

**BOARD OF TRUSTEES  
UNIVERSITY AFFAIRS COMMITTEE**

**David C. Deibel, Chair  
Molly S. Seals, Vice Chair  
All Trustees are Members**

**Wednesday, September 6, 2017  
10:00 a.m. or immediately following  
previous meeting**

**Tod Hall  
Board Meeting Room**

**AGENDA**

- A. Disposition of Minutes for Meetings Held November 30, 2016; and June 7, 2017**
- B. Old Business**
- C. Committee Items**

**1. Intercollegiate Athletics Action Item**

**Tab C.1.a.**

**a. Resolution to Ratify Personnel Actions**

University policies require that the Chief Human Resources Officer provide a summary of appointments, promotions, and other personnel actions for intercollegiate athletics staff and coaching positions, for April 16, 2017, through July 15, 2017. Personnel actions for intercollegiate athletics staff and coaching are contingent upon approval of the Board of Trustees.

Kevin Reynolds, Chief Human Resources Officer, and Ron Strollo, Director of Athletics, will report.

**2. Intercollegiate Athletics Discussion Item**

**Tab C.2.a.**

**a. Fiscal Year 2015-16 Financial Analysis of Benchmark Institutions**

Ron Strollo, Executive Director of Athletics, will report.

**3. University Affairs Discussion Item**

**a. Litigation, Personnel and Collective Bargaining Update**

Holly Jacobs, Vice President and General Counsel, will provide a summary of current litigation and personnel matters, as well as a collective bargaining update.

#### **4. Consent Agenda Items\***

- Tab C.4.a.      \*a. Resolution to Modify and Retitle Workplace Violence Policy, 3356-7-04**  
Kevin Reynolds, Chief Human Resources Officer, will report.
- Tab C.4.b.      \*b. Resolution to Modify and Retitle Background Checks for Potential Employees Policy, 3356-7-44**  
Kevin Reynolds, Chief Human Resources Officer, will report.

#### **5. University Affairs Action Items**

- Tab C.5.a.      a. Resolution to Approve the Selection of an Associate Provost for Academic Administration**  
Dr. Martin Abraham, Provost and Vice President for Academic Affairs, will report.
- Tab C.5.b.      b. Resolution to Approve the Selection of an Associate Vice President for Technology and Chief Information Officer**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- Tab C.5.c.      c. Resolution to Ratify Personnel Actions**  
University policies require that the Chief Human Resources Officer provide a summary of appointments, promotions, and other personnel actions for faculty and professional/administrative staff, for April 16, 2017, through July 15, 2017. Personnel actions for faculty and professional/administrative staff are contingent upon approval of the Board of Trustees.  
Kevin Reynolds, Chief Human Resources Officer, will report.

**D. New Business**

**E. Adjournment**

\*Items listed under the Consent Agenda require Board approval; however they may be presented without discussion as these items include only non-substantive changes.

**RESOLUTION TO RATIFY  
PERSONNEL ACTIONS**

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

**WHEREAS**, new appointments and other personnel actions have been made subsequent to the June 14, 2017, meeting of the Board of Trustees; and

**WHEREAS**, such personnel actions are in accordance with the 2017-2018 Budget and with University policies 3356-2-02, Equal Opportunity and Affirmative Action Recruitment and Employment; 3356-7-36, Hiring and Selection Process, Contracts and Compensation for Intercollegiate Athletic Coaches; 3356-9-02, Selection and Annual Evaluation of Administrative Officers of the University; and 3356-7-42, Selection of Professional/Administrative Staff;

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

**SUMMARY OF PERSONNEL ACTIONS**  
**Professional Administrative - Athletics**  
**4/16/17 through 7/15/17**

**Appointments – 12**

**New Positions – 1**

- Professional Administrative Excluded – 1

**Replacement Positions – 11**

- Professional Administrative Excluded – 11

**Separations – 12**

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 11

**Reclassifications – 3**

- Professional Administrative Staff – 3

**Promotions – 1**

- Professional Administrative Excluded – 1

**Transfers – 0**

**Salary Adjustments – 9**

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 8

**Displacements – 0**

**Layoffs – 0**

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE - ATHLETICS  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE		DEPARTMENT	CONTRACT/ APPOINTMENT		FTE	SALARY
	TYPE	POSITION TITLE		DATES			
Courtney Davidson	Excluded	Assistant Coach Women's Basketball	Basketball - Women's	6/16/2017	1.00	\$ 42,000.00	
Barry Kaigler	Excluded	Assistant Coach Strength Conditioning	Training Room	5/16/2017	1.00	\$ 30,265.00	
Joseph Molinari	Excluded	Assistant Coach, Men's Basketball Head Coach, Swimming & Diving/Aquatics Coordinator	Basketball - Men's Swimming & Diving - Women's	4/17/2017	1.00	\$ 80,000.00	
Ryan Purdy	Excluded	Assistant Coach Track Field Throws	Track	7/1/2017	0.50	\$ 16,588.00	
Connor Neu	Excluded	Assistant Coach- Special Assistant to the Head Coach	Basketball - Men's	5/16/2017	1.00	\$ 23,660.00	
Daniel Reese*	Excluded	Assistant Coach Men's Basketball - Quality Control	Basketball - Men's	4/17/2017	1.00	\$ 40,000.00	
Mark Richmond	Excluded	Assistant Coach Track Field Throws	Track	7/1/2017	0.50	\$ 16,588.00	
John Seaver	Excluded	Assistant Coach Men's Basketball	Basketball - Men's	4/17/2017	1.00	\$ 60,000.00	
Jason Slay	Excluded	Assistant Athletics Dir Sports Med	Training Room	6/5/2017	1.00	\$ 70,000.00	
Ethan Solger	Excluded	Assistant Coach Men's Basketball	Basketball - Men's	4/17/2017	1.00	\$ 94,000.00	
Robert Steinburg	Excluded	Assistant Coach Strength Conditioning	Training Room	6/16/2017	1.00	\$ 30,265.00	
Jacob Tuura	Excluded						

\*New Positions

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE - ATHLETICS  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
SEPARATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>DATE OF SEPARATION</b>	<b>FTE</b>	<b>SALARY</b>
John Brown	APAS	Assistant Director, Sales/Event Management	Ticket Office	6/6/2017	1.00	\$ 50,101.00
Matthew Anderson	Excluded	Head Coach Swimming & Diving/Aquatics Coordinator	Swimming & Diving - Women's	5/27/2017	1.00	\$ 50,840.00
Nicholas Gavolas	Excluded	Assistant Coach Swimming & Diving	Swimming & Diving - Women's	5/27/2017	0.50	\$ 13,873.33
Samantha Hoyt	Excluded	Assistant Coach Women's Basketball	Women's Basketball	5/31/2017	1.00	\$ 35,000.00
Charles Jasper	Excluded	Assistant Coach Strength & Conditioning	Training Room	6/15/2017	1.00	\$ 30,265.00
Teonna Jewell	Excluded	Assistant Coach Women's Basketball - Director of Operations	Basketball - Women's	5/23/2017	1.00	\$ 26,750.00
Matthew Lynch	Excluded	Assistant Coach - Men's Basketball	Basketball - Men's	5/5/2017	1.00	\$ 40,007.00
Jesse Potter	Excluded	Assistant Director	Athletic Administration	7/9/2017	1.00	\$ 45,547.08
Frederick Robinson	Excluded	Assistant Coach Men's Basketball	Basketball - Men's	5/5/2017	1.00	\$ 72,000.00
Jerry Slocum	Excluded	Head Men's Basketball Coach	Basketball - Men's	4/30/2017	1.00	\$ 140,192.00
Elizabeth Vlad	Excluded	Assistant Coach Strength & Conditioning	Training Room	5/26/2017	0.75	\$ 20,353.00
Michael Wernicki	Excluded	Assistant Coach Men's Basketball	Basketball - Men's	5/5/2017	1.00	\$ 71,000.00

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE - ATHLETICS  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
RECLASSIFICATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
James Hall	APAS	Assistant Director, Athletic Communications	Sports Information	4/1/2017	1.00	\$ 52,047.00	\$ 49,594.44
Martha Hyden*	APAS	Athletic Academic Advisor Assistant Director, Athletic Communications	Academic Counseling	7/1/2017	1.00	\$ 35,099.25	\$ 29,249.40
John Vogel	APAS	Assistant Director, Athletic Communications	Sports Information	4/1/2017	1.00	\$ 46,231.00	\$ 44,029.32

\*Martha Hyden went from 10 month position to 12 months

**YOUNGSTOWN STATE UNIVERSITY  
 PROFESSIONAL ADMINISTRATIVE - ATHLETICS  
 PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
PROMOTIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT APPT. DATES</b>	<b>NEW FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Kevin Bruinsma	Excluded	Assistant Coach Player Personnel	Basketball - Men's	5/6/2017	1.00	\$ 68,000.00	\$ 60,000.00



**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE - ATHLETICS**  
**PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17**  
**SALARY ADJUSTMENTS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>NEW FTE</b>	<b>NEW SALARY</b>	<b>OLD FTE</b>	<b>PREVIOUS SALARY</b>
Timothy Gallo	APAS	Assistant Equipment Manager	Equipment Room	7/1/2017	1.00	\$ 42,044.00	1.00	\$ 41,043.78
John Barnes	Excluded	Head Women's Basketball Coach	Basketball - Women's	5/1/2017	1.00	\$ 152,200.00	1.00	\$ 142,200.00
Brumfield, Katrina	Excluded	Assistant Coach Track Field	Track - Men's	7/1/2017	1.00	\$ 33,840.00	1.00	\$ 33,176.00
Campbell, Brian	Excluded	Head Coach Softball	Softball	7/1/2017	1.00	\$ 48,806.00	1.00	\$ 48,323.00
Gorby, Brian	Excluded	Head Coach Track and CC Associate Director Athletic	Track - Men's	7/1/2017	1.00	\$ 56,508.00	1.00	\$ 55,400.00
Richard Love	Excluded	Ticket Office	Ticket Office	7/1/2017	1.00	\$ 70,979.00	1.00	\$ 69,979.14
Miklos, Nathan	Excluded	Head Women's Golf Coach Head Coach Men's/Women's	Golf - Women's	7/1/2017	1.00	\$ 37,523.00	0.75	\$ 28,141.00
Sopel, Mickael	Excluded	Tennis	Tennis - Men's	7/1/2017	1.00	\$ 49,866.00	1.00	\$ 49,372.00
Zilles, Sara	Excluded	Assistant Coach Softball	Softball	7/1/2017	1.00	\$ 35,249.00	1.00	\$ 34,900.00

**YOUNGSTOWN STATE UNIVERSITY**  
**INTERCOLLEGIATE ATHLETICS**  
**2015-16 FINANCIAL ANALYSIS**  
**EXPENDITURES**

*MISSOURI VALLEY CONFERENCE / MVFC*

	# of Full-time Undergrads	Men's Basketball Expenses	Women's Basketball Expenses	Football Expenses	Total Expenses
<i>Average</i>	12,307	2,341,393	1,355,419	3,976,511	18,841,376
YSU	8,437	1,347,141	1,010,160	3,949,953	14,928,633
<i>Difference</i>	(3,870)	(994,252)	(345,259)	(26,558)	(3,912,743)

*MID AMERICAN CONFERENCE*

	# of Full-time Undergrads	Men's Basketball Expenses	Women's Basketball Expenses	Football Expenses	Total Expenses
<i>Average</i>	15,348	2,258,727	1,534,492	7,709,355	29,445,609
YSU	8,437	1,347,141	1,010,160	3,949,953	14,928,633
<i>Difference</i>	(6,911)	(911,586)	(524,332)	(3,759,402)	(14,516,976)

*HORIZON LEAGUE*

	# of Full-time Undergrads	Men's Basketball Expenses	Women's Basketball Expenses	Total Expenses	League Sponsored Sports
<i>Average</i>	9,346	2,263,619	1,387,340	13,965,591	8,680,112
YSU	8,437	1,347,141	1,010,160	14,928,633	6,933,108
<i>Difference</i>	(909)	(916,478)	(377,180)	963,042	(1,747,004)

**YOUNGSTOWN STATE UNIVERSITY**  
**INTERCOLLEGIATE ATHLETICS**  
**2015-16 FINANCIAL ANALYSIS**  
**REVENUES**

*MISSOURI VALLEY CONFERENCE / MVFC*

	# of Full-time Undergrads	Total Football Expenses	Total Earned Football Revenue	% of Earned Income vs. Total Expenses	Total Institutional Investment
<i>Average</i>	12,307	3,976,511	1,490,215	37%	2,486,297
YSU	8,437	3,949,953	2,133,949	54%	1,816,004
<i>Difference</i>	(3,870)	(26,558)	643,734	17%	(670,293)

*HORIZON LEAGUE – MEN'S BASKETBALL*

	# of Full-time Undergrads	Total Men's Basketball Expenses	Total Earned Men's Basketball Revenue	% of Earned Income vs. Total Expenses	Total Institutional Investment
<i>Average</i>	9,346	2,263,619	576,556	25%	1,687,063
YSU	8,437	1,347,141	568,032	42%	779,109
<i>Difference</i>	(909)	(916,478)	(8,524)	17%	(907,954)

*HORIZON LEAGUE - TOTAL*

	# of Full-time Undergrads	Total Athletically Generated Revenue	Total Expenses	% of Income vs. Total Expenses	Total Institutional Investment
<i>Average</i>	9,346	2,654,720	13,965,591	19%	11,310,871
YSU	8,437	4,719,117	14,928,633	32%	10,209,516
<i>Difference</i>	(909)	2,064,397	963,042	13%	(1,101,355)



**Explanation of Modifications to *University Policy*:**

**3356-7-04 Workplace Violence Policy**

This policy has been revised to provide greater specific information regarding the various components of violence in the workplace through the inclusion of definitions regarding threats, disruptive and inappropriate behavior and/or violence. Additionally, the revisions provide greater clarity regarding prohibited workplace behavior. Further, it provides direction for victims of violence and for witnesses of a situation to report the incident appropriately. Finally, the revisions amplify education, responses and prevention initiatives.

**Board of Trustees Meeting  
September 7, 2017  
YR 2018-**

**RESOLUTION TO MODIFY AND RETITLE  
WORKPLACE VIOLENCE POLICY, 3356-7-04**

**WHEREAS**, University Policies are being reviewed and re-conceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Workplace Violence policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy governing Workplace Violence, policy number 3356-7-04, to be retitled as Workplace Violence, Threats and Disruptive Behavior, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

3356-7-04 Workplace violence, **-threats and disruptive behavior.**

~~Previous Policy Number: 7001.04~~

Responsible Division/Office: Human Resources

Responsible Officer: Vice President for Legal Affairs and Human Resources

Revision History: December 2012; September 2017

Board Committee: University Affairs

Effective Date: ~~December 14, 2012~~ September 7, 2017

Next Review: ~~2017~~ 22

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- (A) Policy statement. ~~The policy provides a process and procedure that delineates~~ Youngstown state university's (university) is committed to providing a supportive work and learning environment that is safe, ~~secure,~~ and free from threats, intimidation, ~~unreasonable disruptions~~ and violence.
- (B) Purpose. ~~The policy~~ To promote an safe work environment that encourages knowledge acquisition and productive employment by assuring an appropriate and prompt response to any violence or threat of violence. ~~Any incident will be managed in a professional manner utilizing all appropriate measures to preserve the confidentiality and autonomy of the affected individuals.~~
- (C) Scope. This policy applies to all university employees, students, faculty, visitors and all persons who, while not university employees, perform work or provide services both on university property and for the benefit of the university.
- (~~C~~) Definitions.
- (1) "Workplace threats or violence." ~~Any harm or threat of harm to a person or to property in the workplace.~~ Conduct against persons or property that is sufficiently severe or intimidating to reasonably interfere with the normal activities or functioning of the workplace. Workplace threats or violence ~~may~~ include but are not limited to physical violence; sexual, emotional, and psychological intimidation; verbal abuse; possession of a deadly weapon; and/or use of university property or resources, including telephone, fax machine, email, internet, or other means, to threaten, harass, **intimidate** or abuse someone.

- (2) Disruptive behavior. Inappropriate behavior, confrontation, or conflict which unreasonably interferes with or prevents the normal activities or functioning of the workplace.
- ~~(23)~~ ~~“Workplace.”~~ Any university-owned or controlled property or university services or events.
- ~~(34)~~ “Family and relationship violence.” Any type of domestic violence as defined by section 2919.25 of the Revised Code.
- (45) “Deadly weapon.” Any instrument, device, or thing capable of inflicting death and designed or specially adapted for use as a weapon, or possessed, carried, or used as a weapon as defined by section 2923.11 of the Revised Code.
- ~~(5) — “Zero tolerance.” All reported incidents will be investigated. The university will take swift and remedial action to protect the rights of employees, faculty and students.~~
- (DE) Prohibited behavior includes but is not limited to: ~~policy details and procedures.~~
  - (1) Verbal abuse or outbursts, the creation of conflict between co-workers, use of profanity/offensive language, or inappropriate interactions with students, coworkers, supervisors or others.
  - ~~(1) — Recurring conflicts, verbal abuse or outbursts, or inappropriate interactions with students, coworkers, supervisors or others.~~
  - ~~(1) — Conduct or behavior not tolerated by the university.~~
  - (a2) Any direct or implied threats to an individual, or the individual’s family, friends, associates or property.
  - (b3) Physical conduct that results in harm to people or property.
  - (e4) The illegal Ppossession, use or unauthorized storage of any deadly weapons on university property or at university-sponsored events.
  - (d5) Intimidation or harassment that has the intent or effect of disrupting the work or learning environment and/or results in fear for personal safety.



- (e6) ~~Inappropriate~~ The use of university ~~facilities, property~~ or resources, such as work time, telephones, mail, e-mail, or the internet, ~~or time as a means of to~~ threatening, ~~or harassing or abusing individuals/persons~~ someone.
- (7) Repeated unwanted contact from one person to another which causes an individual to reasonably feel alarm or fear violence.

~~(2) — Consequences for policy violations:~~

- ~~(a) — University employees determined to be in violation of this policy will be subject to corrective action, to include termination consistent with university policies and bargaining unit agreements.~~
- ~~(b) — Students as perpetrators will be dealt with in accordance with the “The Code of Student Rights, Responsibilities, and Conduct.”~~
- ~~(c) — Perpetrators of workplace or family and relationship violence occurring in the workplace may be required to complete a program of intervention which may include an educational program, counseling, and/or ongoing treatment. Youngstown state university’s employee assistant program can provide the necessary services or referral to the necessary resources.~~
- ~~(d) — Perpetrators may be determined persona non grata pursuant to rule 3356-7-45 of the Administrative Code.~~
- ~~(e) — If appropriate, criminal charges may also be filed.~~

(F) Reporting.

- (1) An employee who is the victim of violence in the workplace; or believes he or she has been or is being threatened with violence in the workplace; or witnesses an act or threat of violence in the workplace; shall take the following steps:
  - (a) If the situation is one of immediate danger; contact the university police department (330-941-3527 or 911 from a university phone) or local law enforcement by dialing 911 and take whatever emergency steps are available and



appropriate to protect yourself or others from immediate harm including seeking immediate assistance for persons in need of medical care; then file a report with the university police department and the chief human resources officer as soon as possible.

- (b) If the situation is not one of immediate danger; report the incident to the appropriate supervisor and to the chief human resources officer as soon as possible. A police report should also be filed with the university police department.
  - (c) The university police department, the chief human resources officer and managers and supervisors are to take all reported incidents of threatening and violent behavior in the workplace seriously and document the circumstance associated with the incident including a record of information from all involved employees/students or witnesses as well as an assessment of the situation.
  - (d) All reported incidents will be investigated to the extent possible. The university will take appropriate remedial action to protect employees, faculty and students.
- (2) An employee who is experiencing or witnessing disruptive workplace behavior should report the behavior to his/her supervisor; if the supervisor is the source of the disruptive behavior, the employee should contact the chief human resources officer.
- (G) Education, response and prevention.
- (31) ~~Employer responsibilities~~ Office of human resources.
    - ~~(a) Familiarize all employees and students with the policy and incorporate it into new faculty and staff orientation materials.~~
    - (ba) Provide annual training opportunities for all employees concerning workplace violence and family and relationship violence and familiarize new employees with this policy through new faculty and staff orientation materials and on-

line postings on appropriate university websites. ~~for leaders, supervisors, managers, faculty, and staff.~~

- (eb) ~~Be~~ Proactively ~~in~~ respond to potential indicators of violence or abuse by referring affected individuals to available resources provided by the ~~Youngstown state~~ university. ~~police.~~
- (ec) In collaboration with the university police department, ~~Examine~~ evaluate reported ~~any alleged threat by evaluating incidents of threatening or violent behavior on~~ the perceived intent of the threat, nature of the threat, immediate risk factors and likelihood that harm will occur. ~~This appraisal should be conducted in collaboration with Youngstown state university police.~~
- (ed) Provide ongoing support by helping victims seek professional assistance, including referencing the university's employee assistance program provider on the human resources website.
  - (i) ~~If observed or reported events do not indicate imminent danger to persons or damage to property, the following procedures are indicated:~~
    - (a) ~~Document all circumstances associated with the event, to include a record of information from all involved employees/students or witnesses as well as an assessment of the situation. This documentation should be generated as a result of a report to the Youngstown state university police.~~
- (be) Promptly formulate and implement a plan of action in consultation with the Youngstown state university police and the appropriate manager or supervisor.
- (ef) Following an investigation, ~~Immediately investigate and implement~~ initiate appropriate ~~corrective~~ disciplinary action.
- (g) Process corrective action consistent with university policy and/or collective bargaining agreements as applicable.

- ~~(ii) — In situations involving imminent danger or where there has been an incident of violence involving injury to persons or damage to property:~~
  - ~~(a) — Immediately notify the Youngstown state university police.~~
  - ~~(b) — Seek immediate assistance for persons in need of medical care.~~
  - ~~(c) — Comprehensively document the event that reflects a record of information from all involved employees/students or witnesses as well as an evaluation of the circumstances.~~
  - ~~(d) — Based on the results of the investigation of circumstances, a plan of action will be formulated and the appropriate corrective strategies will be implemented.~~

- (h) Provide assistance to the employing unit, including information on the parameters guiding employee sick leave or personal leave benefits, employee assistance program provider and individualized workplace safety plans.

(2) Youngstown state university police department.

- (a) ~~(iii) Youngstown state university police;~~ In consultation with the office of human resources, the office of environmental and occupational health and safety (EOHS”), and the appropriate office or department, ~~of the vice president for student affairs the university police department~~ will coordinate an individualized workplace safety plan in response to workplace violence and family relationship violence. Such plans may include changing work station and phone numbers as well as providing escort services to and from the building as circumstances warrant.
- (b) Restore order in a conflict situation.
- (c) Enforce the law including existing protection orders.
- (d) Arrange for emergency medical assistance when necessary.



## (e) Participate on a crisis assessment team.

## (43) Faculty, staff and student employee responsibilities

(a) Any student or employee of ~~the Youngstown state~~ university who has obtained a protective order (temporary, permanent, or civil) must inform their immediate supervisor and ~~/or the Youngstown state~~ university police department and provide a copy of the protection order to the university police department.

(b) Have knowledge of the policy.

~~(c) Individuals are encouraged to promptly notify their immediate supervisor, department head, chairperson, college dean, and the Youngstown state university police if they have been victims or believe they may be potential victims of family and/or relationship violence. Such communication is particularly critical when victimization affects employee performance to include absenteeism, productivity, tardiness, collegiality.~~

~~(d)~~ Attend educational training, counseling, or treatment as required.

~~(5) Youngstown state university police responsibilities~~

~~(a) Restore order in a conflict situation.~~

~~(b) Enforce the law including existing protection orders.~~

~~(c) Arrange for emergency medical assistance.~~

~~(d) Participate on a crisis assessment team (i.e., student threat assessment team).~~

~~(e) Consult with the office of human resources, the EOHS, and the office of the vice president for student affairs.~~

~~(6) Office of human resources responsibilities~~

~~(a) Provide assistance to the employing unit, including information on the parameters guiding employee sick leave or personal leave benefits, employee assistance plan~~

~~resources, and individualized workplace safety plans.~~

~~(b) — Process requests for corrective actions consistent with collective bargaining agreements.~~

- (H) Consequences for policy violations.
- (1) University employees determined to be in violation of this policy will be subject to disciplinary action up to and including termination of employment consistent with university policies and/or bargaining unit agreements.
  - (2) Students as perpetrators will be dealt with in accordance with the “The Code of Student Rights, Responsibilities, and Conduct.”
  - (3) Perpetrators of workplace or family and relationship violence occurring in the workplace may be required to complete a program of intervention which may include an educational program, counseling, and/or ongoing treatment. The university’s employee assistance program provider can provide the necessary services or referral to the necessary resources.
  - (4) Perpetrators may be determined persona non grata pursuant to rule 3356-7-45 of the Administrative Code.
  - (5) Perpetrators may be subject to criminal charges.

**3356-7-04      Workplace violence, threats and disruptive behavior.**

Responsible Division/Office: Human Resources  
Responsible Officer: Vice President for Legal Affairs and Human Resources  
Revision History: December 2012; September 2017  
Board Committee: University Affairs  
**Effective Date: September 7, 2017**  
Next Review: 2022

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- (A) Policy statement. Youngstown state university (university) is committed to providing a supportive work and learning environment that is safe and free from threats, intimidation, unreasonable disruptions and violence.
- (B) Purpose. To promote a safe work environment that encourages knowledge acquisition and productive employment by assuring an appropriate and prompt response to any violence or threat of violence.
- (C) Scope. This policy applies to all university employees, students, faculty, visitors and all persons who, while not university employees, perform work or provide services both on university property and for the benefit of the university.
- (D) Definitions.
  - (1) Workplace threats or violence. Conduct against persons or property that is sufficiently severe or intimidating to reasonably interfere with the normal activities or functioning of the workplace. Workplace threats or violence include but are not limited to physical violence; sexual, emotional, and psychological intimidation; verbal abuse; possession of a deadly weapon; and/or use of university property or resources, including telephone, fax machine, email, internet, or other means, to threaten, harass, intimidate or abuse someone.
  - (2) Disruptive behavior. Inappropriate behavior, confrontation, or conflict which unreasonably interferes with or prevents the normal activities or functioning of the workplace.
  - (3) Workplace. Any university-owned or controlled property or

university service or event.

- (4) "Family and relationship violence." Any type of domestic violence as defined by section 2919.25 of the Revised Code.
  - (5) "Deadly weapon." Any instrument, device, or thing capable of inflicting death and designed or specially adapted for use as a weapon, or possessed, carried, or used as a weapon as defined by section 2923.11 of the Revised Code.
- (E) Prohibited behavior includes but is not limited to:
- (1) Verbal abuse or outbursts, the creation of conflict between co-workers, use of profanity/offensive language, or inappropriate interactions with students, coworkers, supervisors or others.
  - (2) Any direct or implied threats to an individual, or the individual's family, friends, associates or property.
  - (3) Physical conduct that results in harm to people or property.
  - (4) The illegal possession, use or unauthorized storage of a deadly weapons on university property or at university-sponsored events.
  - (5) Intimidation or harassment that has the intent or effect of disrupting the work or learning environment and/or results in fear for personal safety.
  - (6) The use of university property or resources, such as work time, telephones, mail, e-mail, or the internet, to threaten or harass someone.
  - (7) Repeated unwanted contact from one person to another which causes an individual to reasonably feel alarm or fear violence.
- (F) Reporting.
- (1) An employee who is the victim of violence in the workplace; or believes he or she has been or is being threatened with violence in the workplace; or witnesses an act or threat of violence in the workplace; shall take the following steps:

- (a) If the situation is one of immediate danger; contact the university police department (330-941-3527 or 911 from a university phone) or local law enforcement by dialing 911 and take whatever emergency steps are available and appropriate to protect yourself or others from immediate harm including seeking immediate assistance for persons in need of medical care; then file a report with the university police department and the chief human resources officer as soon as possible.
  - (b) If the situation is not one of immediate danger; report the incident to the appropriate supervisor and to the chief human resources officer as soon as possible. A police report should also be filed with the university police department.
  - (c) The university police department, the chief human resources officer and managers and supervisors are to take all reported incidents of threatening and violent behavior in the workplace seriously and document the circumstance associated with the incident including a record of information from all involved employees/students or witnesses as well as an assessment of the situation.
  - (d) All reported incidents will be investigated to the extent possible. The university will take appropriate remedial action to protect employees, faculty and students.
- (2) An employee who is experiencing or witnessing disruptive workplace behavior should report the behavior to his/her supervisor; if the supervisor is the source of the disruptive behavior, the employee should contact the chief human resources officer.
- (G) Education, response and prevention.
- (1) Office of human resources.
    - (a) Provide annual training opportunities for all employees concerning workplace violence and family and relationship violence and familiarize new employees with this policy



through new faculty and staff orientation materials and on-line postings on appropriate university websites.

- (b) Proactively respond to potential indicators of violence or abuse by referring affected individuals to available resources provided by the university.
  - (c) In collaboration with the university police department, evaluate reported incidents of threatening or violent behavior on the perceived intent of the threat, nature of the threat, immediate risk factors and likelihood that harm will occur.
  - (d) Provide ongoing support by helping victims seek professional assistance, including referencing the university's employee assistance program provider on the human resources website.
  - (e) Promptly formulate and implement a plan of action in consultation with the Youngstown state university police and the appropriate manager or supervisor.
  - (f) Following an investigation, implement appropriate disciplinary action.
  - (g) Process corrective action consistent with university policy and/or collective bargaining agreements as applicable.
  - (h) Provide assistance to the employing unit, including information on the parameters guiding employee sick leave or personal leave benefits, employee assistance program provider and individualized workplace safety plans.
- (2) Youngstown state university police department.
- (a) In consultation with the office of human resources, the office of environmental and occupational health and safety (EOHS"), and the appropriate office or department, the university police department will coordinate an individualized workplace safety plan in response to workplace violence and family relationship violence. Such plans may include changing work station and phone numbers as well as providing escort services to and from

the building as circumstances warrant.

- (b) Restore order in a conflict situation.
  - (c) Enforce the law including existing protection orders.
  - (d) Arrange for emergency medical assistance when necessary.
  - (e) Participate on a crisis assessment team.
- (3) Faculty, staff and student employee responsibilities
- (a) Any student or employee of the university who has obtained a protective order (temporary, permanent, or civil) must inform their immediate supervisor and the university police department and provide a copy of the protection order to the university police department.
  - (b) Have knowledge of the policy.
  - (c) Attend educational training, counseling, or treatment as required.
- (H) Consequences for policy violations.
- (1) University employees determined to be in violation of this policy will be subject to disciplinary action up to and including termination of employment consistent with university policies and/or bargaining unit agreements.
  - (2) Students as perpetrators will be dealt with in accordance with the "The Code of Student Rights, Responsibilities, and Conduct."
  - (3) Perpetrators of workplace or family and relationship violence occurring in the workplace may be required to complete a program of intervention which may include an educational program, counseling, and/or ongoing treatment. The university's employee assistance program provider can provide the necessary services or referral to the necessary resources.
  - (4) Perpetrators may be determined persona non grata pursuant to rule 3356-7-45 of the Administrative Code.

- (5) Perpetrators may be subject to criminal charges.



**Explanation of Modifications to *University Policy*:**

**3356-7-44 Background Checks for Potential Employees Policy**

This policy has been revised to better define the components of the background check and to more clearly identify the parameters associated with conducting a background check. Further, the procedures utilized by the Office of Human Resources to consider information obtained from a background check have been clarified.

**Board of Trustees Meeting  
September 7, 2017  
YR 2018-**

**RESOLUTION TO MODIFY AND RETITLE  
BACKGROUND CHECKS FOR POTENTIAL  
EMPLOYEES POLICY, 3356-7-44**

**WHEREAS**, University Policies are being reviewed and re-conceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Background Checks for Potential Employees policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy governing Background Checks for Potential Employees, policy number 3356-7-44, to be retitled as Background Checks, shown as Exhibit \_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

3356-7-44      **Background checks** ~~for potential employees.~~

~~Previous Policy Number: 7021.05 (new)~~

Responsible Division/Office: Human Resources

Responsible Officer: **Vice-President for Legal Affairs and** ~~Chief~~ Human Resources ~~Officer~~

Revision History: June 2011; **September 2017**

Board Committee: University Affairs

**Effective Date:** ~~June 17, 2011~~ **September 7, 2017**

Next Review: ~~2016~~ **22**

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(A) Policy statement.

~~(1)~~ Youngstown state university (**university**) is committed to providing a safe environment for all students, employees and visitors to our campus and associated worksites and to protecting its funds, property and other assets. **Background checks promote safety and security and allow the university to make well-informed hiring decisions.** ~~contribute to these efforts. Effective July 1, 2011, the university will conduct background checks on persons hired for initial employment with the university.~~

(B) **Scope.** This policy ~~will apply~~ **applies** to all individuals (both internal and external) selected for a position with the university for full- and part-time faculty, professional/administrative, and classified positions. It is a condition of employment that all such individuals submit to the criminal background check procedures.

~~(2) The chief human resources officer is responsible for the procedures necessary for the implementation of this policy. These procedures are available on the "Employment" component of the human resources website and are identified as "Guidelines for Conducting Background Checks."~~ Federal, state and local regulations may also require background checks for specific individuals or positions.

(C) Definitions.

(1) **Background check.** The process of verifying credentials or other information about a candidate including but not limited to a

criminal history check, educational and license verification, financial history check, and employment history.

- (2) Conviction. A guilty verdict, a guilty plea or a plea of no contest (Nolo Contendere) of a felony or misdemeanor, other than minor traffic offenses.
- (3) Criminal background check. The process of gathering and reviewing criminal history records or information furnished by a criminal justice agency or third party vendor in the business of obtaining and providing criminal history records relating to an individual's criminal convictions. A criminal history record does not include an individual's conviction records that have been sealed by court order. Criminal records include in-state and out-of-state criminal history, including misdemeanor and felony convictions.
- (4) Credit history check. The process of gathering and reviewing financial history records or information furnished by any court of civil law, credit reporting agency (credit report), or a third party vendor in the business of obtaining and providing credit reports.

(D) Parameters.

- (1) The chief human resources officer is responsible for developing procedures necessary for the implementation of this policy.
- (2) Former university employees who are proposed for rehire following an interrupted period of twelve (12) months or more are subject to a criminal background check.
- (3) With the exception of minor traffic violations, a candidate who has falsified or withheld information will be disqualified from further consideration. This exception for minor traffic violations does not apply to positions which require a motor vehicle record check.
- (4) University departments, offices or units may require additional background checks such as motor vehicle checks, driver insurability or license verification on final candidate(s) for positions with corresponding job responsibilities.



(BE) Procedures. ~~for conducting background checks for potential employees.~~

- (1) ~~Introduction. Applicants~~Candidates who are considered to be finalists in a job search are required to provide a written release ~~to~~ authorizing ~~e-the-a~~ criminal background ~~investigation~~check using a prescribed form and are required to provide necessary authorization and information for all other applicable background checks. A state of Ohio and a federal criminal background check will be conducted for final candidates who are under final consideration.
- (2) Criminal history ~~and~~ including sex offender checks will be conducted for the selected candidate for all positions as noted in this policy.
- (3) A credit history will be conducted for any positions with access to or responsibility for cash receipts, cash accounts, blank checks, checking accounts or other bank accounts. Credit checks will also be required for positions that initiate accounting/financial transactions that are not reviewed or verified by others, positions that have override authority for spending, and deans, directors and/or department head or above. Current employees who assume these duties during the course of their employment will be subject to a credit history check.

(F) Guidelines for review of criminal background checks.

- (2) — In accordance with state and federal laws, a previous criminal conviction does not automatically disqualify ~~an applicant~~candidate from consideration for employment with the university. A candidate's eligibility will depend on a variety of factors, including but not limited to:
  - (1) ~~such as~~†The nature of and circumstances surrounding any crime(s);.
  - (2) †The time elapsed since conviction, ~~and~~ rehabilitation record; and completion of any sentence.



- (3) ‡The actions and activities of the individual since the crime(s), including the individual's subsequent work history, the truthfulness and completeness of the candidate's disclosure of the conviction(s).<sup>5</sup>
- (4) The nature and duties of the position.
- (5) ~~and a~~Any other relevant information. ~~A conviction includes any unlawful offense other than a minor traffic violation.~~

~~(C) Guidelines for background checks.~~

- ~~(1) Candidates may be excluded from consideration for employment for the following criminal convictions:~~
  - ~~(a) Any felony offense;~~
  - ~~(b) A sex offense as defined in Chapter 2907. of the Revised Code;~~
  - ~~(c) An offense of violence as defined in division (A)(9)(a) of section 290.01 of the Revised Code;~~
  - ~~(d) A theft offense as defined in Chapter 2925. of the Revised Code that involves the illegal possession, use, sale, transfer, preparation, cultivation, and manufacture of a drug of abuse, dangerous drug, controlled substance or over the counter drug.~~
  - ~~(e) Any offense that is substantially similar to the above listed offenses occurring in a jurisdiction outside of the state of Ohio or in any municipality or other jurisdiction in Ohio.~~

- ~~(23) Background checks will be used to evaluate individuals for employment and will not be used to discriminate on the basis of race, color, national origin, religion, creed, sex, disability, age, veteran's status, sexual orientation or political affiliation.~~

~~(F)G) Employee duty to disclose.~~

- ~~(31) Current employees who are convicted of a criminal offense (other than a minor traffic violation) may be subject to a criminal~~

background check. Therefore, employees are required to report any conviction to their immediate supervisor within three (3) calendar days of the conviction. The immediate supervisor will notify the office of human resources regarding the receipt of a notification from an employee so that a determination may be made regarding the necessity to initiate a background check.

- (2) Current employees convicted of a criminal offense, may be subject to further action consistent with university policies and applicable collective bargaining agreements.
- (DH) Use ~~Scope and types~~ of background checks. Background checks will be used to evaluate individuals for employment and will not be used to discriminate on the basis of race, color, national origin, religion, creed, sex, disability, age, veteran's status, sexual orientation or political affiliation.
  - ~~(1) Criminal background checks. Criminal history and including sex offender checks will be conducted for the selected candidate for all positions as noted above.~~
  - ~~(2) Credit history checks. A credit history will be conducted for any positions with access to or responsibility for cash receipts, cash accounts, blank checks, checking accounts or other bank accounts. Credit checks will also be required for positions that initiate accounting/financial transactions that are not reviewed or verified by others, positions that have override authority for spending, and deans, directors and/or department head or above. Current employees who assume these duties during the course of their employment will be subject to a credit history check.~~
  - ~~(3) Motor vehicle checks. Motor vehicle checks will be conducted on the final candidate(s) for any positions that require the individual to drive a university vehicle as a regular part of their job responsibilities.~~
  - (1) Confidentiality. Background checks may only be administered pursuant to this policy and in accordance with human resources procedures. Results of background checks will only be disclosed to the extent necessary to administer and enforce this policy, or as required by law or appropriate

legal process. Violation of the confidentiality requirement is grounds for discipline, up to and including termination of employment.

**3356-7-44      Background checks.**

Responsible Division/Office: Human Resources  
Responsible Officer: Vice-President for Legal Affairs and Human Resources  
Revision History: June 2011; September 2017  
Board Committee: University Affairs  
**Effective Date: September 7, 2017**  
Next Review: 2022

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- (A) Policy statement. Youngstown state university (university) is committed to providing a safe environment for all students, employees and visitors to our campus and associated worksites and to protecting its funds, property and other assets. Background checks promote safety and security and allow the university to make well-informed hiring decisions.
- (B) Scope. This policy applies to all individuals (both internal and external) selected for a position with the university for full- and part-time faculty, professional/administrative, and classified positions. It is a condition of employment that all such individuals submit to the criminal background check procedures. Federal, state and local regulations may also require background checks for specific individuals or positions.
- (C) Definitions.
  - (1) Background check. The process of verifying credentials or other information about a candidate including but not limited to a criminal history check, educational and license verification, financial history check, and employment history.
  - (2) Conviction. A guilty verdict, a guilty plea or a plea of no contest (Nolo Contendere) of a felony or misdemeanor, other than minor traffic offenses.
  - (3) Criminal background check. The process of gathering and reviewing criminal history records or information furnished by a criminal justice agency or third party vendor in the business of obtaining and providing criminal history records relating to an individual's criminal convictions. A criminal history record does

not include an individual's conviction records that have been sealed by court order. Criminal records include in-state and out-of-state criminal history, including misdemeanor and felony convictions.

- (4) Credit history check. The process of gathering and reviewing financial history records or information furnished by any court of civil law, credit reporting agency (credit report), or a third party vendor in the business of obtaining and providing credit reports.

(D) Parameters.

- (1) The chief human resources officer is responsible for developing procedures necessary for the implementation of this policy.
- (2) Former university employees who are proposed for rehire following an interrupted period of twelve (12) months or more are subject to a criminal background check.
- (3) With the exception of minor traffic violations, a candidate who has falsified or withheld information will be disqualified from further consideration. This exception for minor traffic violations does not apply to positions which require a motor vehicle record check.
- (4) University departments, offices or units may require additional background checks such as motor vehicle checks, driver insurability or license verification on final (s) for positions with corresponding job responsibilities.

(E) Procedures.

- (1) Candidates who are considered to be finalists in a job search are required to provide a written release authorizing a background check using a prescribed form and are required to provide necessary authorization and information for all other applicable background checks. A state of Ohio and a federal criminal background check will be conducted for final candidates who are under consideration.

- (2) Criminal history including sex offender checks will be conducted for the selected candidate for all positions as noted in this policy.
  - (3) A credit history will be conducted for any positions with access to or responsibility for cash receipts, cash accounts, blank checks, checking accounts or other bank accounts. Credit checks will also be required for positions that initiate accounting/financial transactions that are not reviewed or verified by others, positions that have override authority for spending, and deans, directors and/or department head or above. Current employees who assume these duties during the course of their employment will be subject to a credit history check.
- (F) Guidelines for review of criminal background checks. In accordance with state and federal laws, a previous criminal conviction does not automatically disqualify a candidate from consideration for employment with the university. A candidate's eligibility will depend on a variety of factors, including but not limited to:
- (1) The nature of and circumstances surrounding any crime(s).
  - (2) The time elapsed since conviction, rehabilitation record and completion of any sentence.
  - (3) The actions and activities of the individual since the crime(s), including the individual's subsequent work history, the truthfulness and completeness of the candidate's disclosure of the conviction(s).
  - (4) The nature and duties of the position.
  - (5) Any other relevant information.
- (G) Employee duty to disclose.
- (1) Current employees who are convicted of a criminal offense (other than a minor traffic violation) may be subject to a criminal background check. Therefore, employees are required to report any conviction to their immediate supervisor within three (3) calendar days of the conviction. The immediate supervisor will notify the office of human resources regarding the receipt of a

notification from an employee so that a determination may be made regarding the necessity to initiate a background check.

- (2) Current employees convicted of a criminal offense, may be subject to further action consistent with university policies and applicable collective bargaining agreements.
- (H) Use of background checks. Background checks will be used to evaluate individuals for employment and will not be used to discriminate on the basis of race, color, national origin, religion, creed, sex, disability, age, veteran`s status, sexual orientation or political affiliation.
- (I) Confidentiality. Background checks may only be administered pursuant to this policy and in accordance with human resources procedures. Results of background checks will only be disclosed to the extent necessary to administer and enforce this policy, or as required by law or appropriate legal process. Violation of the confidentiality requirement is grounds for discipline, up to and including termination of employment.

**RESOLUTION TO APPROVE THE SELECTION OF THE POSITION  
FOR ASSOCIATE PROVOST FOR ACADEMIC ADMINISTRATION**

**WHEREAS**, a vacancy occurred in the Office of the Provost upon the death of Teresa Riley, Senior Associate Provost for Academic Administration; and

**WHEREAS**, the Board of Trustees approved the authorization of a search in accordance with University Policy, 3356-9-02 and this position is eligible for a multiple-year contract pursuant to University Policy, 3356-7-35; and

**WHEREAS**, a candidate was identified from an applicant pool obtained as a result of an internal search process and recommended by the search committee; and

**WHEREAS**, a search was completed and a strong consensus emerged to select a particular candidate;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby appoint Jennifer A. Pintar to the position of Associate Provost for Academic Administration.

**FURTHER, BE IT RESOLVED**, that Jennifer A. Pintar receive a multiple-year contract commencing on September 16, 2017.



**TITLE:** Associate Provost for Academic Administration

**DEPARTMENT:** Office of the Provost

**JOB SUMMARY:**

Provides leadership on behalf of and as delegated by the Provost in areas of academic resource planning and management, personnel activities, and communications and public reporting, for the Division of Academic Affairs. Works closely with deans, directors, faculty and staff, in advancing the academic enterprise. Supports the academic division role in shared governance, as appropriate.

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

Provides leadership in developing strategic objectives and in developing, assessing, and implementing University-wide and Division academic policies and procedures.

Serves as the signature authority on selected administrative faculty forms, such as part-time faculty contracts; faculty workload projections, teaching credential evaluations, and others as delegated by the Provost;

Manages sabbatical and FIL selection processes, Distinguished Professorship, part-time teaching excellence, chairs excellence and Watson Merit Award selection processes;

Interfaces with personnel in human resources on issues related to faculty employment, leads activities related to faculty grievance processes, and serves as hearing officer for Step 2 grievances as required.

Works with academic senate, college and department committees, to ensure compliance with stated policies and processes;

Serves as chair of the undergraduate Student Academic Grievance Subcommittee of the Academic Senate, and address other student academic issues. Interfaces with the Associate Vice-President for Student Experience as needed.

Ensures public reporting of mandatory information for students including right-to-know data, processes for student grievances and complaints, Title IV related disclosures, student outcome data and licensure pass rates.

Maintains integrity of academic data and automated systems, such as workload inventory, faculty reassign and workload, and similar student and faculty data.

Provides oversight for Metro Credit, Distance Education, Faculty professional development, and Institutional Research.

**OTHER FUNCTIONS & RESPONSIBILITIES:**

Plays a significant role in university planning, including enrollment management; faculty recruitment and development; marketing and communications, academic facilities and space, and information technology.

Serves as representative of the Provost and President in dealing with student problems that rise above college level;

Works with academic senate, college and departmental committees to ensure compliance with policies and guidelines and promote shared governance.

Serves as liaison for university events, including commencement, and supervises Provost Office activities related to commencement.

Assists Provost in development and accomplishment of Academic Affairs' goals and objectives and by chairing, convening, and/or serving on various campus and community committees, task forces, councils, etc, as assigned.

Serves as a member of Deans' Council.

Performs other related duties as assigned.

**SUPERVISION EXERCISED:**

Administrative supervision is exercised over the Director of Distance Learning; the Director of Metro Credit; Director of Faculty Professional Development; and the Director for Institutional Research; functional supervision is exercised over staff in the Office of the Provost and Vice President for Academic Affairs.

**REPORTS TO:** Provost

**PHYSICAL REQUIREMENTS:**

None

**REQUIRED CERTIFICATIONS AND/OR LICENSURES:**

None

**MINIMUM QUALIFICATIONS:**

Tenured faculty member at Associate Professor rank or above, with minimum 3 years administrative experience.

Demonstrated ability to engage and motivate faculty.

Demonstrated ability to work effectively with students.

**PREFERRED QUALIFICATIONS:**

Five or more years of prior academic administrative experience at or above the level of Associate Dean or Department Chair.

Knowledge of YSU Board Policies and the YSU-OEA/YSU Agreement

Demonstrated ability to use and analyze data in decision-making.

**Jennifer Peoples Pintar, PhD, MPH**  
**Professor, Human Performance and Exercise Science**  
**Youngstown State University**  
**Youngstown, OH 44555**  
**(330) 941-3655**  
**E-Mail: japintar@ysu.edu**

## **EDUCATION**

PhD, 2001

Major: Exercise Physiology  
University of Pittsburgh  
Pittsburgh, PA

MPh, 2004

Major: Epidemiology  
University of Pittsburgh  
Pittsburgh, PA

M.S., 1995

Major: Exercise Physiology  
University of Pittsburgh  
Pittsburgh, PA

B.S., 1994

Major: Biology  
Washington and Jefferson College  
Washington, PA

## **PROFESSIONAL EXPERIENCE**

2014-current	Chairperson, Human Performance and Exercise Science, Youngstown State University
2012-current	Professor, Human Performance and Exercise Science, Youngstown State University
2005-2012	Associate Professor, Human Performance and Exercise Science, Youngstown State University
2002-2005	Assistant Professor, Human Performance and Exercise Science, Youngstown State University
1999-2001	Instructor, Human Performance and Exercise Science, Youngstown State University

## **CERTIFICATION**

Current American Red Cross CPR for adults, children, and infants certification  
American College of Sports Medicine Health Fitness Instructor Certification  
American College of Sports Medicine Certified Personal Trainer  
National Strength and Conditioning Association Certified Strength and Conditioning Specialist  
National Strength and Conditioning Association Certified Personal Trainer  
Quality Matters Distance Learning Peer Reviewer Certification

## **GRADUATE AND SWING COURSES TAUGHT**

MPH 6996 Practicum 3 credits – conference course  
MPH 6994 Individual Study 3 credits – conference course  
MPH 6997 MPH Capstone 6 credits – conference course

## **INVOLVEMENT IN MASTER AND DOCTORAL CANDIDATES' COMMITTEES**

Master's thesis committee, Dublin City University, Dublin, Ireland, 2010-2011

Master's thesis committee. Youngstown State University, Youngstown, OH,  
2012-2013

## **INVOLVEMENT IN COMMITTEES**

Committee to propose the Spots Medicine and Applied Biomechanics laboratory  
as a Center of Excellence - 2017

Academic Grievance Subcommittee – Acting Judicial Chair – 2015-current

Wellness Steering Committee 2015-current

Chairperson Development Committee 2015-current

Department search committee for new faculty member in athletic training,  
2015, 2016

Committee to assess the need of a new Master of Athletic training program,  
propose to University and State of Ohio – Chair of Committee - 2014-2016

Rich Center Board Member 2010 - 2014

Department search committee for new faculty member in exercise science,  
2010, 2012, 2013

Chair, Department Assessment Committee for Exercise Science, 2008-2014

Academic Senate, 2010-2014

Department search committee for new faculty member in health promotion, 2010

Chair of the University FIL and Sabbatical Committee, 2010

Member of the Rich Center for Autism search committee for senior researcher for  
this new Center of Excellence, 2010

University search committee: Wellness Coordinator for Andrews Recreation  
Center, 2012

University search committee: Research Faculty position for the Rich Center,  
2011-2012

Diversity Committee chaired by Tammy King, 2010-2011

General Education Committee meeting, 2011

Served on the College Curriculum Committee, 2008-2009

Autism Academic Vision/Plan for Rich Center at YSU, 2008

Member of the University Higher Learning Commission Accreditation  
Committee, 2006-2007

Rich Center as a niche site committee appointed by Provost Khawaja, 2007

Department Tenure Committee, 2007

Served on the BCHHS Faculty Development Review Committee, 2007-2008

Nominated member of the Senate Ad Hoc committee on University Tenure and  
Promotion, 2007

## **PUBLICATIONS**

**Pintar, J.A.,** K. Learman. "Methods of measuring muscular trunk fitness". Currently  
in revision.

Ellis, A., **J.A. Pintar,** K. Learman. "Reliability and Concurrent Validity of  
Abdominal Strength and Endurance Tests in Children". Currently in revision

Learman KE, **Pintar JA,** Ellis AR. "The Effect of Abdominal Strength and Endurance  
Exercises on Abdominal Peak Torque and Endurance Field Tests: A Randomized

- Controlled Trial". *Physical Therapy in Sport* 16(2) · August 2014
- Pintar, J. A., N. Moyna, F.J. Bosso.** "Effect of Fitness Level, Gender, and Exercise Duration on Self-Selected Intensities on a Treadmill". Currently in manuscript. 2013
- Pintar, J.A., K.L. Storti, V. Arena, R.J. Robertson, E.N. Nagle, A.M. Kriska.** "What is the role of adolescent body mass index and physical activity on adult health risk behaviors?" *Open Journal of Preventive Medicine.* 2(1):72-78. 2012.
- Pintar, J.A., K. Learman, R. Rogers.** "Traditional Exercises Do Not Have a Significant Impact on Abdominal Peak Force in Healthy Young Adults" *J Strength Cond Res.* Oct;23(7):2083-9.2009
- Pintar, J., R. Robertson, A. Kriska, E. Nagle, F. Goss.** The Influence of Fitness and Body Weight on the Selection of Preferred Exercise Intensity. *Med. Sci. Sports Exerc.* May; 38(5):981-8. 2006.
- Pintar, J.A., T.J. Michael, F.J. Bosso, N.M. Moyna.** Effect of Activity Level, Gender, and Exercise Duration on Self-Selected Intensities. *Medicine and Science in Sports and Exercise.* 2003; 35(5).
- Pintar, J.A., A. Kriska, E. Nagle, R.J. Robertson, F.L. Goss.** The Influence of Fitness and Fatness on Exercise Intensity Selection while Walking on a Treadmill. *Medicine and Science in Sports and Exercise.* 2002; 34(5)
- Moyna, N.M. R.J. Robertson, C.L. Meckes, **J.A. Peoples**, N.B. Millich, and P.D. Thompson. Intermodal comparison of energy expenditure at exercise intensities corresponding to the perceptual preference range. *Med. Sci. Sports Exerc.* 33:1404-1410, 2001.
- Also appeared in Fitness Management October 2001 edition
  - Also appeared in Muscle Media
- Robertson, R.J., F.L. Goss, N. Boer, J.D. Gallagher, T. Thompkins, K. Bufalino, G. Balasekaran, C. Meckes, **J. Pintar**, A. Williams. OMNI scale perceived exertion at ventilatory breakpoint in children: response normalized. *Med Sci Sports Exerc.* 33:1946-1952, 2001.
- Goss F, Robertson R, Riechman S, Zoeller R, Dabayebeh I, Moyna N, Boer N, **Peoples J**, Metz K. Effect of potassium phosphate supplementation on perceptual and physiological responses to maximal graded exercise. *Int J Sport Nutr Exerc Metab.* 2001;11:53-62.
- Robertson, R.J., F.L. Goss, N.F. Boer, **J.A. Peoples**, A.J. Foreman, I.M. Dabayebeh, N.B. Millich, G. Balasekaran, S.E. Riechman, J.D. Gallagher, and T. Thompkins. Children's OMNI Scale of Perceived Exertion: mixed gender and race validation. *Med. Sci. Sports Exerc.* 32(3): pgs 452- 8, 2000.

## GRANTS

- Center for Excellence – Sports Medicine and Applied Biomechanics - Grant awarded as part of a nine person team (3/2017)
- Mindfulness among veterans and nonveterans (\$5000) Centafonti Grant (10/2015)
- Submitted and awarded URC grant for \$500 to assist in the study of muscular endurance tests among children grades K-8. (11/2011)

- Submitted The Mindfulness Institute Project (MIP) grant for \$400,000 requested through Congressman Tim Ryan. This grant was submitted with Dean Mosca and Dean Ginnetti. (2/2010)
- Submitted and awarded the Bitonte Research Grant in the amount of \$1200 (4/2010) to study muscular endurance tests among children grades K-8.
- Received grant from Rich Center for Autism. It was a combined grant with Suzanne Gufrie from Physical Therapy. My portion worked with motor skills among children with autism. (\$3,030)
- Co-author of a \$10,000 grant from General Mills. Sent January 30, 2007 through the Rich Center for the Study and Treatment of Autism. This grant was awarded.
- Provided assistance with the authorship of the Rich Center Intertech grant. This grant was awarded. During the ceremony, attended by President Sweet, Provost, Mayor and many local TV stations, I was interviewed by the Vindicator about my research studies at the center and what the new grant means to the research. (\$100,000 grant)
- University Research Council for RPE study in children with autism (\$2,700) (4/05)
- Professional Development Grant to explore coaching psychology for fitness goals (2006, 2007)
- Received \$2305.00 from the Paula and Anthony Rich Autism Grant Fund for a study entitled, *Physical and Perceptual Effects of Exercise in Children with Autism*. (4/04)
- Received 2 research assistant grants for \$1500.00 (5/04) for work on the study, *Physical and Perceptual Effects of Exercise in Children with Autism*.
- Received 1 research assistant grant for \$1500.00 (5/04) for work on the study, Comparison and Contrast of Static and Ballistic Stretching
- Along with undergraduate student, Alyssa Goist, successfully applied for \$500 Undergraduate Student Research Grant (12/03).
- Along with Frank Bosso and Nicole Mullins, successfully applied for equipment grant for the Department (\$9,950). Awarded from the College DAC instructional equipment funds (11/03)
- Received \$500 grant from the University Research Council small grant program for a study entitled, *Assessing the Physical Activity, Health Behavior Perceptions and Attitudes Within the Student Population of the National Youth Sports Program at Youngstown State University*. (6/2003)
- Received 2 research assistant grants for \$1500.00 (5/2003) for work on the study, *Physical and Psychological Benefits of Aerobic Dance for Children with Autism*.
- Received \$3,300.00 from the Paula and Anthony Rich Autism Grant Fund for a study entitled, *Physical and Psychological Benefits of Aerobic Dance for Children with Autism*. (3/03)
- Received \$1000 for Reimbursement for Advanced Studies to become certified in Pilates (2003).
- Received \$4500.00 grant from University Research Council for a study entitled, *The Influence of Training Frequency on the Development of Abdominal Strength* (4/12/02).

- Received 2 research assistant grants for \$1500.00 (4/02) for work on the study. *The Influence of Training Frequency on the Development of Abdominal Strength.*

## PRESENTATIONS

- Pintar, Jennifer. Seventh International Conference on Sport and Society. June 2016. Honolulu, Hawaii. *Mindfulness and Sport Performance: A Literature Review.*
- Cadman, Alyson. I served as faculty advisor for Alyson Cadman's presentation on muscular endurance testing for students grade K-8 at the Ohio Physical Therapy Association. April 8, 2011.
- Pintar, J. A., K.L. Storti, R.J. Robertson, FACSM, V.C. Arena, E. Nagle, A. Kriska, FACSM. National American College of Sports Medicine Conference in Baltimore, MD, June 2010. *The Impact of Body Mass Index and Physical Activity on Drinking and Smoking Behaviors.*
- Taylor, C. I served as the faculty mentor for Cherub Taylor's presentation on exercise and autism for the March 9-11/2007 Stars Conference at BGSU.
- Pintar, J.A. Guest lecturer of CPE day regarding Facts and Fallacies of Exercise, 2005
- Pintar, J.A., D.J. Aaron, A.M. Kriska. *Tracking of Health Indicators in Adolescents.* The American College of Sports Medicine National Convention, Indianapolis, Indiana. June 5, 2004.
- Pintar<sup>1</sup>, J. A., T J Michael, F J Bosso<sup>1</sup>, and N M Moyna (FACSM), <sup>1</sup>Youngstown State University, OH, Western Michigan University, MI and Dublin City University, Ireland. *Effect of Fitness Level, Gender, and Exercise Duration on Self-Selected Exercise Intensities.* The American College of Sports Medicine National Convention, San Francisco, California. June 5, 2003.
- Pintar, J., A. Kriska, E. Nagle, F. Goss, R.J. Robertson. *The Influence of Fitness and Fatness on the Selection of Exercise Intensity while Walking on a Treadmill.* Presented at the American College of Sports Medicine National Convention. St. Louis, Missouri, May, 2002.
- Pintar, J. *The Importance of Physical Fitness for College-Aged Women.* Presented during Women's Health Month. Youngstown, OH. September 25, 2002.
- Pintar, J. *Physical Activity and the Minority Community.* Presented at the Minority Enrichment Health Fair. YWCA of Youngstown, OH. April 18, 2002.
- Pintar J. *Promoting Physical Fitness Among Overweight Children* Presented for the KidFit program. Youngstown, OH. June 7, 2002.
- Pintar, J., A. Kriska, E. Nagle, F. Goss, R.J. Robertson. *The Influence of Fitness and Fatness on the Selection of Exercise Intensity while Walking on a Treadmill.* Presented at the University of Pittsburgh Department of Human Performance and Exercise Science. December, 2001
- Pintar, J. *Teaching Physical Fitness for Children.* Presented at the Northeast Ohio Education Association (NEOEA), Day Seminar. Youngstown, OH. October 12, 2001.
- Pintar, J. *Asthma and Exercise.* Presented for The Community Asthma Project. YWCA of Youngstown, OH. November 20, 2001.



## PROFESSIONAL DEVELOPMENT

- 2015 Reviewer for textbook, "Coaching Psychology Manual". Second Edition by Margaret Moore, Erika Jackson, and Bob Tschannen-Moran. Published by Wolters Kluwer.
- 2013 Took 18-week teleconference course in Wellcoaches through American College of Sports Medicine to sit for the Health Coaching certification
- 2012 Accepted to the Youngstown State University Masters of Business Administration program
- 2012 Attended Omega conference on Mindfulness Based Stress Reduction with Jon Kabat-Zinn and Saki Satorelli
- 2012 Currently serving as a mentor to a master's student in the public health program
  - o 4 courses are being conducted under my guidance
- 2010-11 Master's thesis committee. Dublin City University in Dublin, Ireland
- 2010 Attended Mindfulness Based Stress Reduction program for the Center for Mindfulness in Medicine, Health Care, and Society in Worcester, MA
- 2010 Attended National American College of Sports Medicine Conference in Baltimore, MD
- 2010 Reviewer for manuscript, "Response Normalized OMNI Rating of Perceived Exertion at the Ventilatory Breakpoint in Division I Football Players" F. Goss, R. Robertson, M. Gallagher, Jr., A. Piroli, and E. Nagle
- 2010 HPES 4890: Undergraduate Research. Mentor for research projects.
  - Lauren Masters – Flexibility assessment
  - Alyson Cadman – Measurement of muscular endurance among children
- 2010 HPES 4880: Internship. Mentor for research projects.
  - John Dunfee (Plank study)
  - Nicole Harlamapolous (sport and children research)
- 2010 Quality Matters Reviewer Certification for online courses
- 2009 Attended Wellcoach Seminar on goal setting and coaching format
- 2008 Faculty member of the Consortium of Eastern Ohio Masters of Public Health (CEOMPH), 2008-current.
- 2008 Reviewer for article entitled "Let them roam free? Physiological and Psychological evidence for the potential of self-selected exercise intensity in public health" by Dr Panteleimon Ekkekakis for the journal Sports Medicine.
- 2008 Served as reviewer for the textbook 'ECG Interpretation for the Exercise Science Student' by Barry Saul through Lippincott Williams Wilkins.
- 2007 Attended the 2007 Club Industry Conference in Chicago, IL and earned continuing education credits
- 2006 Served as a reviewer for a manuscript for the Journal of Cardiopulmonary Rehabilitation entitled, 'Influence of Self-Efficacy on the Functional Relationship between Ratings of Perceived Exertion and Exercise Intensity' (JCR #0650)
- 2006 Reviewed *ECG Interpretation for the Exercise Scientist* published by Lippincott, Williams and Wilkins.

- 2005 Reviewed textbook (*NASM Optimum Performance Training*) published by Lippincott, Williams and Wilkins.
- 2004 *Muscular Strength, Power and Endurance Training: Exercise Prescription and Progression Strategies for Individuals with Chronic Disease* published by Delmar.
- 2004 Reviewed the text entitled, *Fitness and Wellness for Life* from Delmar publishers
- 2004 Received graduate faculty status (associate level)

#### **AWARDS**

- 2016 Phi Kappa Phi Honors Society Chapter 143
- 2013 Distinguished Professorship Award for Excellence in Teaching
- 2005 Faculty Fellow Award for Rich Center for the Study and Treatment of Autism
- 2004 Faculty Improvement Leave awarded to complete a number of research studies
- 2003 Distinguished Professorship Award for Excellence in Teaching
- 2003 Northeast Ohio Council on Higher Education "Celebration of Teaching Excellence" Award
- 2003 Ohio Magazine Excellence in Education Award
- 2001 Honorary Member of the Golden Key National Society. Nominated by a student.

**RESOLUTION TO APPROVE  
THE SELECTION OF AN ASSOCIATE VICE PRESIDENT FOR  
TECHNOLOGY AND CHIEF INFORMATION OFFICER**

**WHEREAS**, a vacancy occurred in the Division of Finance and Business Operations upon the resignation of Kenneth A. Schindler in September 2016; and

**WHEREAS**, the Board of Trustees approved the authorization of a search in accordance with University Policy, 3356-9-02 Selection and Annual Evaluation of Administrative Officers of the University and this position is eligible for a multiple-year contract pursuant to University Policy, 3356-7-35; and

**WHEREAS**, candidates were identified from an applicant pool obtained as a result of a national search process and recommended by the search committee; and

**WHEREAS**, a search was completed with a candidate being selected from a list of three finalists recommended by a search committee;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the appointment of James A. Yukech to the position of Associate Vice President for Technology and Chief Information Officer.

**FURTHER, BE IT RESOLVED**, that James A. Yukech receive a multiple-year contract commencing on September 16, 2017.



YOUNGSTOWN STATE UNIVERSITY

Issue Date: 1/17

Salary Range: H12 Excluded

Reviewed By: KR/CT

FLSA Review: Exempt

Hiring Range: \$145,000 - \$175,000

**TITLE:** Associate Vice President for Technology & Chief Information Officer

**DEPARTMENT:** Information Technology Services (ITS)

**JOB SUMMARY:**

Provides strategic vision and leadership to align and optimize enterprise technology services with business strategies and goals. Balances enterprise Information Technology (IT) service delivery risks with service responsiveness. Serves as a senior advisor to the President, Vice Presidents, Deans, and other constituencies on policies related to institution-wide technology services. Establishes, reviews, and recommends IT governance, frameworks, organizational structure, strategic direction, goals, processes, policies, productivity measures, and procedures. Responsible for overall leadership, direction and management of operational, financial, and personnel resources and activities. Promotes a technology culture of service, security, urgency, and accountability.

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

Provides strategic vision and leadership to align and optimize enterprise technology services with business strategies and goals. Develops, recommends, and implements short term and long range strategies and solutions to support the University's enterprise technology and information needs. Motivates positive culture change through actions and communications to maintain a high performing, flexible, and agile technology organization focused on service, security, urgency, and accountability.

Oversees systems and infrastructure improvements to enhance the availability and accessibility of IT-enabled business process services aligned with institutional goals. Promotes implementation of new services that increase functionality and profitability based-upon emerging technologies (e.g., online learning, mobile and social computing, cloud services, etc.). Develops organizational resources to improve access to system-based, business process information for decision-making purposes.

Provides general oversight and direction to units within the division of Information Technology Services. Develops and implements plans for IT Governance within a structure of University governance enforcing standards for, and adoption of, an enterprise services delivery framework that includes priority setting, accountability, project/change management and performance measurement. Establishes, reviews, and recommends changes to organizational structure, strategic direction, goals, processes, policies, productivity measures, and procedures related to University's technology infrastructure and services.

Responsible for risk management and mitigation associated with overall enterprise IT services security, availability and change. Balances overall enterprise IT service delivery risks with service responsiveness. Identifies and addresses IT organization talent gaps and works to ensure technology services stability through the active retention of technology skills leaders. Interviews and selects staff, especially as related to technology leadership. Evaluates performance and addresses divisional personnel and disciplinary matters as needed. Establishes and evaluates system and security measures and adherence to internal controls to safeguard information resources. Reviews security and compliance with data processing auditors and specialists to maintain a secure and reliable computing and networking environment.

Engages and advises University administration on issues regarding technology and information systems. Cultivates relationships within the institution, with business partners and with higher education colleagues to shape and inform expectations for an IT-enabled enterprise. Represents technology matters and provides leadership in state and local activities. Communicates Information Technology Services performance in business-relevant terms. Develops and implements ITS communications strategy. Promotes a service-menu, industry standards based (e.g., Tier 1-4 data center) and a Total Cost of Ownership (TCO) basis approach to delivery of enterprise IT services.

Examines and collaborates regarding Return on Investment (ROI), or value proposition, of proposed new technology services, service upgrades and significant IT projects. Works to control IT costs with a strong focus on business value basis of IT services. Transforms costs as possible through adoption of emerging technologies. Develops divisional budget recommendations and evaluates expenditures of IT area signature authorities. Explores long-term possibilities to establish cost-based services into profit-based services. Oversees software and hardware maintenance agreements and contractual services agreements, and maintains dialogue with external service providers and vendors.

**OTHER FUNCTIONS AND RESPONSIBILITIES:**

Performs other related duties as assigned.

**SUPERVISION EXERCISED:**

Administrative and functional supervision is exercised over approximately 65 full-time and 5 part-time employees.

**REPORTS TO:** Vice President, Finance & Business Operations

**PHYSICAL REQUIREMENTS:** None

**MINIMUM QUALIFICATIONS:**

Graduate Degree. 10 years' experience as an administrator of Information Technology based services with escalating authority and budgetary responsibility.

**PREFERRED QUALIFICATIONS:**

Experience as an IT administrator in a higher education environment; demonstrated ability to plan and implement IT based services for academic and non-academic systems.

Demonstrated ability to work with senior higher education administrators; demonstrated ability to manage large and/or complex projects; creativity and/or vision in the application of IT to academic and business systems. Ability to think outside the box.

Excellent oral and written communications skills, especially the ability to communicate technical issues to a non-technical audience; excellent financial and human resource skills.

# JAMES A. YUKECH

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## IT EXECUTIVE / CHIEF INFORMATION OFFICER

Motivated technology Executive with vast experience of healthcare information technology and operations. Proven leader and value "maximizer," skilled in leveraging experience and relationships, administering multimillion-dollar budgets, and implementing cost-saving initiatives significantly reducing IT expenses. Known for strategic thinking and problem solving. Thrives in a dynamic and fluid environment while remaining realistic and focused. Possesses the unique ability to translate technical jargon into layman's terms for internal or external customers.

### PROFESSIONAL EXPERIENCE

**INNOVATIVE IT CONSULTING SERVICES, LLC – Youngstown, Ohio**                      **September 2016-present**  
*Providing IT consulting services in the Healthcare and Higher Education vertical markets throughout NE Ohio and W Pa.*

#### **Associate Vice President / Interim Chief Information Officer Youngstown State University**

- Collaborating with the CIO's at University of Toledo, Wright State and Miami of Ohio through the IUC-CIO group, created a model for the respective Banner Application teams to collaborate on the Banner 9 Upgrade. This group of CIO's is also assessing opportunities to leverage our collective buying power to reduce our overall ERP spend through a coterminous ERP Master Services Agreement. Savings to YSU is expected to exceed \$100,000 annually.
- Authored the refresh of the YSU IT Master Plan aligning with the YSU Strategic Plan four cornerstones.
- Conceived the Student Mobility Technology Spot (aka "Genius Bar") concept and facilitated implementation of the first one for Summer of this year in Kilcawley Center.
- Led the technical team to engineer and design a "High Availability" Data Center infrastructure to optimize compute availability and resiliency.
- Facilitated and implemented an organizational redesign to optimize ITS operations.
- Championed and implemented an IT shared Governance model to promote prioritization of all IT services.
- Submitted the Ohio Innovation Grant (\$300,000) to support the startup and implementation costs for five "Genius Bars" that will support student mobility. Award expected July 2017.

**MERCY HEALTH (formerly Catholic Health Partners) – Cincinnati, Ohio**                      **2002 - 2015**  
*A \$4.3 billion non-profit Catholic health system encompassing eight geographical markets throughout Ohio and Kentucky, encompassing 23 hospitals and over 450 locations.*

**Corporate Vice President, I.T. Relationship Mgt / Associate Chief Information Officer**                      (2010 – 2015)  
Administered \$215 million OPEX / \$50 million CAPEX budget; seven direct reports, 20 employees, virtually matrixed 400 employees

- Appointed, as an extension of the Office of the CIO, the resident CIO for the Youngstown, Lorain and Cleveland Markets encompassing 10 acute care sites and 100+ non-acute care sites over three geographical markets in Northern Ohio ensuring alignment of business/clinical priorities for IT initiatives.
- Conceived and implemented the Market Technology Advisory Committee (MTAC) which provided IT Governance at the Market-level for prioritization of enterprise IT services.
- Collaborated closely with Market C-Suite to align business and clinical initiatives with IT initiatives and prepare business case, 5-year TCO and ROI for early stage IT initiatives.
- Coordinated with the Corporate CIO and Gartner consulting to develop and implement a centralized Shared Services organizational structure for Information Services consolidating nine IT groups into one, 400 employee virtually matrixed IT organization.
- Spearheaded the IT Rationalization and Standardization initiative resulting in a reduction of 1,400 applications to less than 800 over a two-year period saving more than \$11 million in application maintenance expense.
- Authored the refresh of the Mercy Health IT Strategic Plan aligning the IT strategy with the business and clinical strategic transformation to Population Health Management.
- Lead the M&A effort through management of a two-year Transitional Services Agreement for incorporating the acquired Health Insurance business unit (aka HealthSpan) from Kaiser Permanente, standardizing the application portfolio of the combined business unit and reducing IT operational costs by over \$8 million.

### PROFESSIONAL EXPERIENCE CONTINUED

**Corporate Vice President, Chief Technology Officer** (2007 – 2010)  
Administered \$40 million OPEX / \$15 million CAPEX budget; two executive direct reports, primary responsibility for outsourced data center and technology services

- Served as a core EMR Selection Committee member, selecting EPIC EMR for Enterprise implementation and establishing the EMR Inpatient and Ambulatory standard for all acute and non-acute care sites.
- Engaged internal technology, market leaders and EPIC technology leaders to develop a technical strategy for implementing EPIC EMR (internally branded as CarePATH) and to establish the technical blueprint for Enterprise implementation.
- Appointed as the main facilitator in developing the outsource agreement for Technical Services to Perot Systems, subsequently with Dell Systems, resulting in a 20% decrease in operational expense in Year 1.
- Negotiated the first corporate Cisco purchasing and support contract, as well as several other enterprise IT contracts realizing \$2 million in operational cost reduction over three years.

**Corporate Vice President, Data Center Executive** (2002 – 2007)  
Administered \$23 million OPEX / \$7 million CAPEX budget; nine direct reports, 70 employees

- Consolidated 10 regional Data Centers into two corporate Mega Data Centers which resulted in a \$4.5 million reduction in operational costs in the first year.
- Created two mirrored EMR hot site Mega Data Centers "from the ground up" - selected physical location for both Mega Data Center sites, recruited and hired Leadership Team/key technical staff members, prepared initial budget/ROI and developed a strawman of the project implementation timeframe.
- Both Mega Data Centers were operational with all 10 regional Data Centers consolidated within eighteen months – on time and under budget.

### RELATED PROFESSIONAL EXPERIENCE

**HUMILITY OF MARY INFORMATION SYSTEMS – Youngstown, Ohio** 1995 - 2002  
*Formerly the consolidated Information Services group responsible for providing services to the Humility of Mary Health Care System (HMHCS) prior to their merger with Catholic Health Partners. HMHCS encompassed three hospitals and over 50 locations.*

**Senior Director, Business Applications & Customer Service**  
Administered \$5.8 million OPEX / \$1 million CAPEX budget; five direct reports, 35 employees

**Director, Project Services**  
Administered \$3 million OPEX / \$3 million CAPEX (included Y2K CAPEX); two direct reports, 25 employees

**Manager, Local Area Network (LAN) Applications**  
Administered \$1 million OPEX budget; managed six employees

**ST. ELIZABETH HEALTH CENTER (SEHC) – Youngstown, Ohio** 1989 - 1995  
*At the time of employment, SEHC was a fully integrated health system encompassing an 880-bed hospital designated as a Level-1 trauma center and a full spectrum of integrated ancillary services.*

Promoted three times within six years (Management Engineer, Senior Management Engineer to Assistant Director of Systems Management.)

### EDUCATION

**Masters of Engineering in Engineering Management & Bachelors of Engineering in Industrial Engineering**  
Youngstown State University, Youngstown, Ohio

### BOARD OF DIRECTORS MEMBERSHIP / LEADERSHIP

**Youngstown Business Incubator (YBI) – Current Board Chair** 2007-present  
*Rated #1 Business Incubator in the world during tenure as Board Chair  
Raised 10% of \$3 million goal as Fundraising Campaign Chair in 2014*



**RESOLUTION TO RATIFY  
PERSONNEL ACTIONS**

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

**WHEREAS**, new appointments and other personnel actions have been made subsequent to the June 14, 2017, meeting of the Board of Trustees; and

**WHEREAS**, such personnel actions are in accordance with the 2017-2018 Budget and with University policies 3356-2-02, Equal Opportunity and Affirmative Action Recruitment and Employment; 3356-9-02, Selection and Annual Evaluation of Administrative Officers of the University; 3356-7-42, Selection of Professional/Administrative Staff; and 3356-7-43, Externally Funded Professional/Administrative Staff;

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

**SUMMARY OF PERSONNEL ACTIONS**  
**Professional Administrative and Faculty Employees**  
**4/16/17 through 7/15/17**

**Appointments – 15**

**New Positions – 7** *(Notated with an asterisk \*)*

- Professional Administrative Staff – 5
- Professional Administrative Excluded – 1
- Professional Administrative Externally Funded – 1

**Replacement Positions – 8**

- Professional Administrative Excluded – 5
- Professional Administrative Externally Funded – 3

**Separations – 32**

- Professional Administrative Staff – 2
- Professional Administrative Excluded – 9
- Professional Administrative Externally Funded – 4
- Faculty – 17

**Reclassifications – 6**

- Professional Administrative Staff – 3
- Professional Administrative Excluded – 1
- Professional Administrative Externally Funded – 2

**Promotions – 8**

- Professional Administrative Excluded – 1
- Faculty – 7

**Transfers – 1**

- Professional Administrative Excluded – 1

## **Salary Adjustments/Position Audits – 6**

- Professional Administrative Excluded – 1
- Professional Administrative Externally Funded – 5

## **Salary Adjustments per CBA & BOT Policy – 13**

- Professional Administrative Staff – 9
- Professional Administrative Excluded – 3
- Faculty – 1

## **Displacements – 0**

## **Layoffs – 0**

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT	
				DATES	FTE SALARY
Ahjah Johnson*	APAS	Program Coordinator, Residence Life	Housing & Residence Life	7/5/2017	1.000 \$ 40,000.00
Ronald Markowitz*	APAS	Coordinator Adventure Recreation & Wellness Center	Andrews Student Recreation & Wellness Center	5/1/2017	1.000 \$ 39,607.00
Ashley Riggleman*	APAS	Assistant Director, Research Services	Office of Research Services	4/17/2017	1.000 \$ 57,500.00
Michele Schaper*	APAS	Coordinator Systems Support	Provost VP - Academic Affairs	6/19/2017	1.000 \$ 59,000.00
Brandon Suverison*	APAS	Network Engineer	IT Infrastructure Services	5/16/2017	1.000 \$ 70,000.00
Marianne Cohol*	Excluded	Associate Director, Business Project Office	Chief Information Officer	6/16/2017	1.000 \$ 100,000.00
Greg Moring	Excluded	Associate Dean CCAC	Art	7/1/2017	1.000 \$ 103,000.00
Martha Pallante	Excluded	Associate Dean Professor	Dean - CLASS	5/16/2017	1.000 \$ 103,156.00
Stephanie Reed	Excluded	Associate Director	Housing & Residence Life	6/19/2017	1.000 \$ 60,000.00
Shawn Varso	Excluded	Chief of Police	YSU Police	5/1/2017	1.000 \$ 90,000.00
Patricia Foltz	Excluded	Temporary Academic Advisor 1	Dean - College of Creative Arts & Communication	4/24/2017	0.250 \$ 10,400.00
Gregory Boerio*	Externally Funded	Associate Director	Rich Center for Autism	7/1/2017	1.000 \$ 82,000.00
Phyllis Johnson	Externally Funded	Temporary Internship Coordinator	Social Work	4/20/2017	0.250 \$ 14,250.00
Gabrielle Naples	Externally Funded	Instruction Specialist	Rich Center for Autism	5/16/2017	1.000 \$ 21,175.00
Amanda Van Fossan	Externally Funded	Instruction Specialist	Rich Center for Autism	5/16/2017	1.000 \$ 21,175.00

\*New Positions

**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17**  
**SEPARATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE</b>		<b>DEPARTMENT</b>	<b>DATE OF</b>		
	<b>TYPE</b>	<b>POSITION TITLE</b>		<b>SEPARATION</b>	<b>FTE</b>	<b>SALARY</b>
Lenora Greene	APAS	Assistant Director	English Language Institute	7/14/2017	1.000	\$ 47,610.00
April Rock	APAS	Temporary Costume Shop Supervisor	Theater & Dance	5/15/2017	1.000	\$ 38,000.00
Michael Crist	Excluded	Interim AVP Student Success	Student Success	6/30/2017	0.750	\$ 82,500.00
Steven Donahue	Excluded	Temporary Academic Advisor	Kinesiology and Sport Science	5/6/2017	0.188	\$ 5,540.00
Patricia Foltz	Excluded	Temporary Academic Advisor 1	Dean - Creative Arts & Communication	5/31/2017	0.250	\$ 10,400.00
Rosemary Kent	Excluded	Temporary Counselor	Financial Aid & Scholarships	4/30/2017	0.400	\$ 16,640.00
Jane Kestner	Excluded	Associate Dean - CLASS	Dean - CLASS	5/15/2017	0.500	\$ 65,848.00
Kimberly Root	Excluded	Temporary Academic Advisor	Kinesiology and Sport Science	5/6/2017	0.188	\$ 5,540.00
Stephanie Smith*	Excluded	Director of Faculty Relations	Human Resources	7/15/2017	1.000	\$ 13,253.00
Jeff Trimble	Excluded	Manager Collection Services	Maag Library	4/19/2017	1.000	\$ 68,565.00
Cary Wecht*	Excluded	Associate Dean - CCAC	Dean - Creative Arts & Communication	6/30/2017	1.000	\$ 97,364.10
Calie Coppola	Externally Funded	Associate Director, Center for Human Services Development	Counseling, School Psychology & Educational Leadership	5/9/2017	1.000	\$ 50,000.00
Phyllis Johnson**	Externally Funded	Temporary Internship Coordinator	Social Work	7/15/2017	0.250	\$ 14,250.00
Li Sui	Externally Funded	Research Specialist	Applied Chemical Biology	6/30/2017	1.000	\$ 29,919.66
Marilyn Weaver	Externally Funded	Temporary Assistant Administrator	School Partnership	5/15/2017	0.500	\$ 23,517.00
James Andrews	Faculty	Professor	Physics & Astronomy	6/30/2017	1.000	\$ 86,919.00
Annette Burden	Faculty	Professor	Mathematics & Statistics	5/16/2017	1.000	\$ 78,959.00
Maria Delost	Faculty	Assistant Professor	Health Professions	5/16/2017	1.000	\$ 53,000.00

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
SEPARATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>DATE OF SEPARATION</b>	<b>FTE</b>	<b>SALARY</b>
Lee Dosse	Faculty	Instructor	Mechanical & Industrial Engineering	5/16/2017	1.000	\$ 60,000.00
Theresa Duncko	Faculty	Assistant Professor	Teacher Education	5/16/2017	1.000	\$ 51,750.00
Julia Gergits*	Faculty	Professor	English	6/30/2017	1.000	\$ 110,359.00
Daryl Gross	Faculty	Instructor	School of Technology	5/30/2017	1.000	\$ 45,026.00
Kerri Henderson	Faculty	Instructor	Accounting & Finance	5/16/2017	1.000	\$ 38,687.94
Ellen Jones	Faculty	Assistant Professor	Theater & Dance	6/30/2017	1.000	\$ 56,145.90
Lashale Pugh	Faculty	Assistant Professor	Geography	5/16/2017	1.000	\$ 53,561.00
Christine Scherer	Faculty	Instructor	Nursing	5/16/2017	1.000	\$ 50,000.00
Kriss Schueller*	Faculty	Professor	Computer Science Information Systems	6/30/2017	1.000	\$ 140,352.00
Bonnie Thompson	Faculty	Clinical Assistant Professor	Nursing	5/31/2017	1.000	\$ 54,167.00
Jennifer Vaschak	Faculty	Instructor	Teacher Education	7/13/2017	1.000	\$ 39,857.41
Charles Vergon*	Faculty	Professor	Educational Foundations Research Technology & Leadership	6/30/2017	1.000	\$ 132,462.00
Nancy Wolfgang	Faculty	Assistant Professor	Theater & Dance/Dana School of Music	6/27/2017	1.000	\$ 56,382.55
Dennis Yommer	Faculty	Instructor	English	5/16/2017	1.000	\$ 38,689.00

\*Department Chairperson/Director/Assoc. Dean returning to Faculty 8/16/2017  
 \*\*Additional .25 FTE assignment ended .5 FTE remains

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
RECLASSIFICATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Maura Picciano	APAS	Assistant Director Student One Stop	Registration & Records	5/1/2017	1.00	\$ 42,081.00	\$ 32,320.00
Carrie Stipanovich	APAS	Sr Counselor Student One Stop	Registration & Records	5/1/2017	1.00	\$ 36,593.00	\$ 32,329.92
Edward Villone	APAS	Police Academy Commander	Peace Officers Training Academy	3/1/2017	1.00	\$ 55,618.00	\$ 43,054.60
William Haas	Excluded	Director Engineering	Facilities Maintenance	5/1/2017	1.00	\$ 85,680.00	\$ 81,600.00
Tia May	Externally Funded	Classroom Supervisor	Rich Center for Autism	9/1/2016	1.00	\$ 41,154.00	\$ 38,154.00
Renee Mc Connell*	Externally Funded	Associate Director, Behavior Programming	Rich Center for Autism	5/16/2017	1.00	\$ 71,233.00	\$ 71,233.00

\*Title change only



**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
PROMOTIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>NEW POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT APPT. DATES</b>	<b>FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Vaughn Myers	Excluded	Associate Director, Kilcawley Center	Kilcawley Center	6/16/2017	1.00	\$ 52,359.00	\$ 37,714.50
Brian Bonhomme	Faculty	Acting Chair and Professor	History	5/16/2017	1.00	\$ 95,641.00	\$ 77,959.00
Jeffrey Buchanan	Faculty	Professor and Chair	English	7/1/2017	0.80	\$ 84,049.50	\$ 62,367.50
Joy Christiansen Erb	Faculty	Acting Chair and Associate Professor	Art	7/1/2017	1.00	\$ 86,159.00	\$ 68,477.00
Amy Crawford	Faculty	Associate Professor and Acting Chair	Communication	7/1/2017	1.00	\$ 85,487.00	\$ 67,805.24
Adam Earnheardt*	Faculty	Professor and Chair	Communication	7/1/2017	1.00	\$ 93,356.00	\$ 85,159.00
Carol Lamb	Faculty	Director and Professor	School of Technology Counseling, School Psychology & Educational Leadership	7/1/2017	1.00	\$ 93,356.00	\$ 85,159.00
Jake Protivnak	Faculty	Professor and Acting Chair	Leadership	7/1/2017	1.00	\$ 93,356.00	\$ 85,159.00

\*Promoted effective 7/1/2017 on Sabbatical receiving 90% of salary \$84,020.40

**YOUNGSTOWN STATE UNIVERSITY  
 PROFESSIONAL ADMINISTRATIVE AND FACULTY  
 PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
TRANSFERS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>FTE</b>	<b>SALARY</b>
Nicole Kent Strollo	Excluded	Director, Student Outreach Support	Student Experience	7/1/2017	1.00	\$ 56,000.00

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17  
SALARY ADJUSTMENTS/POSITION AUDITS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>NEW FTE</b>	<b>NEW SALARY</b>	<b>OLD FTE</b>	<b>PREVIOUS SALARY</b>
Elaine Ruse	Excluded Externally	Director	Financial Aid and Scholarships	7/1/2017	1.00	\$ 109,100.00	1.00	\$ 107,100.00
Gloria Counihan	Funded Externally	Instruction Specialist	Rich Center for Autism	3/1/2017	1.00	\$ 29,665.00	1.00	\$ 27,986.00
Melissa Chizmar	Funded Externally	Site Coordinator	Ctr for Human Services Dev	7/1/2017	0.74	\$ 31,450.00	0.60	\$ 25,500.00
Jean Fitch	Funded Externally	Site Coordinator	Ctr for Human Services Dev	7/1/2017	0.74	\$ 31,450.00	0.60	\$ 25,500.00
Amy Klingensmith	Funded Externally	Site Coordinator	Ctr for Human Services Dev	7/1/2017	0.74	\$ 31,450.00	0.60	\$ 25,500.00
Mary Rhodes	Funded	Site Coordinator	Ctr for Human Services Dev	7/1/2017	0.74	\$ 31,450.00	0.60	\$ 25,500.00

**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 4/16/17 THROUGH 7/15/17**  
**SALARY ADJUSTMENTS PER CBA AND BOT POLICY**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>NEW FTE</b>	<b>NEW SALARY</b>	<b>OLD FTE</b>	<b>PREVIOUS SALARY</b>
Hartup, Mollie	APAS	Assistant Director, University Events	University Events	7/1/2017	1.00	\$ 53,430.00	1.00	\$ 52,430.00
Henning, Karen	APAS	Senior Academic Advisor 1	Dean - Education	7/1/2017	1.00	\$ 55,211.00	1.00	\$ 54,211.00
Mark-Sracic, Susan	APAS	Assistant Director, Supplemental Instruction Coordinator Adventure	Ctr for Student Progress Andrews Student Recr & Wellness Ctr	7/1/2017	1.00	\$ 44,941.00	1.00	\$ 43,941.00
Markowitz, Ronald	APAS	Recreation	Career and Academic Advising	7/1/2017	1.00	\$ 40,107.00	1.00	\$ 39,607.00
Mattiussi, Carla	APAS	Career Academic Advisor 2	Advising	7/1/2017	1.00	\$ 39,500.00	1.00	\$ 39,000.00
Padilla, Tessa	APAS	Coordinator Sport Clubs Camps	Club Sports	7/1/2017	1.00	\$ 40,107.00	1.00	\$ 39,607.00
Quaranta, Mary Jane	APAS	Academic Advisor 2	Dean - Business Administration	7/1/2017	1.00	\$ 40,398.00	1.00	\$ 39,398.00
Taraszewski, Stephen	APAS	Senior Institutional Research Analyst	Institutional Research & Analytics	7/1/2017	1.00	\$ 66,402.00	1.00	\$ 65,402.00
Thomas, Jennifer	APAS	Senior Financial Aid Counselor II	Financial Aid and Scholarships	7/1/2017	1.00	\$ 38,093.00	1.00	\$ 37,093.00
Fuhrman, Hillary	Excluded	Director of Assessment	Assessment	7/1/2017	1.00	\$ 65,260.00	1.00	\$ 64,260.00
Greene, Barbara	Excluded	Associate Director, Financial Analysis Report	Financial Aid and Scholarships	7/1/2017	1.00	\$ 71,000.00	1.00	\$ 70,000.00
Kessler, Sarah	Excluded	Associate Director Records	Registration & Records Criminal Justice &	7/1/2017	1.00	\$ 58,120.00	1.00	\$ 57,120.00
Patricia Wagner	Faculty	Associate Professor & Chair	Forensic Science	7/1/2017	1.00	\$ 84,836.00	1.00	\$ 83,836.00