES:

- Seven appointments, three new positions and four replacement positions. Fourteen separations, four retirements, six resignations, two layoffs and two non-renewals.

REVIEWED:



Randy J. Dunn, President

Office of Human Resources Update
February 2014

Employment:

Steve Lucivjansky, Manager, Employment, has completed the first phase of the PeopleAdmin upgrade. All new job postings are now posted on the upgraded version.

Employee Records & Processing:

Jennifer Lewis, Manager of Processing and Personnel Records, has been engaged in a project to convert Occasional Service and Continuing Education Appointments from semi-monthly to the bi-weekly pay cycle in order to track hours worked in order to comply with the Affordable Care Act. Electronic Leave Reporting for Professional/Administrative and APAS employees will be piloted beginning on February 1, 2014 with the employees in the Finance & Administration Division.

HRIS:

Alisha Yanniello, Manager, HRIS, continues to move forward with more comprehensive utilization of the BANNER system.

Benefits:

Debby LaRocco, Manager, Employee Benefits, has coordinated the University's efforts to comply with OPERS reporting requirements for non-contributing employees.

Affordable Care Act –The measures that we put in place to ensure that we are able to track hours are remaining in place and we are monitoring our tracking of hours in preparation 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, continues to address the technology training needs. She continues her expanded role by providing leadership to University's overall training and development efforts.

Customized training for specific work units continue to be offered on an as needed, case by case basis.

Labor Relations:

The search for the Director, Labor & Employee Relations is currently underway. The search committee has forwarded three candidates for consideration. On campus interviews are being conducted in February.

State Personnel Board of Review:

There have been eight appeals filed with the SPBR regarding the recent layoff of classified employees. The hearing for these cases will be scheduled in the near future.

Current Postings – 1/24/13

Faculty

College of Business Administration

- Assistant Professor - Marketing

College of Education

- Assistant Professor Special Education – Tenure Track
- Assistant Professor Special Education – Term

College of Creative Arts and Communication

- Assistant Professor of Theater and Dance, Costume Design

College of Liberal Arts and Social Sciences

- Assistant Professor of Spanish - Foreign Languages and Literatures
- Assistant Professor - Geography
- Assistant Professor of Gerontology
- Assistant Professor - Clinical Psychology
- Assistant Professor - Social Psychology

College of Science, Technology, Engineering and Mathematics

- Assistant Professor of Topology - Mathematics and Statistics
- Assistant Professor of Statistics - Mathematics and Statistics
- Assistant Professor - Mechanical Engineering Technology
- Assistant Professor - Civil Engineering
- Assistant Professor - Organic Chemistry - Tenure Track

Professional/Administrative

- Assistant Football Coach, Athletics
- Assistant Women's Soccer Coach, Athletics
- Director, Labor and Employee Relations, Human Resources
- Assistant Director, Orientation
- Coordinator, Graduate Admissions
- Associate Provost and Dean of Graduate Studies and Research
- Student Service Support Specialist, Distance Learning

Externally Funded Positions

- Instruction Specialist 1, full-time, The Rich Center for Autism
- Behavior Analyst, Rich Center for Autism
- Director, Rich Center for Autism
- Research Associate III, Economic Development Analyst

Classified Civil Service

- Library Assistant 2, Maag Library

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

ACE	Filed: 9 Closed: 2 Outstanding: 7	Issues include position posting, expeditious investigation, layoff/displacement notices, separation pay, displacement rate of pay, and voluntary budget reductions.
APAS	Filed: 4 Closed: 2 Outstanding: 2	Issues include erosion of bargaining unit and violation of layoff process.
OEA	Filed: 8 Closed: 3 Outstanding: 5	Issues include non-reappointment of timeline violation, gender discrimination, teaching hours overload, and overload assignment refusal.
FOP	Filed: 10 Closed: 7 Outstanding: 3	Issue includes FLSA compensatory time.

Known Arbitrations (grievances filed 2006-2013)*

ACE	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, and layoff/displacement notices. Outside attorneys have been assigned for 26; 5 arbitrators have been selected. <ul style="list-style-type: none"> • Ongoing: #350 – Vacancy, AA4, procedure not followed in HR • Ongoing: #355 – Payment of bargaining unit member in accordance with negotiated language • Waiting for arbitrator ruling: #602 – Termination and failure to follow progressive discipline
APAS	1	Issue includes violation of layoff process. Outside attorney has not been assigned and arbitrator has not been selected.
OEA	2	Issue includes gender discrimination. Outside attorney has been assigned and arbitrator has been selected. <ul style="list-style-type: none"> • Waiting for arbitrator ruling: #326 – Contract interpretation
FOP	3	<ul style="list-style-type: none"> • Waiting for arbitrator ruling: #35, #40 and #42 – Denial of compensatory time

* 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 unilateral implementation of personal leave/cash conversion date.

Summary of Union Grievances filed January 1, 2009 – December 31, 2012

ACE	Filed:	349	
			188 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, and layoff during winter break.
			161 Timeliness issue.
	Closed:	284	
	Outstanding:	65	
APAS	Filed:	39	
	Closed:	39	
	Outstanding:	0	
OEA	Filed:	22	
	Closed:	22	
	Outstanding:	0	

Youngstown State University
FY2014 Second Quarter Diversity Spend Report
October 1, 2013 - December 31, 2013

	<u>Second Quarter</u>	<u>Year to Date</u>	<u>Percent of Addressable</u>	<u>Prior Year to Date</u>	<u>Percent of Addressable</u>
Diversity Spend - Goods and Services (excludes EDGE and construction)					
MBE - Ohio Certified	\$89,315	\$171,757	1.93%	\$91,005	1.26%
MBE - Other Certified	202,114	385,697	4.34%	432,440	5.98%
Disability Challenged	221,704	367,214	4.13%	423,528	5.86%
Recycled Materials	15,715	39,608	0.45%	25,607	0.35%
Veteran Owned	14,326	28,135	0.32%	2,354	0.03%
Women Owned	125,603	164,398	1.85%	93,166	1.29%
Total Diversity Spend	<u>\$668,777</u>	<u>\$1,156,809</u>	<u>13.02%</u>	<u>\$1,068,100</u>	<u>14.77%</u>
Total Addressable Spend - Goods and Services	<u>\$4,128,786</u>	<u>\$8,883,167</u>	<u>100.00%</u>	<u>\$7,232,898</u>	<u>100.00%</u>

	<u>Second Quarter</u>	<u>Year to Date</u>	<u>Percent of Addressable</u>	<u>Prior Year to Date</u>	<u>Percent of Addressable</u>
EDGE Spend - Goods, Services, and Construction					
EDGE - Ohio Certified - Construction	\$88,836	\$215,882	1.50%	\$129,661	1.24%
Total EDGE Spend	<u>\$88,836</u>	<u>\$215,882</u>	<u>1.50%</u>	<u>\$129,661</u>	<u>1.24%</u>
Total Addressable Spend - Goods, Services, and Construction	<u>\$5,191,953</u>	<u>\$14,375,344</u>	<u>100.00%</u>	<u>\$10,491,039</u>	<u>100.00%</u>

Youngstown State University
Diversity Spend Detail Report - Goods and Services (excludes EDGE and construction)
October 1, 2013 - December 31, 2013

Minority Business Enterprise (MBE) - Ohio Certified

Name	Address	Type of Contract	Purchases
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	59,855
Brown Enterprise Solutions	5935 Wilcox Place, Suite E, Dublin, Ohio 43016	Computer Supplies	26,661
Subtotal - MBE - Ohio Certified			\$89,315

Minority Business Enterprise (MBE) - Other Certified

Name	Address	Type of Contract	Purchases
EMA Design Automation	P.O. Box 23325, Rochester, New York 14692	Design Services	\$2,000
SBM Management Services	5241 Arnold Avenue, McClellan, California 95652	Janitorial Maintenance	199,608
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	246
Tropical Biologicals	P.O. Box 139, Guaynabo, Puerto Rico	Chemical Supplies	260
Subtotal - MBE - Other Certified			\$202,114

Disability Challenged

Name	Address	Type of Contract	Purchases
Compass Family Services	535 Marmion Avenue, Youngstown, Ohio 44502	Janitorial Services	\$221,593
Youngstown Area Goodwill Services	2747 Belmont Avenue, Youngstown, Ohio 44505	Recycled Products	111
Subtotal - Disability Challenged			\$221,704

Recycled Materials

Name	Address	Type of Contract	Purchases
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$15,715
Subtotal - Recycled Materials			\$15,715

Veteran Owned

Name	Address	Type of Contract	Purchases
Baker Vehicle Systems Inc.	9035 Freeway Drive, Macedonia, Ohio 44056	Landscaping Supplies	\$14,286
Techsmith	P.O. Box 26095, Lansing, Michigan 48909	Computer Software Services	40
Subtotal - Veteran Owned			\$14,326

Woman Owned

Name	Address	Type of Contract	Purchases
Advanced Marking System	6000 Mahoning Avenue, Suite 50, Youngstown, Ohio 44515	Promotional Items	\$15
Crogan Plumbing and Heating Supplies	5821 Poland Struthers Road, Youngstown, Ohio 44514	Maintenance Supplies	3
Data Ticket Inc.	4600 Campus Drive, Newport Beach, California 92660	Parking Software	286
Great Lakes Telecom	465 Treeside Drive, Stow, Ohio 44224	Sound Systems	6,790
LEAP	23205 N 39th Way, Phoenix, Arizona 85050	Educational Services	944
LM Cases	2720 Intertech Drive, Youngstown, Ohio 44509	Photo Supplies	6,754
Protect-N-Shred	P.O. Box 85, Cortland, Ohio 44410	Document Shredding	1,664
RBD Instruments Inc.	2437 NE Twin Knolls Drive, Bend, Oregon 97701	Laboratory Equipment	90,000
Ryan Carpet Sales & Services Inc.	70 Victoria Road, Austintown, Ohio 44515	Flooring	1,785
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	320
Walter's Office Products	374 Butterfly Lane, Hermitage, Pennsylvania 16148	Office Supplies	11,947
Warren Fire Equipment	6880 Tod Avenue SW, Warren, Ohio 44481	Fire Systems	5,095
Subtotal - Woman Owned			\$125,603
Total Diversity Spend			\$668,777

Youngstown State University
EDGE Spend Detail Report
October 1, 2013 - December 31, 2013

Encouraging Diversity, Growth, and Equity (EDGE) - Ohio Certified

Name	Address	Project	Purchases
T.C. Redi-Mix Inc.	2400 Poland Avenue, Youngstown, Ohio 44502	Campus Wide Concrete	\$8,500
Western Reserve Mechanical	3041 South Main Street, Niles, Ohio 44446	Athletic Fields	80,336
	Total EDGE Spend		<u><u>\$88,836</u></u>

YOUNGSTOWN STATE UNIVERSITY POLICE

THREE YEARS COMPARISON CAMPUS CRIME STATISTICS REPORT



FOURTH QUARTER (OCTOBER, NOVEMBER, DECEMBER) 2013

FEDERAL BUREAU OF INVESTIGATION (8 Index Crimes) REPORTED:	2011	2012	2013
1. Criminal Homicide	0	0	0
2. Forcible Rape	0	0	1
3. Robbery	0	0	1
4. Aggravated Assault	0	0	0
5. Burglary	0	1	4
6. Larceny - Theft	31	43	42
7. Motor Vehicle Theft	0	3	0
8. Arson	0	0	0

Note that the 8 crimes listed above are required to be reported to the Department of Justice annually.

2. Rape is currently under investigation and it may be ruled unfounded in the near future

3. Robbery was in M-2 Parking Deck all suspects apprehended

5. Burglaries were all involving a known suspect who has been charged

6. Cell phones and laptops stolen (recovered property and have suspects)

STATE OF OHIO CRIMES REPORTED:	2011	2012	2013
9. Aggravated Menacing	0	0	1
10. Assault (simple)	7	2	2
11. Criminal Damage	2	3	4
12. Inducing Mischief	14	9	13
13. Inducing Panic	0	3	0
14. Menacing	4	2	3
15. Vandalism	2	0	1

ARRESTS:	2011	2012	2013
1. Assault	1	0	0
2. Criminal Trespass	0	2	4
<i>Note: Adult Criminal Trespass Warnings Issued</i>	10	17	19
<i>Note: Juvenile Criminal Trespass Warnings Issued</i>	0	0	0
3. Disorderly Conduct	0	1	1
4. Drug Law Violations	3	0	3
5. Liquor Law Violations	11	5	20
6. Loud Music	2	0	0
7. Resisting Arrest	0	0	1
8. Theft	0	0	1
9. Warrant Arrests	4	2	2
Total Arrests:	21	10	32

2. Four different persons arrested for trespass

4. Three on-campus drug arrests

5. Most of the liquor violations were in the residence halls involving underage possession

9. YSU issued arrest warrants

	2011	2012	2013
Monetary Value of Property Stolen:	11,069.00	18,952.00	31,312.00
Monetary Value of Property Recovered:	432.00	3,065.00	18,065.00

YOUNGSTOWN STATE UNIVERSITY POLICE

THREE YEARS COMPARISON CAMPUS CRIME STATISTICS REPORT



FOURTH QUARTER (OCTOBER, NOVEMBER, DECEMBER) 2013

MISCELLANEOUS INVESTIGATIONS:	2011	2012	2013
1. Dispatched to active alarms	71	72	85
<i>a. Cafaro Residence Hall</i>	0	2	2
<i>b. Lyden Residence Hall</i>	4	4	10
<i>c. Kilcawley Residence Hall</i>	0	2	2
<i>d. CourtYards Apartments</i>	6	8	11
<i>e. Flats Apartments</i>	28	26	27
<i>f. OTHER Locations On Campus</i>	33	30	33
2. Dispatched to accidents	35	40	41
3. Dispatched to lost and or found property	80	100	69
4. Dispatched to Matter of Record reports	25	23	20
5. Property Damage (non-criminal)	0	6	5
6. Motor Vehicle Violations	0	5	18
<i>a. Operating a M.V. under the influence of alcohol and or drugs</i>	0	1	1
<i>b. Operating a M.V. while under suspension</i>	6	28	4
<i>c. Operating a M.V. with no license</i>	3	1	2
<i>d. Operating a M.V. minor violations (stop sign, headlight, blinker, etc...)</i>	23	6	28
7. Parking Enforcement (parking tickets)	142	88	38
7. City of Youngstown Parking Enforcement (tickets) has decreased			
OTHER FUNCTIONS/SERVICES PROVIDED:	2011	2012	2013
1. Provide access into locked/secured area(s)	189	306	276
2. Provide escorts	76	69	92
3. Provide personal transport(s)	0	1	0
4. Motorist assistance program (unlock doors, change tires, etc...)	11	8	20
5. Mutual Aid	41	30	16
Total assists:	276	384	388

John M. Beshara, Chief of Police

Date

Labor Management Council Update

January 10, 2014

The Labor Management Council met on Friday, January 10, 2014 in the President's Conference room on the campus of YSU.

Updates

Rumors/Check-In Updates

Dr. Burden advised the Council of an athletics video by Bertram de Souza. The video focuses on YSU's Athletic Department, Division I sports ranking and YSU's budget deficit.

Dr. Burden also asked if faculty hires being put on hold or frozen. Dr. Khawaja and Mr. Grilli said they do not have any definite answers yet. Dr. Burden mentioned the Dean of STEM had sent out a memo indicating possible reduction of courses for Spring semester and asked if Dr. Khawaja or Mr. Grilli knew what was going on. Dr. Khawaja indicated that he and others are unsure of what course schedules would be at the moment.

Budget/Enrollment Update

Mr. Grilli started off by stating that right now YSU is at a \$6.6 million deficit. Mr. Grilli announced he commends faculty and staff for a job well done at decreasing expenses and said YSU is still functioning. The budget deficit efforts to date, to reduce the \$6.6 million, have resulted in savings of approximately \$2.8 million for FY14. Operating expenditures have been reduced by \$1.4 million. An additional transfer from the Technology Master Plan has realized another \$750,000. Personnel actions have further reduced the deficit by \$330,000 and voluntary furloughs and vacation day give-backs have netted \$197,000. Energy savings efforts have resulted in \$75,000 to date. Additional budget gains are yet to be determined such as, additional discretionary cuts in operating expenditures, enrollment ratio improvement from Fall to Spring, auxiliary overhead, additional energy savings and other voluntary furlough and vacation give-backs. We will not know of the results from Spring enrollment until the 14th day of classes. Mr. Grilli informed the LMC that for example, student enrollment for the Spring semester were to have a 1 percent less drop from Fall to Spring, we would realize \$316,000 towards the deficit.

Dr. Smith asked if there was something that could be done with class registrations and student bills in conjunction with increasing enrollment followed by discussion. Mr. Grilli said that for more questions and answers, it might be best to ask Gary Swegan, Associate Vice President for Enrollment Planning and Management, to attend the next LMC meeting. The group agreed.

Budget Taskforce

Dr. Burden said she and the other taskforce members are waiting for the next meeting to be scheduled. Mr. Grilli told the group this taskforce was created to have union presidents meet to find ways to increase savings against operational expenses. A meeting will be scheduled in the next few weeks.

Ground Rule – Posting of Minutes

The LMC Ground Rule for posting approved meeting minutes on either the Human Resources or a LMC website was brought up for discussion. Mr. Reynolds said the approved meeting minutes could be posted on the Human Resources web page under the Labor Relations link..

Electrical Update

Mr. Glonek asked if the electrical update went well. Mr. Grilli said the update did go well and was much needed. The electrical update on December 26, 2013 took 10-12 hours to be completed, which was three to five hours longer than originally planned. Mr. Grilli informed the group that additional work will still need to be done, and planned outages will take place over a period of time.

Agenda Items for the Next Meeting

- 1) Enrollment Update – Gary Swegan, Associate Vice President for Enrollment Planning & Management will report.
- 2) Budget Update
- 3) Budget Taskforce Update
- 4) Vindicator Video Discussion

Next Labor Management Council Meeting:

**Friday, March 7, 2013, 9:00 a.m.
President's Conference Room**

Youngstown State University
Summary of Staffing Levels By Race and Gender
From December 31, 2012 to December 31, 2013

Dec. 31, 2012	Caucasian		African American		Hispanic		Asian		Native American		Unknown		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	202	140	13	17	4	4	18	13	0	0	10	4	425
Professional/ Admin.	113	131	10	12	4	3	2	4	0	2	28	20	329
Classified	96	153	10	18	3	6	0	0	1	1	20	33	341
Externally Funded	14	32	0	7	0	0	0	1	0	0	3	6	63
Total	425	456	33	54	11	13	20	18	1	3	61	63	1158
Dec. 31, 2013	Caucasian		African American		Hispanic		Asian		Native American		Unknown		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	214	164	16	13	4	3	25	15	0	0	9	4	467
Professional/ Admin.	117	134	9	13	3	3	3	4	0	2	40	22	350
Classified	107	155	10	18	3	6	0	0	1	1	21	35	357
Externally Funded	13	37	0	6	0	0	0	1	0	0	3	8	68
Total	451	490	35	50	10	12	28	20	1	3	73	69	1242
Difference	Caucasian		African American		Hispanic		Asian		Native American		Unknown		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	12	24	3	-4	0	-1	7	2	0	0	-1	0	42
Professional/ Admin.	4	3	-1	1	-1	0	1	0	0	0	12	2	21
Classified	11	2	0	0	0	0	0	0	0	0	1	2	16
Externally Funded	-1	5	0	-1	0	0	0	0	0	0	0	2	5
Total	26	34	2	-4	-1	-1	8	2	0	0	12	6	84

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

Caucasian, not of Hispanic origin - Origins in any of the original peoples 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 peoples of North America who maintain cultural identification through tribal affiliation or community recognition.

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

Diversity and Multicultural Affairs

Spring 2014 Update

This updated report consists of activities since the Fall 2013 Report and is provided in a metric format. The goals herein were presented to President Randy Dunn and approved, and are purposefully aligned with the University's Strategic Plan in which diversity serves as a guiding principle. The Strategic Plan states in part: "commitment to inclusiveness and diversity must make itself felt in the University's daily activities;" (YSU 2020, p. 3).

2013-2014 GOALS ARE AS FOLLOWS:

GOAL ONE – Continue the vision and purpose of the University Diversity Council (UDC)	Timeline 2013-2014	Accountable Units
<p>A. The UDC will continue to meet twice a year (e.g., once in the fall to discuss the priorities for the year and once at the end of the spring to discuss what was accomplished) to continue to facilitate meaningful diversity programming via the UDC's subcommittee: Community Diversity Committee.</p> <p><u>SPRING 2014 UPDATE</u> The next University Diversity Council meeting will be scheduled for April 2014. The task of the UDC will be to review a draft copy of a 'Diversity Plan' for YSU and provide input.</p>	TBA	DMA/Regional Engagement Cornerstone
GOAL TWO – Educate the YSU community in diversity	Timeline	Accountable Units
<p>A. Coordinate workshops/seminars and programming through the Community Diversity Program Series including the Community Conversations on Diversity and Inclusion (34 events scheduled in the series).</p> <p><u>SPRING 2014 UPDATE</u> <i>Native American Workshop: Promoting Knowledge, Clarification and Correction</i> was facilitated by Herman Pipe, an enrolled member of the Fort Peck Assiniboine and Sioux Tribes. Approximately 50+ attendees (faculty, students, staff and community members). Ohio Room, Kilcawley, YSU</p> <p>Community Diversity Program Series continues with its last scheduled program Spring 2014.</p>	8/19/13 – 4/2/14 11/13/13 4/16/14	DMA/Regional Engagement Cornerstone
<p>1. <i>Community Conversations on Diversity and Inclusion Topics</i></p> <ol style="list-style-type: none"> a. "Language and Culture Among Hispanics in the United States" b. "Native American: Vanishing Race or Just Invisible?" c. "Disability Awareness: Supports Not Crutches" d. "Asian American & Pacific Islander Heritage" <p><u>SPRING 2014 UPDATE</u> The program, <i>Community Conversations on Diversity and Inclusion</i>, is an educational component, partnered with the Public Library of Youngstown and Mahoning County (PLYMC). <i>Community Conversations</i> topics a, b, & c (above), were informative and stimulated discussion among attendees.</p> <p>c. <i>Disability Awareness: Supports Not Crutches</i> – Facilitator, Dr. Ben McGee.</p> <p>d. <i>Asian American & Pacific Islander Heritage</i> – Facilitator, Dr. Kyoung Mi Choi.</p> <p>*Presentation to Board of Trustees: <i>The Evolution of Diversity: Reframing Institutional Priorities</i> [a description of the restructuring process]</p>	9/4/13 11/6/13 2/5/14 4/2/14 2/20/14	DMA/Public Library Main Branch/ Regional Engagement Cornerstone

GOAL THREE – Community Outreach (Continue and increase community partnerships)	Timeline	Accountable Units
<p>A. Continue to facilitate meaningful diversity programming:</p> <ol style="list-style-type: none"> 1. Community Diversity Program Series 2013-2014 (34 events) 2. Hispanic Heritage Celebration brochure. 3. Hispanic Heritage program book 	<p>Completed 7/12/13 Completed 8/15/13 Completed 9/16/13</p>	<p>DMA/ Community Diversity Committee/ Regional Engagement Cornerstone/ Student Success Cornerstone</p>
<p><u>SPRING 2014 UPDATE</u></p>		
<p>4. The Hispanic Heritage Program Committee received the Raymond John Wean Foundation Grant to Neighborhood Success and Leadership for \$1500.</p>	<p>2/28/14</p>	
<p>The grant funded 4 members of the YSU Latino Organization to attend the Ohio Diversity Latino Leadership Conference in Columbus, Ohio, in October 2013. The purpose of the students' involvement was to enhance the emerging leader program.</p>	<p>10/9/13</p>	
<ul style="list-style-type: none"> ▪ For community service, the YSU Latino Organization made presentations at 4 Youngstown City Schools. 	<p>9/26, 10/16, 10/23, 10/24/13</p>	
<ul style="list-style-type: none"> ▪ A member of the YSU Latino Organization assisted with the Hispanic Heritage Celebration as part of the service component of the grant. 	<p>10/5/13</p>	
<ul style="list-style-type: none"> ▪ Four members of the YSU Latino Organizations assisted with the OCCHA Gala as part of their service. 	<p>11/1/13</p>	
<ul style="list-style-type: none"> ▪ One member of YSU Latino Organization participated in Hispanic Veterans' Dinner through OCCHA. 	<p>11/16/13</p>	
<p>5. Diversity Leadership Recognition Celebration. Arrangements are in progress for event (e.g., nominations submitted, selection of awardees for <i>Campus Leadership, Community Leadership and Leader of Tomorrow</i>; preparation and mailing of invitations; program booklet; site set up to pay electronically, etc.)</p>	<p>3/27/14</p>	
<p>Our diversity focus this year is individuals with disabilities. Our guest speaker is Dan Horacek, an YSU alumnus with a Bachelor of Science in Education/Special Education and who was born with cerebral palsy. The DMA Office extended special invitations to individuals with disabilities as well as agencies and organizations that work with the same population locally and nationally. Dr. Alton Merrell, Assistant Professor of Jazz Piano and Jazz Studies of Dana School of Music, will be the guest artist.</p>		
<p>Conversations/efforts have been made for securing Landau Eugene Murphy, Jr., the 2011 winner of America's Got Talent, as the guest speaker/artist. We are discussing the possibility of a Diversity Leadership Minority Scholarship Concert the day after the dinner.</p>	<p>December 2013 and ongoing</p>	
<p>*2015 focus of diversity will be social - socioeconomic status, more specifically, poverty. Instead of focusing on poverty and its implications, how could we motivate others yet struggling to persevere and accomplish their career goals? How do we help raise the morale of those who live in poverty? Landau's story was the inspiration for extending an invitation to him for 2015.</p>	<p>[*March 2015]</p>	
<p>6. The Martin Luther King, Jr. Diversity Breakfast Collaboration/sponsorship of event for YSU and Community</p>	<p>1/23/14</p>	

<p><u>SPRING 2014 UPDATE</u></p> <p>B. Identify and pursue funding for diversity initiatives to defray costs (e.g., Hispanic Heritage Celebration, Diversity Leadership Recognition Celebration, Underground Railroad Excursion, and other initiatives as developed.)</p> <p>Letters were sent to community/businesses regarding our annual Diversity Leadership Recognition Celebration soliciting sponsors. An Anonymous donation was received for \$500.</p>	<p>Current/Ongoing</p> <p>November through December 2013</p>	<p>DMA/UDC/ Grants/Regional Engagement Cornerstone/ Student Success Cornerstone</p>
<p><u>SPRING 2014 UPDATE</u></p> <p>C. <i>Develop strong relationships with regional economic-development agencies</i> (YSU 2020, p. 34)</p> <p>1. Established partnership with regional Wal-Mart Stores/Representatives</p> <p>a. Wal-Mart Career Fair Cookout is scheduled for fall 2013 to promote an atmosphere of diversity and inclusion at YSU and community.</p> <p>b. Capitalize on the \$500 - \$2,000 grants available annually via Wal-Mart.</p> <p>c. Consider developing a scholarship award to enhance YSU's retention efforts.</p> <p>d. Develop a job fair exclusively for Wal-Mart in collaboration with Career Services</p> <p>2. Met with financial planning specialist from Morgan Stanley to discuss sponsorships, personal engagement in DMA's diversity and inclusion efforts, etc.</p> <p><i>*Due to internal issues with Wal-Mart, meetings were postponed and will be rescheduled.</i></p>	<p>Current/Ongoing</p> <p>9/26/13</p> <p>Current/Ongoing</p> <p>Current/Ongoing</p> <p>Current/Ongoing</p> <p>7/24/13</p>	<p>DMA/Wal-Mart/ Career Services/ Regional Engagement Cornerstone/ Student Success Cornerstone/ Morgan Stanley</p>

GOAL FOUR – Collaborate with University colleges/departments	Timeline	Accountable Units
<p>A. Establish a Task Force for Diversity Programming</p>	<p>Current/Ongoing</p>	<p>DMA/Deans/ Chairs</p>
<p>1. <i>Enriching Quality of Life Through Artistic and Cultural Engagement</i></p> <p>2. <i>Collect demographic information to establish a baseline for target determination.</i></p> <p>3. <i>Offer diverse arts and cultural programming to broaden audience demographics</i> (YSU 2020, p. 35).</p> <p><u>SPRING 2014 UPDATE</u></p> <p>The Task Force for Diversity Programming met to discuss the criteria for Spring 2014 Final Report.</p> <p>The Task Force is comprised of college deans and/or a representative from each college <i>who has been identified by the dean</i> to find ways that each college can support the <i>Strategic Plan's</i> commitment to diversity and inclusiveness. The focus areas are: <i>Themes and Board Metrics, 2020 Metrics, Priorities, Initiatives, Resources, Who and Timelines.</i></p> <p>The Task Force will strive for intentional planning for diversity programming relative to the Strategic Plan: Regional Engagement Cornerstone.</p>	<p>Ongoing</p> <p>1/30/14</p>	<p>DMA/Deans/ Chairs/ Regional Engagement Cornerstone</p>

SUMMARY OF PERSONNEL ACTIONS
Externally Funded Positions

Appointments – 7

New - 1

- **Professional Administrative - 1**
 - OPMIC Project Manager, STEM

Replacement Positions - 6

- **Professional/Administrative - 6**

Separations – 3

Retirement - 1

- **Professional/Administrative - 1**

Resignations - 1

- **Professional/Administrative - 1**

Position Ended - 1

- **Professional/Administrative - 1**

**YOUNGSTOWN STATE UNIVERSITY
EXTERNALLY FUNDED
PROFESSIONAL/ADMINISTRATIVE
PERSONNEL ACTIONS**

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 (Vacated Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY FTE	COMMENTS
Ms. Melissa Hall	F/C	Replacement \$21,175	Instruction Specialist 1	Rich Center for Autism	10/21/2013	\$21,175	
Ms. Kristina King	F/C	Replacement \$21,175	Instruction Specialist 1	Rich Center for Autism	10/21/2013	\$21,175	
Ms. Diane Flak	F/C	Replacement \$21,175	Instruction Specialist 1	Rich Center for Autism	11/6/2013	\$21,175	
Ms. Katie Cretella	F/C	Replacement \$21,175	Instruction Specialist 1	Rich Center for Autism	12/9/2013	\$21,175	
Ms. Kasey Nall	F/B	Replacement \$29,500	Coordinator	SCOPE/Upward Bound	1/3/2014	\$29,500	
Ms. Tabatha Lovejoy	F/C	Replacement \$21,175	Instruction Specialist 1	Rich Center for Autism	1/3/2014	\$21,175	
Ms. Monica Temnick	F/C	New	OPMIC Project Manager	STEM Student Professional Services	1/6/2014	\$36,000	\$36,000 increase

PROMOTIONS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

TRANSFERS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)

NAME			TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES		COMMENTS
None.							

DEMOTIONS FOR INFORMATION ONLY (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
None.							

**YOUNGSTOWN STATE UNIVERSITY
EXTERNALLY FUNDED
PROFESSIONAL/ADMINISTRATIVE
PERSONNEL ACTIONS**

RECLASSIFICATIONS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
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None.

SALARY ADJUSTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b) (9)

NAME		NEW SALARY	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	PREVIOUS SALARY	COMMENTS
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None.

SEPARATIONS

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE		COMMENTS
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Retirements

Ms. Jayme Backus	F/C	P/A	Director, Rich Center	Rich Center for Autism	10/31/2013	\$78,088	
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Separations

Ms. Sarah Ellis	F/C	P/A	Manager RE:CREATE	Support Services	12/31/2013	\$33,695	Grant Ended
Ms. Michael Hripko	M/C	P/A	Director, STEM Research	STEM	1/13/2014	\$80,976	Resignation

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.

U = Unidentified