

# BOARD OF TRUSTEES



## COMMITTEE AGENDAS

**Wednesday, December 2, 2020**



## **BOARD OF TRUSTEES**

### **Meeting Schedule**

#### **Wednesday, December 2, 2020**

#### **Chestnut Room Kilcawley Center**

8:30 a.m.	Governance Committee	Chestnut Room 1 <sup>st</sup> Floor, Kilcawley Center
11:30 a.m.	Academic Excellence and Student Success Committee	Chestnut Room 1st Floor, Kilcawley Center
12:30 p.m.*	Institutional Engagement Committee	Chestnut Room 1st Floor, Kilcawley Center
<b>1:00 p.m.</b>	<b>Lunch</b>	Ohio Room 2nd Floor, Kilcawley Center
1:30 p.m.*	Investment Subcommittee	Chestnut Room 1st Floor, Kilcawley Center
2:00 p.m.*	Audit Subcommittee	Chestnut Room 1st Floor, Kilcawley Center
2:30 p.m.*	Finance and Facilities Committee	Chestnut Room 1st Floor, Kilcawley Center
3:30 p.m.*	University Affairs Committee	Chestnut Room 1st Floor, Kilcawley Center
5:00 p.m.*	Executive Committee	Chestnut Room 1 <sup>st</sup> Floor, Kilcawley Center

#### **Thursday, December 3, 2020**

10:00 a.m.	Board Meeting	Chestnut Room 1 <sup>st</sup> Floor, Kilcawley Center
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\*Approximate time for start of the meeting; the meeting will start immediately following preceding committee meeting.



**YOUNGSTOWN STATE UNIVERSITY  
BOARD OF TRUSTEES COMMITTEES**

Anita A. Hackstedde, Chair

John R. Jakubek, Vice Chair

**2020-2021**

**STANDING COMMITTEES**

**ACADEMIC EXCELLENCE AND STUDENT  
SUCCESS**

James E. "Ted" Roberts, Chair

Allen L. Ryan, Vice Chair

All Trustees are Members

**FINANCE AND FACILITIES**

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Capri S. Cafaro, Vice Chair

All Trustees are Members

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Molly Seals, Vice Chair

John R. Jakubek

James E. "Ted" Roberts

Galatiani G. Lopuchovsky

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Allen L. Ryan, Jr.

Joseph J. Kerola

Victoria M. Woods

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**EXECUTIVE COMMITTEE**

Anita A. Hackstedde, Chair

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James E. "Ted" Roberts

Molly S. Seals

Michael A. Peterson

Charles T. George

**GOVERNANCE COMMITTEE**

Anita A. Hackstedde, Chair

John R. Jakubek, Vice Chair

All Trustees are Members

6-29-20

**GOVERNANCE**

**AGENDA**





**BOARD OF TRUSTEES  
GOVERNANCE COMMITTEE  
Anita A. Hackstedde, Chair  
John R. Jakubek, Vice Chair  
All Trustees are Members**

**Wednesday, December 2, 2020  
8:30 a.m.**

**Chestnut Room  
Kilcawley Center**

**AGENDA**

- A. Disposition of Minutes for Meeting**
- B. Old Business**
- C. Committee Items**

**1. Governance Discussion Items**

**Tab C.1.a = Tab 1      a. Strategic Planning – BOT Year-Long Planning Initiative Updates and Continuing Discussion**

**Tab C.1.b = Tab 2      b. YSU Future State Conversation**

- D. New Business**
- E. Adjournment**

Youngstown State University  
Board of Trustees  
**Governance Committee Meeting**  
December 2, 2020

*Plan for Strategic Actions to Take Charge of Our Future*

**Student Futures & Life Long Learning (45 min)**

- Update: Student Success Seminar for first-time freshman and select transfer students-Dr. Claire Berardini, associate provost for student success
- Student Success Strategies for higher ranking students
  - Office of Academic Affairs and College Deans (OAA and college-level initiatives)
- YSU 2020-2022 Retention, Completion, and Persistence Plan (will be discussed with Academic Excellence and Student Success Committee)

**Academic Distinction & Discovery of Knowledge (75 min)**

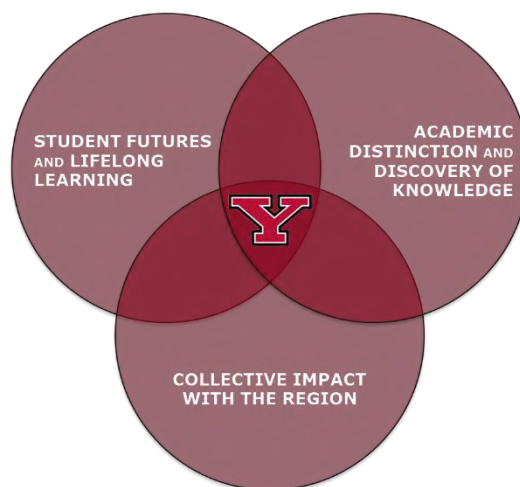
- Implementing the *Plan* (45 min)
  - Office of Academic Affairs and College Deans (OAA and college-level initiatives)
    - Gray & Associates Update (will be discussed with Academic Excellence and Student Success Committee)
- Institute for Teaching & Learning (30 min)
  - Instructional Excellence for a high-quality experience

**Collective Impact with the Region** (will be discussed with Institutional Engagement Committee)

- Contributing to Ohio's Post-secondary credential of value and degree-attainment objectives
  - Education Training Center
  - Workforce Development
  - Institution-level Initiatives

**BOT YSU Future State Discussion (45 min)**

- EAB debrief—Observations and questions for further deliberation
- Integrated brand marketing and communication plan update
  - Week of December 1 Presentations by those selected from responses to the RFP





**YSU INSTITUTE OF  
TEACHING & LEARNING**

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INNOVATIVE | INCLUSIVE | INTEGRATIVE

Strategic Plan and Goals Alignment

# Purpose

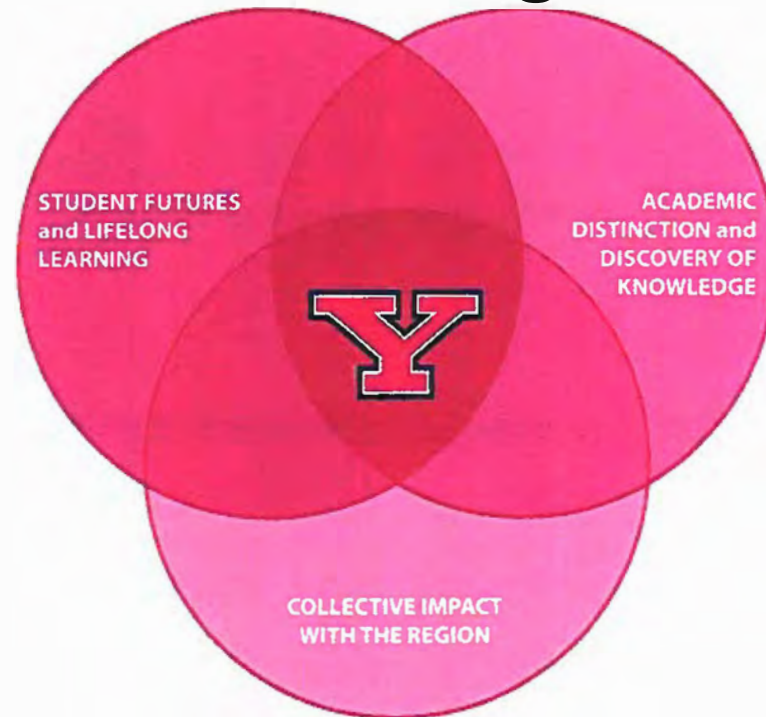
- ITL Mission and Goals
- Alignment with YSU Strategic Plan
- Outline major ITL activities
- Highlight ITL activities that support YSU diversity, equity, and inclusion goals
- Supporting YSU KPIs

# ITL Strategic Plan Development

- Core-YSU Strategic Planning documents
- Supporting:
  - **Leadership conversations**
  - **CCITL working group**
  - **Student perspective**
    - NSSE (w/Inclusiveness and Engagement with Cultural Diversity Topical Module)
    - Noel Levitz
    - SGA Focus Groups
    - Presidential Mentors
  - **Faculty perspectives**
    - FSSE (w/Inclusiveness and Engagement with Cultural Diversity Topical Module)
    - Department Listening Sessions
    - Senate Executive Committee
  - **Deans**
  - **Faculty development literature**
  - **Institution visits (Carnegie Mellon, Kent State)**
  - **Professional organizations (POD, ACE, AALHE)**

# YSU Strategic Plan-ITL Alignment w/Actions

- *Adopt a student-centered approach to all University operations and policies that values and includes all students.*
- *Ensure curricula, systems, policies and practices increase academic persistence and steady progress to graduation.*



- *Implement a continuous, purposeful strategy to improve teaching, learning and national research distinction*
- *Implement continuous and regular assessment of student learning outcomes and best teaching practices to ensure the fair and equitable success of all students.*

*... create deliberate, mutually-beneficial, educational, civic, industry, and philanthropic partnerships...*

# ITL Vision and Mission

*Vision: The Institute for Teaching and learning will be a catalyst towards a dynamic, learning-centered environment focused on teaching excellence in service of our core purpose-student learning.*

**The Institute for Teaching and Learning leverages data and best practices to guide innovative, inclusive, and integrative teaching. ITL elevates reflective practice and a focus on student learning towards student success.**

# YSU Strategic Actions 2020 and Beyond

Goal: Bring innovative, student-centered teaching to scale in order to promote life-long learning and increase retention

Strategies	Core idea
Update University policies and guidelines, including promotion and tenure documents, to reflect the importance of faculty engagement in innovative teaching strategies	Create and change structures to support/encourage innovative teaching and learning
Define expectations and provide training opportunities for faculty to learn and apply best pedagogical practices	Provide training/resources aligned with good teaching practice
Enhance the quality and capacity of technological support that promotes learning. Provide faculty and students with the support and infrastructure needed to excel in technology-based learning	Use the tools of technology to better support teaching and learning
Coordinate with the Institute for Teaching and Learning to develop tools for the improvement, evaluation and assessment of teaching and learning	Measure and evaluate impact on teaching and learning
Implement a faculty development and mentoring plan	Develop an ITL strategic plan



## ITL Strategic Goals

### Goal: COMMUNICATE AND CONNECT-BE "THE HUB"

- Stakeholder/feedback networks
- Personalized resources

### Goal: CHANGE STRUCTURES/CULTURE TO SUPPORT TEACHING AND LEARNING

- Advocate for policy/process change
- Be a voice focused on teaching and learning
- Increase a positive culture

### Goal: PROVIDE RESOURCES/SUPPORT/TRAINING

- Key focal areas:
  - INNOVATIVE--e.g., focused on continuous improvement, technology as a tool to support good practice
  - INCLUSIVE-e.g., attention to DEi issues, different populations (both faculty and student)
  - INTEGRATIVE--e.g., holistic student approach, work across departments to serve, integrate in/out of classroom learning

### Goal: USE DATA TO INFORM/EVALUATE IMPROVEMENT

- Program SLO assessment to improve student learning
- Use/share data to inform evidence-based planning in ITL/across campus
- Literature on best practices

## The "why"

Be known as the place to get, or be connected to, help, resources, training

We need systems to better support and "reward" faculty who focus on teaching and learning activities

These three areas focus our activities into YSU strategic plan supporting areas and look to the best practices to provide support

Measure what's important, use data to evaluate and improve

## ITL Strategic Goals

**Goal: COMMUNICATE AND CONNECT—BE “THE HUB”**

- Stakeholder/feedback networks
- Personalized resources

## DEi Highlights

### Stakeholder/feedback networks:

- Intentional collaboration with the Office of Diversity, Equity, and Inclusion

- Involving student feedback

### Resources that focus on:

- Seeing students holistically
- Recognizing equity issues in teaching

- Serving multiple instructor populations (FT/PT)

## ITL Strategic Goals

**Goal: CHANGE STRUCTURES/CULTURE TO SUPPORT TEACHING AND LEARNING**

- Advocate for policy/process change
  - Be a voice focused on teaching and learning
- Increase a positive culture

## DEi Highlights

Using policy changes to increase equity:

Common student-centered syllabus that supports student success

Student evaluation of teaching--focused on evidence-based questions and use

Use position to be an advocate for teaching and learning issues:

Spring student COVID survey  
SGA Assessment Committee

Positive culture:

Spring 2021 Faculty Fellow  
focused on equity issues

## ITL Strategic Goals

### Goal: PROVIDE RESOURCES/SUPPORT/TRAINING

- Key focal areas:
  - **INNOVATIVE--e.g.**, focused on continuous improvement, technology as a tool to support good practice
  - **INCLUSIVE-e.g.**, attention to DEi issues, different populations (both faculty and student)
  - **INTEGRATIVE--e.g.**, holistic student approach, **work** across departments to serve, integrate in/out of classroom learning

## DEi Highlights

### Inclusive:

- Pedagogy focused on reducing the achievement gap
- 12 workshops/webinars included DEi issues in the last year
- Sought feedback from DEi, Student Success, Office of Disability on ACT resources

## **ITL Strategic Goals**

## **DEi Highlights**

### **Program SLO assessment:**

**Focus on equity in learning outcomes assessment**

### **Sharing/using data:**

**NSSE/NL disaggregation across multiple identities for equity in experiences**

**Student Affairs Counseling student projects**

**DEI/ITL rationale**

**Faculty study on including diverse perspectives**

### **Goal: USE DATA TO INFORM/EVALUATE IMPROVEMENT**

- Program SLO assessment to improve student learning
- Use/share data to inform evidence-based planning in ITL/across campus
- Literature on best practices

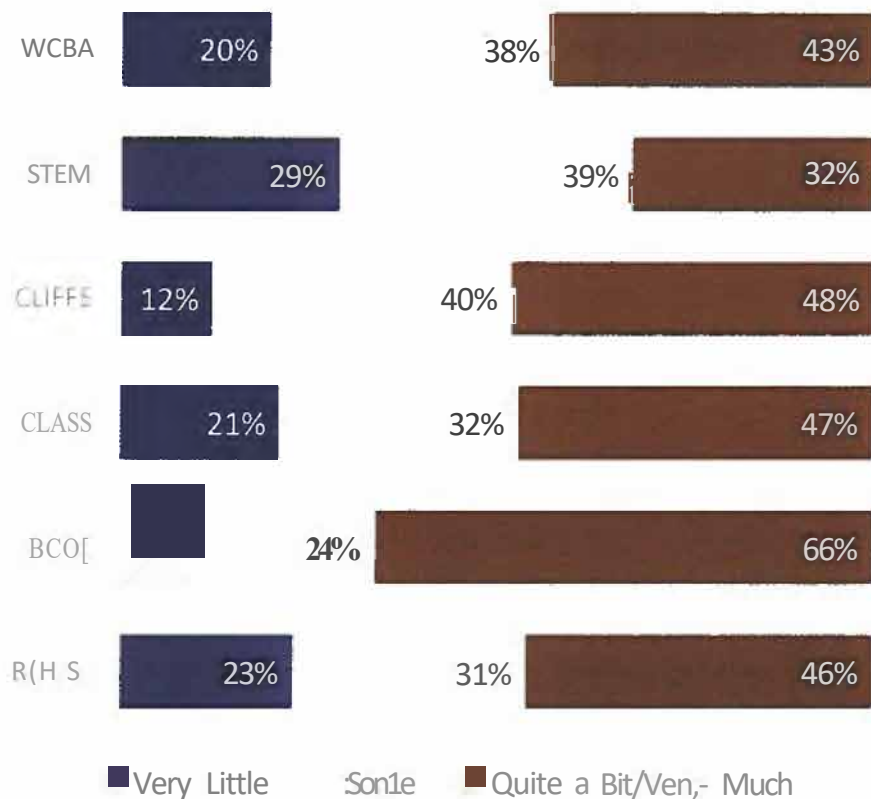
# Data Use Examples: Coursework Emphasis

*During the current school year, how much has your coursework emphasized the following?*

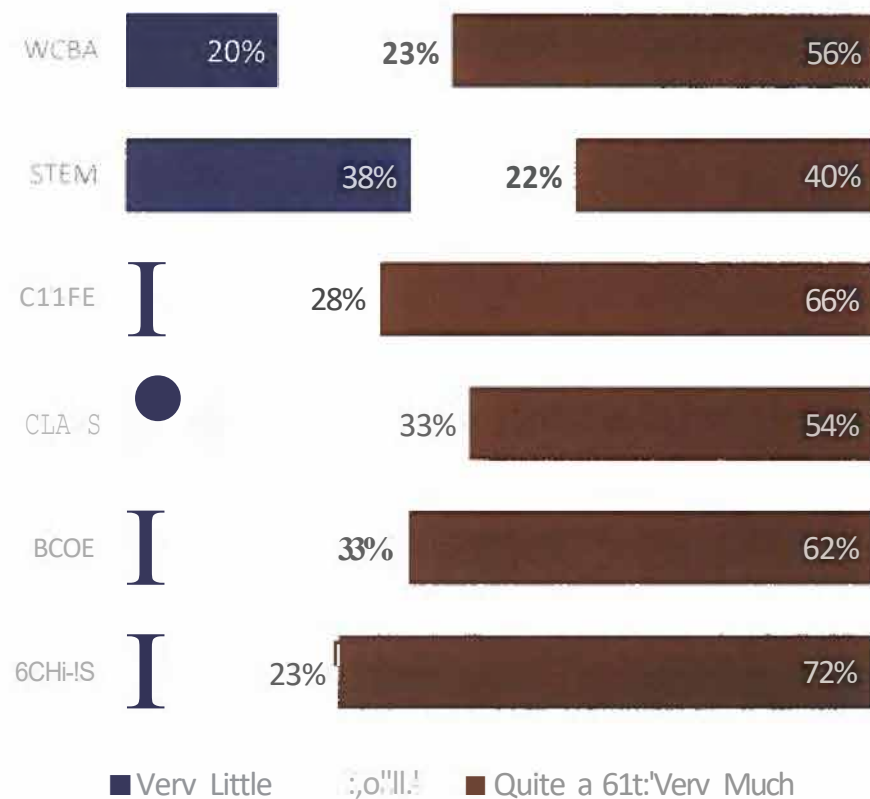
<i>% Responding Very little</i>	First-Year	Senior
Recognizing your own cultural norms and biases	16%	16%
Learning about other cultures	21%	18%
Discussing issues of equity or privilege	23%	22%

During the current school year, how much has your **COURSEWORK** emphasized the following?

Learning About Other Cultures: First-Year



Learning About Other Cultures: Senior



## Identified barriers to inclusion of diverse perspectives in courses:

- **Regional influence**
  - Coded language ("urban," "poverty," "those people")
  - Students lack of familiarity with places outside the Mahoning Valley
- **Lack of diversity in student population**
- **Time constraints**
- **Lack of meaningful training opportunities**
- **Resource constraints**
- **Balancing the responsibility of informally mentoring Students of Color and the responsibilities that are valued by the tenure process (specific to Faculty of Color)**

## Identified recommendations to inclusion of diverse perspectives in courses:

- **Top-down prioritization**
- **Meaningful training & resources**
  - Identification of "experts" on campus
- **Increased diversity in faculty hiring processes**
- **Increased diversity in student body through intentional strategies for the recruitment & retention of Students of Color**
- **Audit & possible revision of the General Education curriculum**



# Measuring ITL Effectiveness

- Participation rates (workshops, ongoing, funding, assessment reporting, technology, etc.)
- New/Repeat participants
- Spread (across colleges/departments/job class)
- Diversity of services and alignment with strategic priorities
- Satisfaction/net promoter score of training

## OVERVIEW OF KEY ACCOMPLISHMENTS FROM ITL LAUNCH YEAR

### AUGUST 2019 - MARCH 2020

- institute for Teaching and Learning launch
- ffL offered:
  - o 22 workshops (attendance of 495)
  - o 46 one-on-one consults
  - o 1 faculty book groups/learning communities

### MARCH 2020 -AUGUST 2020

- Led the formation of the Academic Continuity Team {ACT}
- Through ACT, ITL:
  - o created/maintained the ACT & Creative Course Delivery websites
  - o surveyed students & faculty on their experiences with remote learning
  - o designed the summer Resource Toolkit Series
  - o created/sent weekly ACT emails
  - o cross-promoted ff Customer Service and Cybedearning workshops.

**600+**

**headcount for  
workshops**  
(F19, S20, Su20)

**30,000+**

**total page views**  
on Academic Continuity & Creative  
Course Delivery websites

**1,900+**

**consultations**  
tracked by ACT members since  
March2020

# Relating ITL Workshops to Core Focal Areas:



INNOVATIVE



INCLUSIVE



INTEGRATIVE

## Fall 2019, Spring 2020 and Summer 2020 ITL Sponsored Workshops\*



\*do not include ACT technologyonlyworkshops since those were prioritized and led by IT Customer Services or CyberTeam

Month	Workshop Title	Innovative	Inclusive	Integrative
August	New FT Faculty Orientation	•		
August	PT Faculty Orientation	•		
September	New Chairs Training	•		
September	Community Faculty Pedagogies		•	•
October	Establish the Learning Center as the Nucleus of a learner Centered Institution			•
October	Get Students to Focus on learning instead of Grades: Metacognition is the Key!	•	•	•
October	Teach Students How to Learn 2.0	•	•	•
October	Using Appreciative Advising to Help Students Excel			•
October	Tenure and Promotion			
November	Inclusion and Interaction Webinar		•	
November	Persons of Concern			•
November	Getting Non-Science Majors Excited about Science!	•	•	•
November	Flipping Classrooms via Active Learning Techniques	•		
January	Get Ready: Blackboard Ultra is Here!	•		
January	Teaching Toward Student Success		•	•
January	Things You Didn't Know You Could Do in Office 365 Education	•		
January	Part Time Faculty Orientation	•		
February	Data Conversation: Advising, Instruction, Academic Services			•
February	Data Conversation: Admissions/Recruitment, Financial Aid & Registration			•
February	Emergency Management in Study Abroad Trifles			•
February	Mid-Semester Evaluation Workshop			•
March	Data Conversation: Student Centeredness, Campus Climate, Climate Change, Safety/Security		•	•
April	Supporting Student Mental Health Remotely (ACT)		•	•
April	Academic Student Support for Remote Learning (ACT)			•
April	Online Speeches? Yes, it Can Work! (ACT)	•		
July	Toolkit Series: Getting Started (ACT)	•	•	
July	Toolkit Series: Instructional Basics (ACT)	•		
July	Toolkit Series: Instructional Advanced (ACT)	•		
July	Toolkit Series: Engaging Students (ACT)	•	•	•
July	Toolkit Series: Supporting Success (ACT)	•	•	•
July	Toolkit Series: Connecting Students (ACT)	•	•	•
August	Blended Course Design (ACT)	•		•

# Related KPIs and KPI Influencers

Goal: Bring innovative, student-centered teaching to scale in order to promote life-long learning and increase retention.

- Primary KPIs:
  - Cohort Persistence and Progress Rates
  - Reducing the Achievement Gap
  - NSSE Quality of the Educational Experience
- KPI Lag Indicators
  - First-year retention rate (both overall and with diverse students)
  - Annual persistence rates (all and diverse students by cohort, etc.)
  - NSSE Seniors rate your entire educational experience
  - NSSE Would you go to the same institution
  - Perceived value of the educational experience

# Measuring ITL Impact-KPI Lag Influencers

## **Impact on students/learning-Student Success related**

- **NSSE data (Scales: Student Faculty Interaction, Effective Teaching)**
- **Noel Levitz data (Scale: Instructional Effectiveness)**
- **Qualitative NSSE/NL response analysis**
- **Targeted intervention analysis (ex: targeted EARS workshop and adoption analysis)**
- **ACE ROI tool**
- **Assessment report analysis**

## **Impact on faculty/teaching-Academic Quality related**

- **Workshop evaluation analysis (practical strategies, broaden knowledge, reflect on practice)**
- **End of year survey-impact on practice**
- **Revised teaching culture survey (every 2-3 years)**
- **FSSE data (Scales: Student/Faculty Interactions, Effective Teaching; Modules: Teaching Professional Development, Academic Advising, Scholarship of Teaching and Learning)**

# ITL Next Steps

- Communication
  - Chairs' Team/Senate T&L/Assessment Council
  - ITL Update Newsletters
  - Integrate OOA/ITL/ACT websites
- Structural Change
  - Syllabus and Evaluation through Academic Senate T&L Committee
- Increase ITL offerings
  - Faculty Fellows/Faculty workshops
  - Fall workshops
  - Mini-grant revision
  - Fresh Start/spring planning
- Data for improvement
  - NSSE/FSSE in spring 2021
  - Fall assessment reporting

Questions?

YSU Future State Conversation  
November 3, 2020  
9:00 am until 12:00 pm  
Location-Virtual

- 9:00 – 9:15           Introductory Remarks: The Future State Conversation  
                          Brien Smith, Provost  
                          Mike Sherman, Vice President
- 9:15 – 10:30         Planning for the Future: Enrollment  
                          Education Advisory Board: Jon Wyel and Tom Taylor
- 10:30 – 11:00        The Opportunities of the Future  
                          Anita Hackstedde, chair, Youngstown State University Board  
                          of Trustees  
                          Jim Tressel, president, Youngstown State University

**THE FUTURE STATE DISCUSSION ALIGNS WITH THE PLAN FOR STRATEGIC  
ACTIONS TO TAKE CHARGE OF OUR FUTURE**

- **GOAL: DEVELOP A RECRUITMENT AND ENROLLMENT STRATEGY THAT ALIGNS WITH A COMPLETION STRATEGY**

**Strategy:** Develop an integrated and comprehensive market and brand communication strategy to distinguish the value of the YSU degree

**Strategy:** Develop an enrollment cultivation strategy linked to the value proposition of earning a YSU degree for each program of study

**Strategy:** Expand and enhance outreach and engagement with students prior to enrollment

**Strategy:** Develop innovative approaches to increase enrollment and completion of under-represented students

**Strategy:** Develop and enhance partnerships and collaboration agreements with international universities

- **GOAL: DEVELOP A CULTURE OF ASSESSMENT THAT ENSURES THE QUALITY OF ACADEMIC PROGRAM MAJORS, MINORS, AND OTHER CREDENTIALS**



**Strategy:** Complete program effectiveness and enhancement review including rubrics for recommendations regarding actionable outcomes

**Strategy:** Develop a mechanism to continually identify, assess, and implement new academic programs, badges, credentials, certifications or coursework integration

## **THE FUTURE STATE DISCUSSION ALIGNS WITH BOARD OF TRUSTEES RESOLUTIONS THAT HELPED GUIDE THE CREATION OF THE PLAN FOR STRATEGIC ACTIONS TO TAKE CHARGE OF OUR FUTURE**

Selections from previous [Board of Trustees Resolutions](#) related to the [future](#) of Youngstown State University

### **March 5, 2020: RESOLUTION RELATED TO STRATEGIC ALLOCATION, REALLOCATION, AND DISTRIBUTION OF RESOURCES TO TAKE CHARGE OF OUR FUTURE**

“...NOW THEREFORE BE IT RESOLVED that the physical environment, academic and student success and experience programs are essential to success, and our faculty and staff are valuable assets and as such should be appropriately reflected in future budgets; and

BE IT FURTHER RESOLVED that the investment in the physical environment and in the Athletics program are critical components to the university’s ability to attract students and which, have strategic purpose and benefit that support the attractiveness and visibility of the campus and university; and

BE IT FURTHER RESOLVED, that the Board of Trustees acknowledges the roles that faculty and staff have in contributing to educational excellence and program vitality, so long as academic programs have appropriate enrollment; and

BE IT FURTHER RESOLVED, that the Board of Trustees endorses the use of an external resource to assist with the academic program effectiveness and enhancement initiative (program prioritization) in consideration of the optimal use of instructional resources as well as the quality, distinction, and sustainability of the academic programs; and

BE IT FURTHER RESOLVED that the investment in ongoing commitments to personnel and the physical environment, without net new revenue, requires the reallocation of current resources, meaning that if compensation increases, there will be cascading implications, and

BE IT FURTHER RESOLVED that administration should consider such perspectives as it plans the FY 2021 budget and beyond, particularly considering any factors that might unnecessarily and substantially exaggerate declines in enrollment, efficiencies of the organizational structure of academic and support areas to reduce expenses, as well as

aligning resources with strategic priorities, particularly those related to student success including creating coaching, ease of degree completion, case-load advising and mental health counseling as priorities that will contribute to increased persistence; collectively, contributing to the financial wellbeing of the university; and

BE IT FURTHER RESOLVED the University's annual operating budgets shall be balanced given the interactions of institutional and personnel expenses as related to attributes of institutional success, and must be linked to a vibrant and sustainable future

**September 5, 2019: TAKE CHARGE OF OUR FUTURE FOR SUSTAINABILITY**

"...WHEREAS, the Board of Trustees anticipates that the development of procedures, adjustments to organizational structures, and strategic allocation of resources will lead to more effective investment in both student success and academic excellence; and

WHEREAS, the Board anticipates focused, university-wide-efforts to develop strategies to create new resources for such investment purposes without which there will be continuous reallocations of increasingly limited resources; and

WHEREAS, under circumstances of finite resources, decisions must be made that support the long-term sustainability of the University and that policies and procedures expected from the Board's March, 2019 "Take Charge of Our Future" Resolution will help assure the effective and efficient operation of the university, including that of the Office of Academic Affairs in its role to stimulate and enable academic excellence and student success; and

WHEREAS, it will be essential that existing and new partnerships should be innovative and create new resources, and to focus on a strategic purpose for every dollar spent; and"



# Taking Charge of the Future

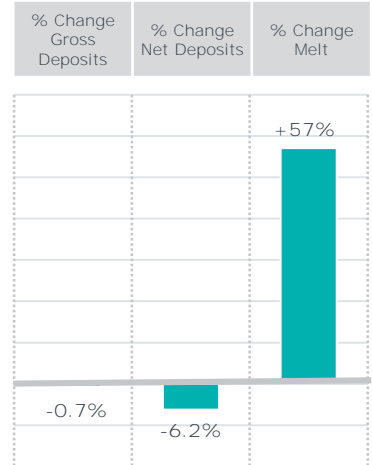
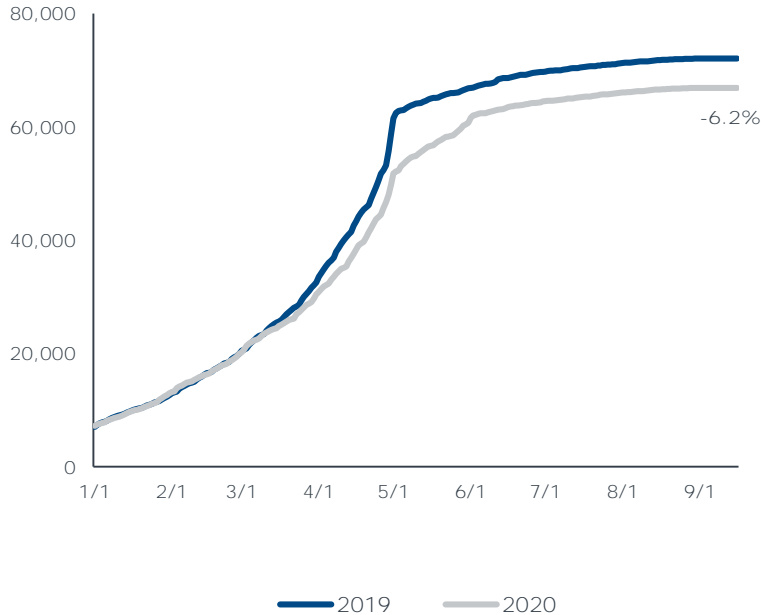
Anticipating Youngstown State's Enrollment Possibilities

- 1** **The Fall 2020 Enrollment Landscape**
- 2** Forces Shaping Enrollment
- 3** How Parents of College-Bound Students Are Evaluating Schools
- 4** Early Enrollment Trends in 2021

# Deposits were flat but melt jumped



Cumulative Total Net Deposits as of 9/16



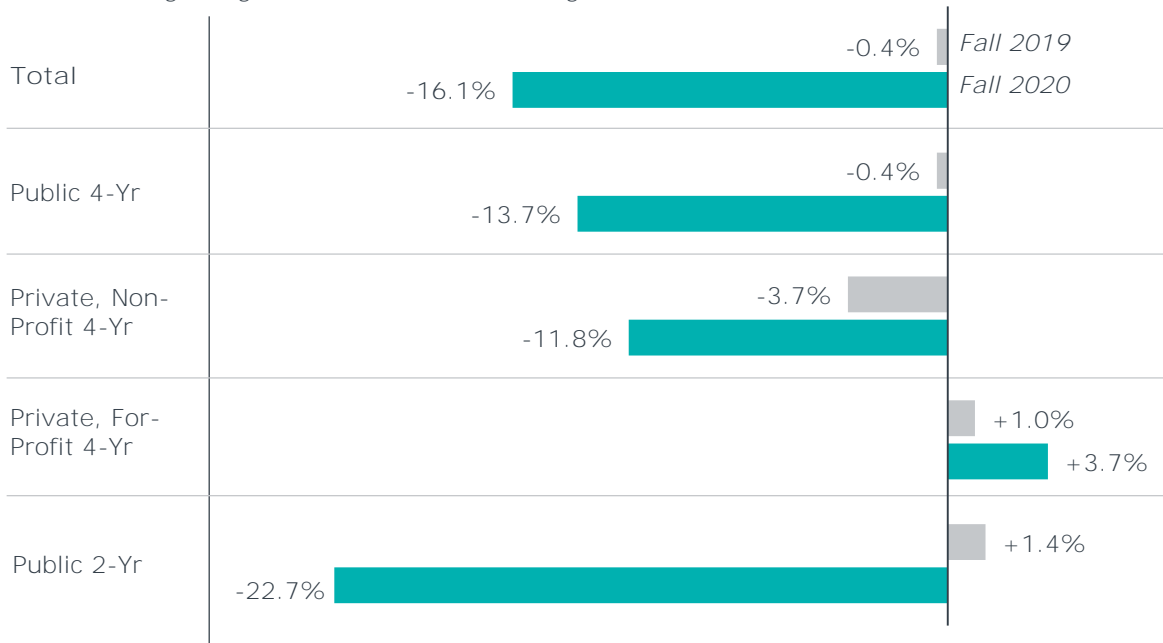
Partner Distribution (% Change)

25th Percentile	-14.2%
Median	-5.7%
75th Percentile	+2.5%

# Community Colleges did not benefit



First-Time Beginning Undergraduate Enrollment Changes by Sector  
*First-time Beginning Student Enrollment Changes - Total*

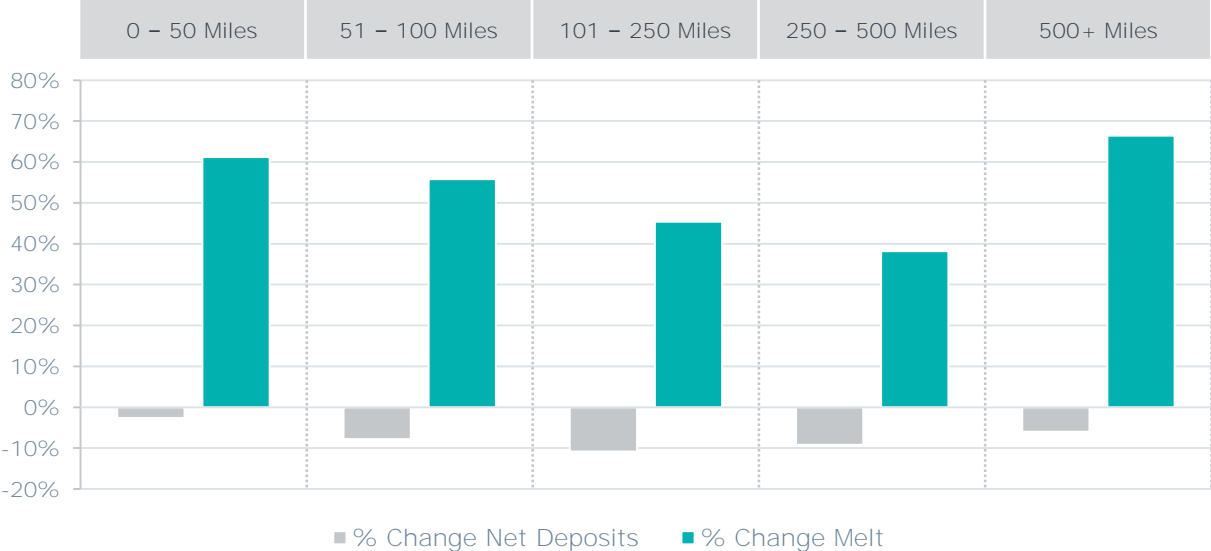


Source: 'COVID-19 Stay Informed with the Latest Enrollment Information', National Student Clearinghouse, Oct. 15, 2020; EAB interviews and analysis.

# Deposit deficits were least severe closer to campus



Net Deposit and Melt Change by Distance

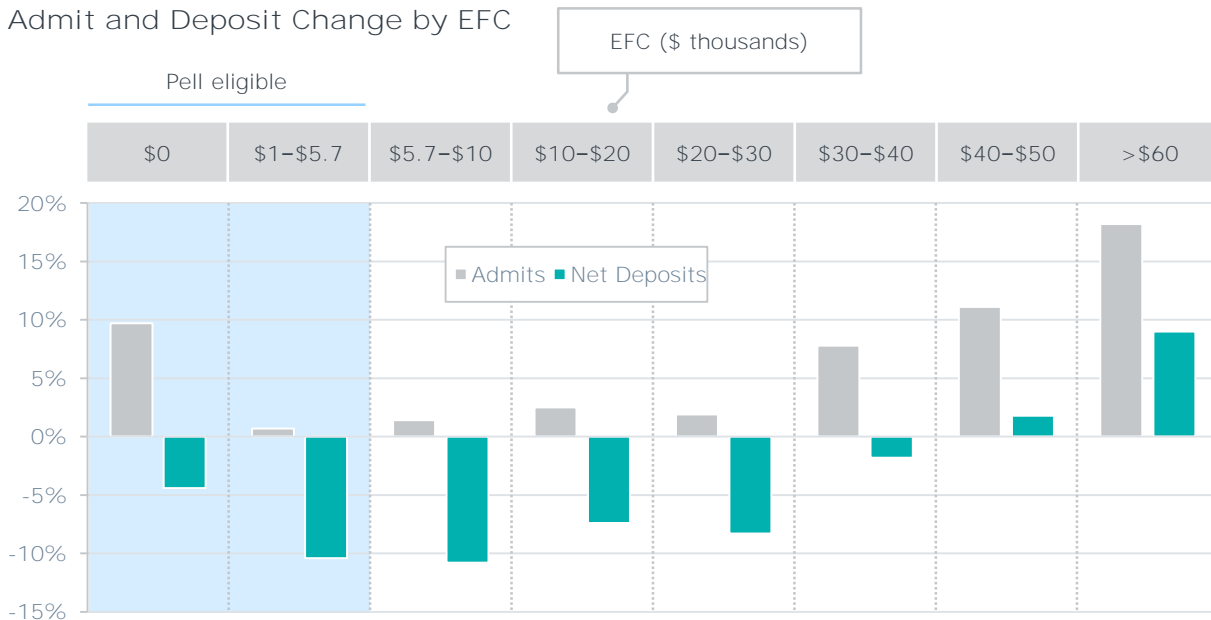


N= 71,000 net deposits, 71 schools  
©2020 by EAB. All Rights Reserved. eab.com

# Final enrollment results exacerbate equity concerns



Admit and Deposit Change by EFC





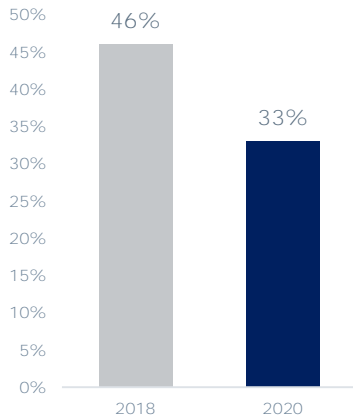
# Significant change in price sensitivity



## EAB Parent Survey Results, 2018 vs. 2020

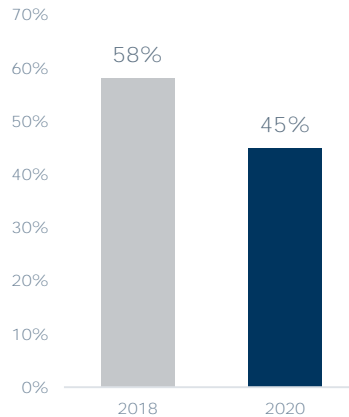
Income Less than \$60K

*Willing to contribute more than \$10,000 per year*



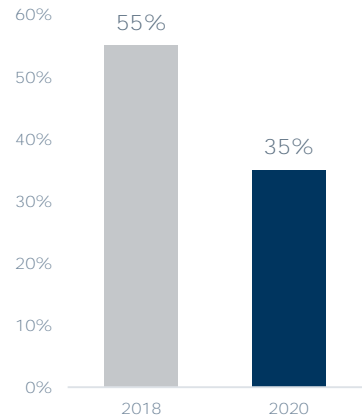
Income Less than \$60K to \$120K

*Willing to contribute more than \$15,000 per year*



Income Greater Than \$120K

*Willing to contribute more than \$30,000 per year*



1

The Fall 2020 Enrollment Landscape

2

**Forces Shaping Enrollment**

3

How Parents of College-Bound Students Are Evaluating Schools

4

Early Enrollment Trends in 2021

# It Isn't Getting Easier...



Today



Ten Years from  
now



# What We Know: Forces Shaping Enrollment



## The “Known Knowns”

- We are facing a looming demographic cliff
- Competition among institutions has never been greater
- We are recruiting a new generation of students—Gen Zers—whose characteristics pose new challenges to recruitment efforts
- The pandemic has changed how we can recruit students

# What We Don't Know (Yet): Forces Shaping Enrollment



## The "Known Unknowns"

- How long will the pandemic affect college recruitment and enrollments?
- How will competitors change:
  - in discounting, pricing, marketing, etc?
  - in terms of closures or mergers?
- What will happen to the economy:
  - in the short term?
  - in the long term?
- How will changing perceptions affect enrollments?
  - Perceptions of the value of higher education in general
  - Perceptions of online learning, both in terms of pricing and quality

# What We Can't Know (Yet): Forces Shaping Enrollment



## The “Unknown Unknowns”

- Will there be a “new” normal?
- What will future disruptions look like?

1

The Fall 2020 Enrollment Landscape

2

Forces Shaping Enrollment

3

**How Parents of College-Bound Students  
Are Evaluating Schools**

4

Early Enrollment Trends in 2021

# Our 2020 Parent Survey in Brief

## Characteristics of Survey Respondents

### Total Respondents

2,530

individuals participated

### Parents' Education Level

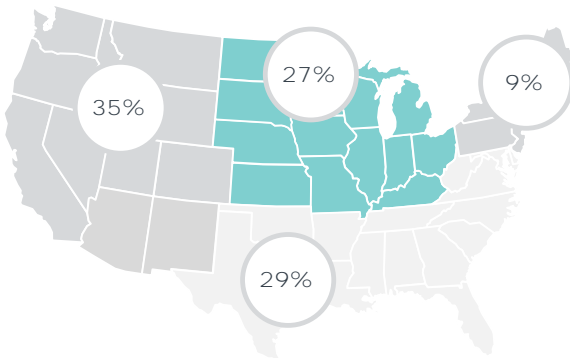
71%

of respondents have a **bachelor's degree** or higher

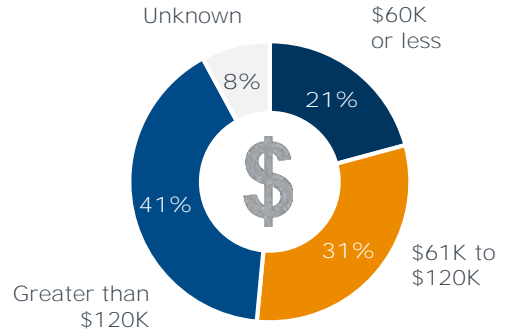
### Student's Class Year at Time of Survey

- Freshman: 8%
- Sophomore: 30%
- Junior: 61%
- Senior: 17%

### Location



### Income





# COVID Concerns



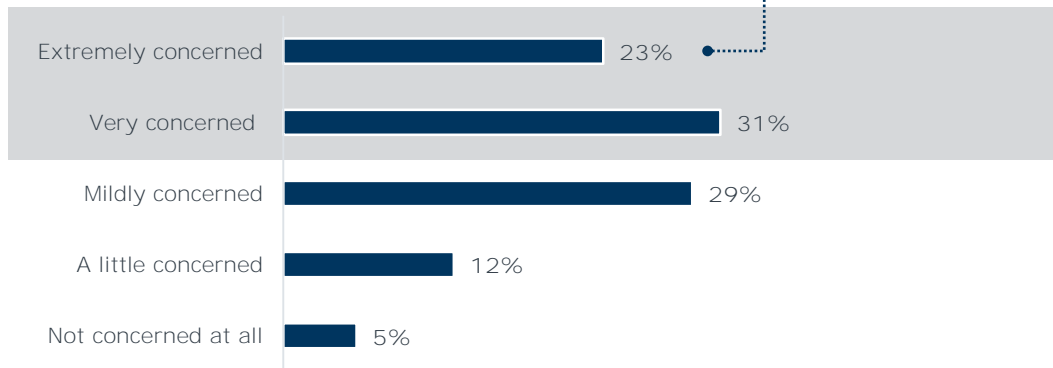
## A Majority of Parents Are Very Worried

### “How concerned are you about the coronavirus affecting your family?”

*Percentage of Responding Parents*

More than half of parents are extremely or very concerned

Parents with estimated household income of \$60K or less were 1.4x more likely to be extremely concerned than those in the \$120K+ band



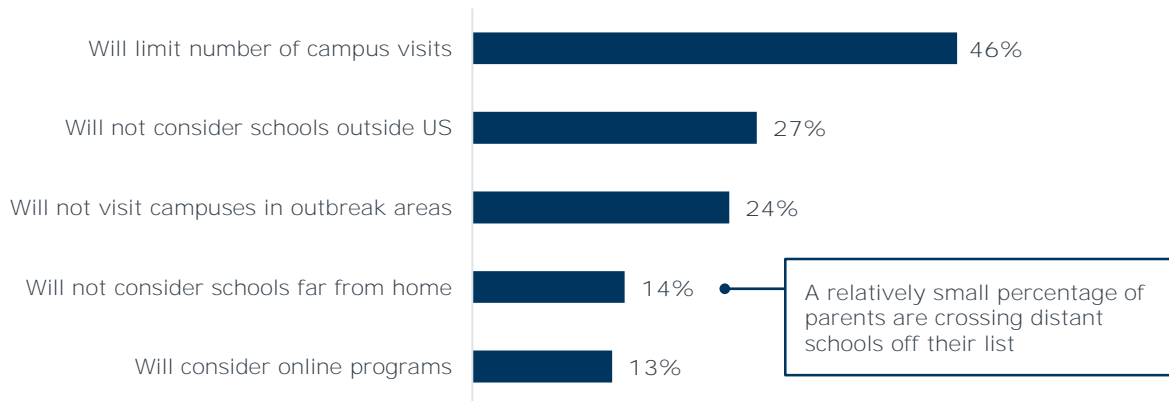
# Altered Behavior



## The Pandemic Is Impacting Parents' College-Search Approach

### “Which of the following statements regarding the impact of the pandemic accurately reflect your plans?”

*Percentage of Responding Parents*



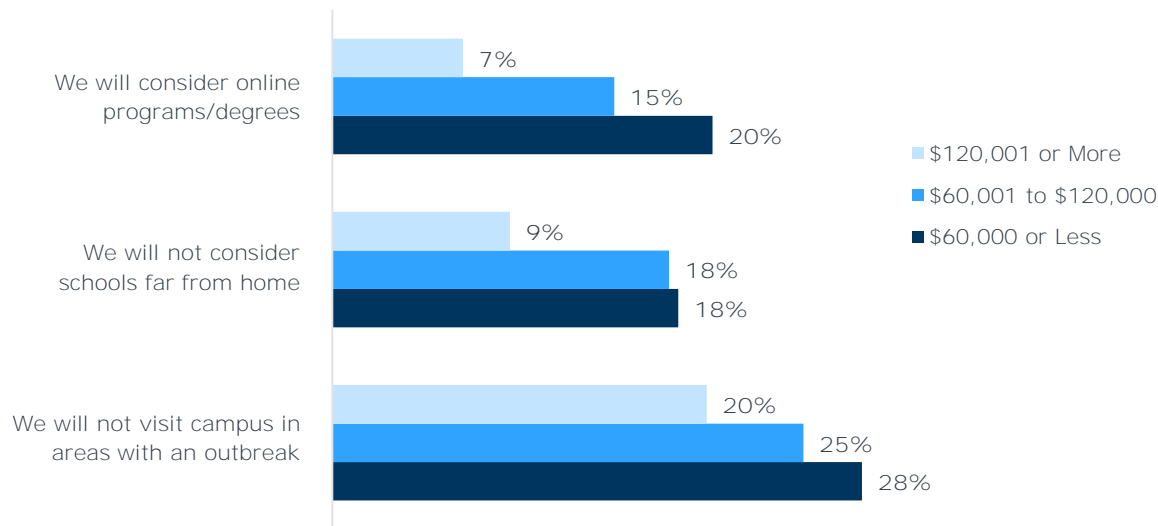
# Differing Responses Across Income Bands



Least-Affluent Parents Most Likely to Be Altering Their Plans

## “Which of the following statements regarding the impact of the pandemic accurately reflect your plans?”

*Percentage of Responding Parents, by Estimated Household Income*



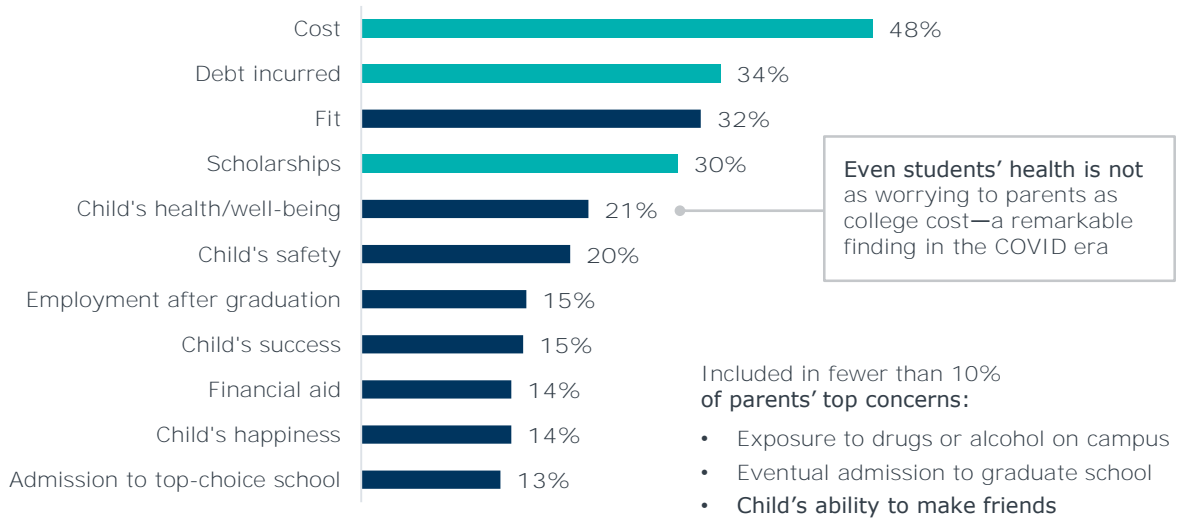
# Affordability Tops Parents' List of Concerns



## Cost Is by Far Parents' Biggest Source of Anxiety

### "What makes you most anxious about your child's future college experience?"

Categories Cited by More Than 10% of Survey Respondents<sup>1</sup>



1) Parents were asked to select their top three concerns.

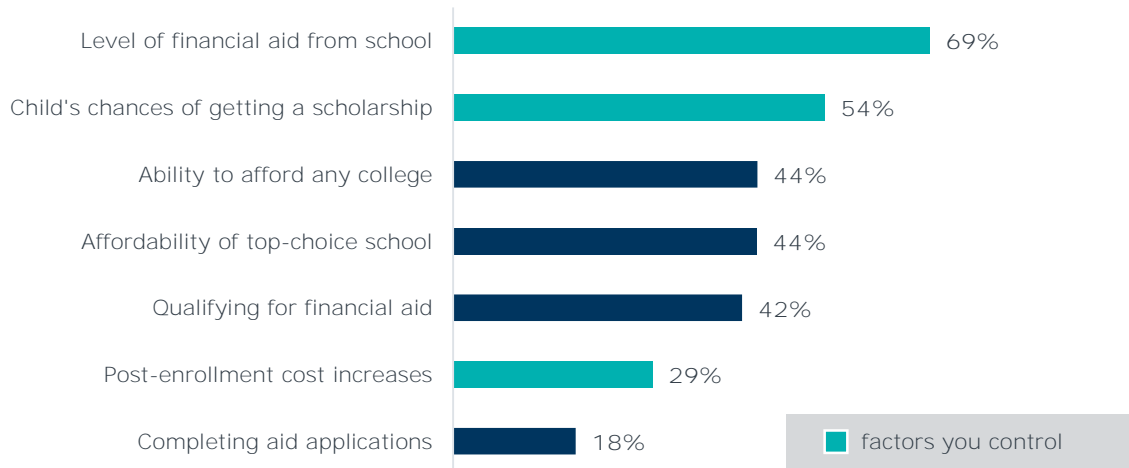
# Parsing Parents' Cost Concerns



Much Parent Worry Hinges on Factors You Control

## “What concerns you most about the cost of college?”

*Percentage of Responding Parents*



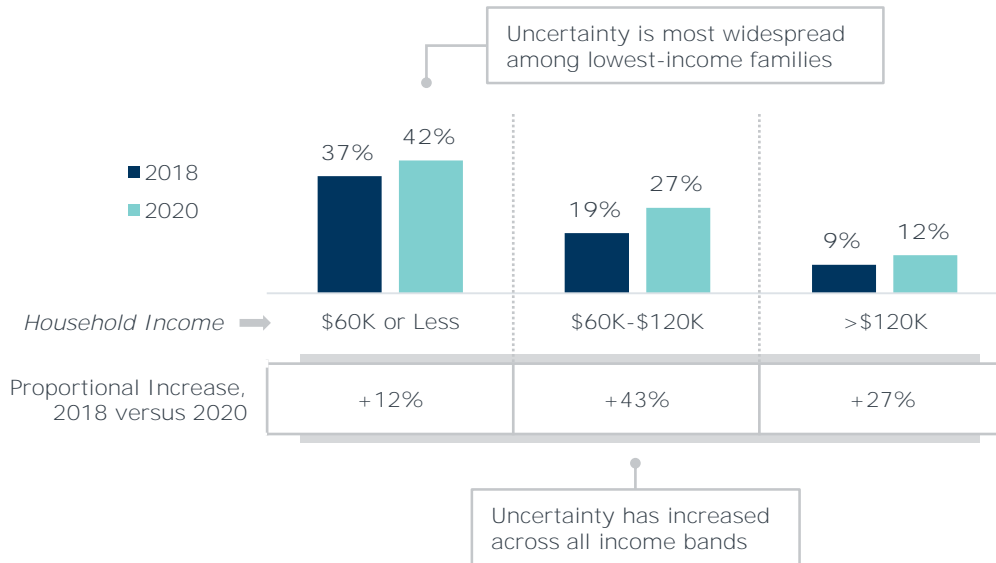
# Increased Uncertainty



## More Parents Are Less Confident When it Comes to Budgeting

### Percentage of Parents Who Said They Were Unsure How Much to Spend on Their Student's College Education

2018 Versus 2020, by Household Income, Parents of High School Seniors

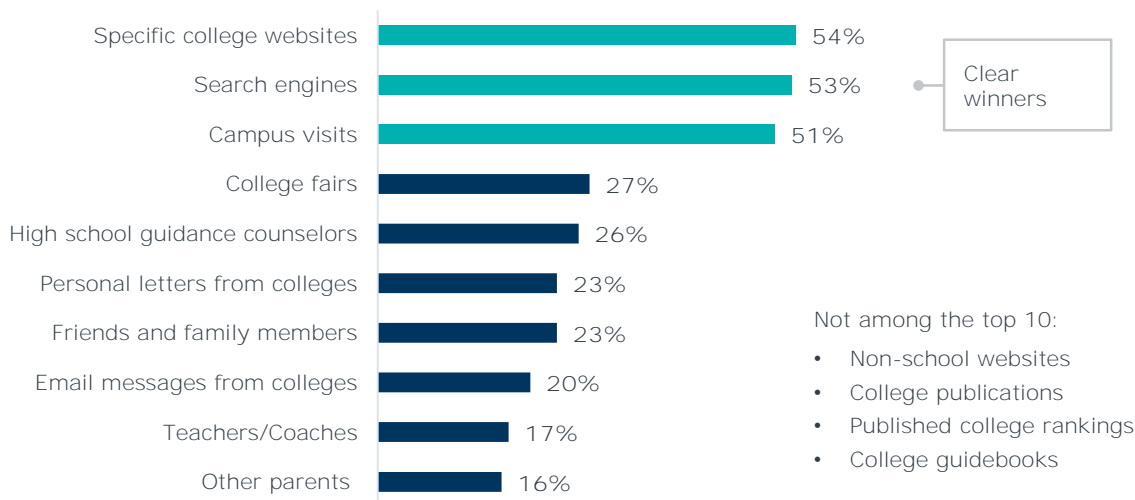


# What Information Sources Do Parents Favor?

## A Clear Division Within Parents' Top 10 Sources

### “Which sources were most helpful to you in your search for information about schools?”

*Percentage of Parents Citing Each Source (Top Ten Sources)*



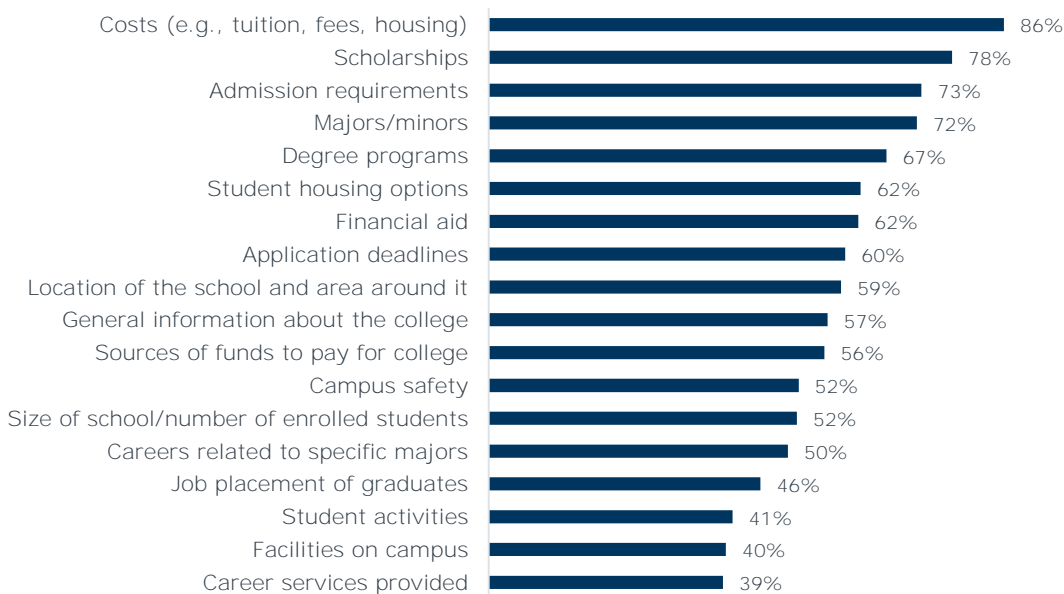
# What Information Do Parents Want from You?



Parents Are Interested in Many Different Aspects of Prospective Schools

## “What information would you like from schools your child is considering?”

*Percentage of Surveyed Parents, Top 20 Topics*



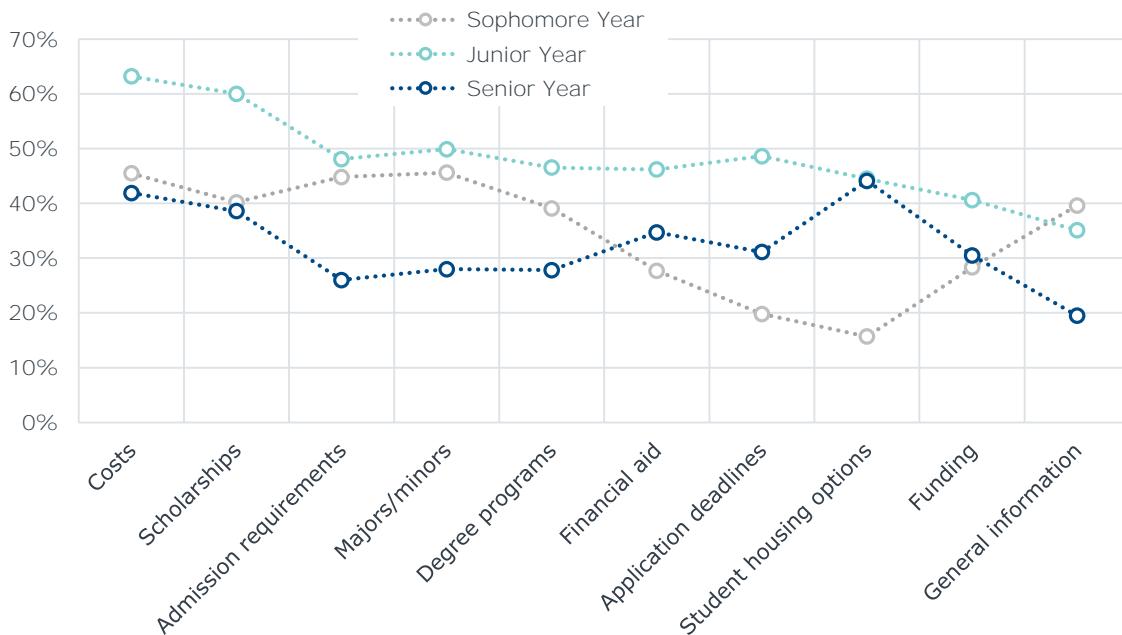


# When Do Parents Want Which Information?

Topics Parents Are Most Interested In Vary by Funnel Stage

## “When would you like to receive information on specific topics?”

By Student’s High School Year, Percentage of Responding Parents



1

The Fall 2020 Enrollment Landscape

2

Forces Shaping Enrollment

3

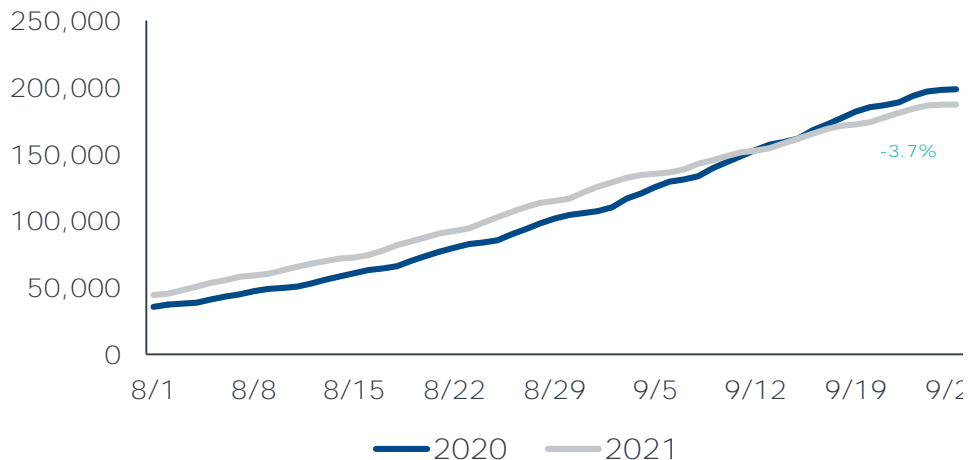
How Parents of College-Bound Students Are Evaluating Schools

4

**Early Enrollment Trends in 2021**

# Application Behavior Began To Slow Through September

Cumulative Total Submitted Applications



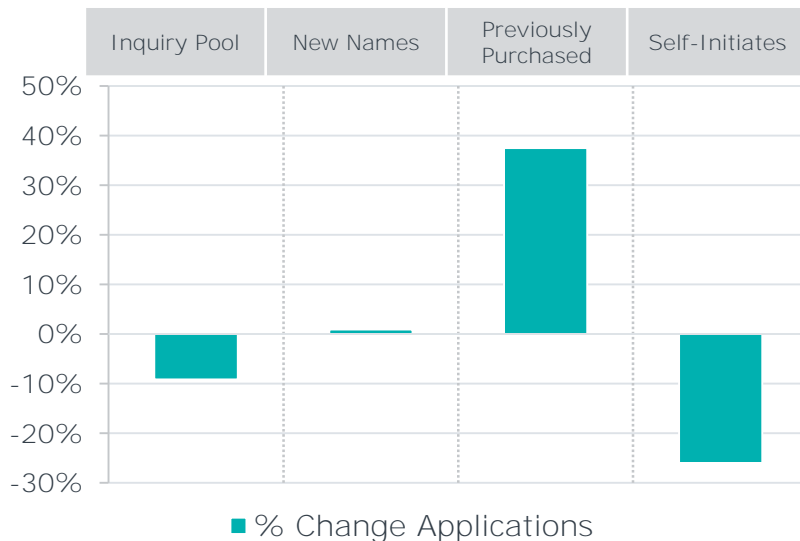
Partner Distribution (% Change)

25th Percentile	-28%
Median	-5%
75th Percentile	+17%

N=164 schools

# Stealth Application Declines Are Concerning

## Submitted Application Change by Student Audience



COVID-19 mitigation strategies for New Senior and Previously Purchased Names are working:

- Application rate from new GPA-only Senior Names is 29% higher than average
- 4.5X more applications from PSAT and AP lists than last year
- 37% increase in applications from Previously Purchased students

N=385,000 applications, 188 schools

# Fewer Students Are Initiating Applications on Their Own

Self-Initiates Change by Application Status

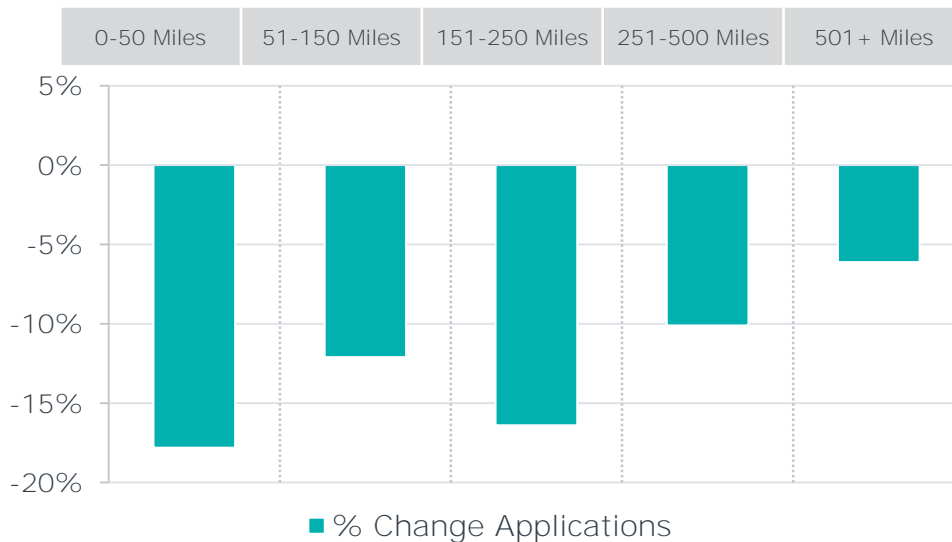
*EAB Web Applications Only*



N=37,000 applications, 37 schools

# Families Exploring Schools Far Away Are Still Applying

Submitted Application Change by Student Distance from Campus

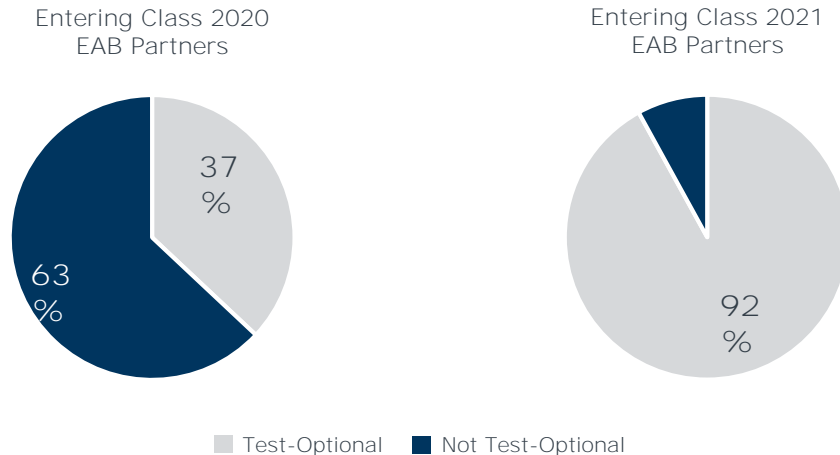


N=385,000 applications, 188 schools

# Almost All EAB Partners Have Now Adopted Test-Optional Policies

8% of EAB Partners Have Yet to Pivot (As of Early November 2020)

Percentage of Institutions by Test-Optional Status



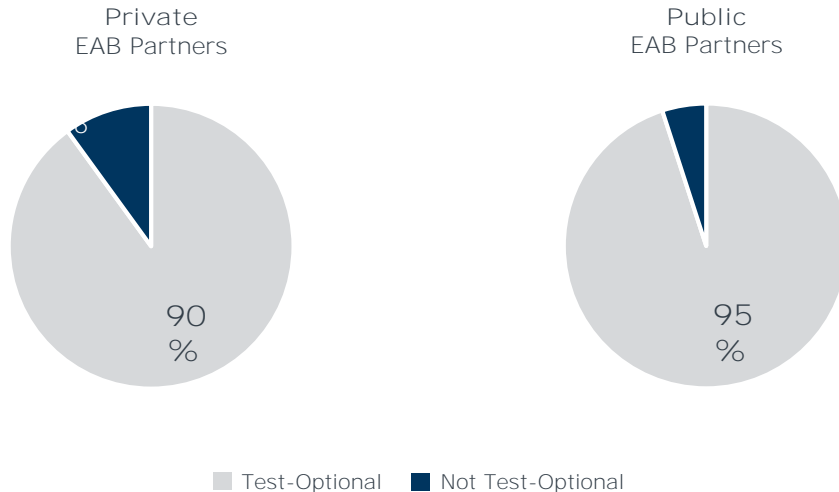
According to fairtest.org, 69% of all four-year colleges and universities in the United States will not require applicants to submit ACT or SAT scores for Fall 2021 admission.

Source: fairtest.org, EAB Research.

# Almost All Public Schools Have Now Moved to Test-Optional

As of Early November 2020

Percentage of Institutions by Test-Optional Status



N=211 schools

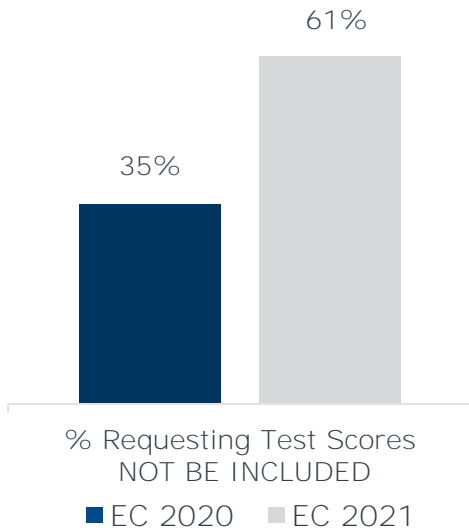
Source: fairtest.org, EAB Research.



# Test-Optional Applications Are Up More Than 25% **Points** Over Last Cycle

Percentage of Applicants Requesting Test Score  
NOT BE INCLUDED in Admit Decision

*Entering Class 2020 vs. 2021 to Date*



N=23,000 applicants; 18 schools

*Yes, I have seen that you have gone test optional. This is great as due to covid-19 I have not been able to take the SAT or ACT. I plan to soon submit my common application.*

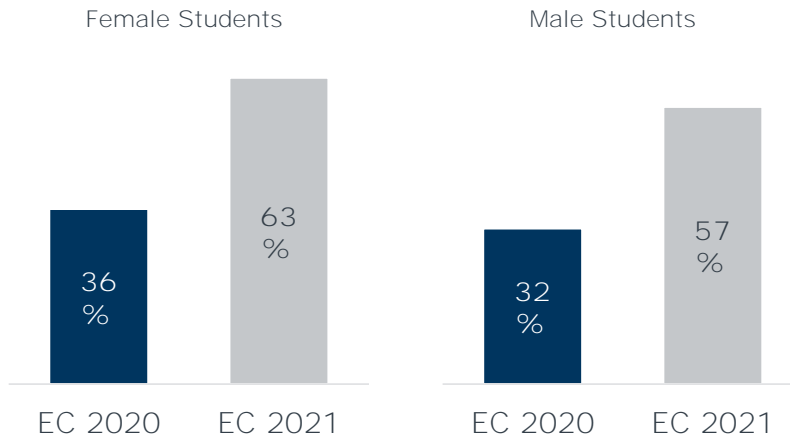


# Female Students Are More Likely to Go Test-Optional

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Percentage of Applicants Requesting Test Scores  
NOT BE INCLUDED in Admit Decision

*Entering Class 2020 vs. 2021 to Date by Gender*



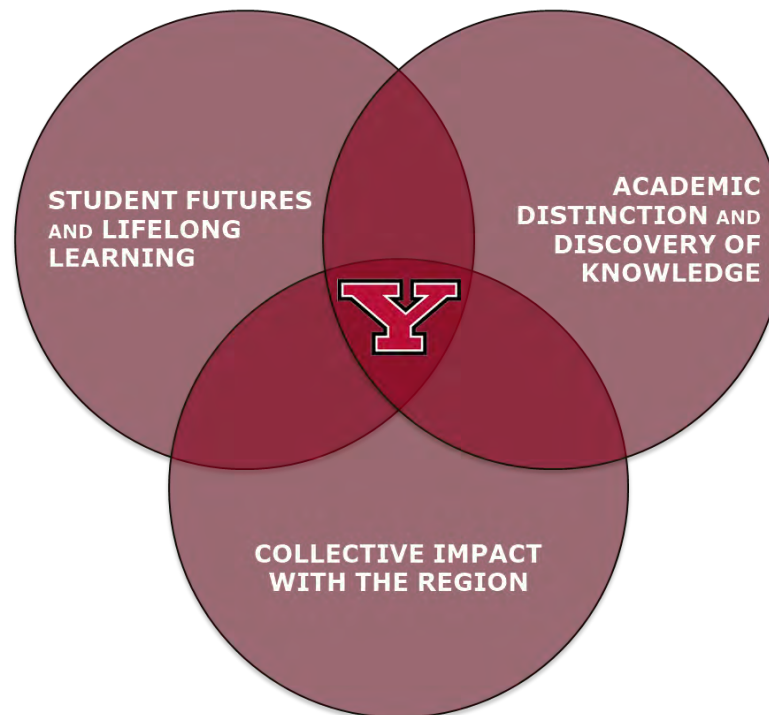
N=23,000 applicants; 18 schools



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202-747-1000 | [eab.com](http://eab.com)

# WELCOME!



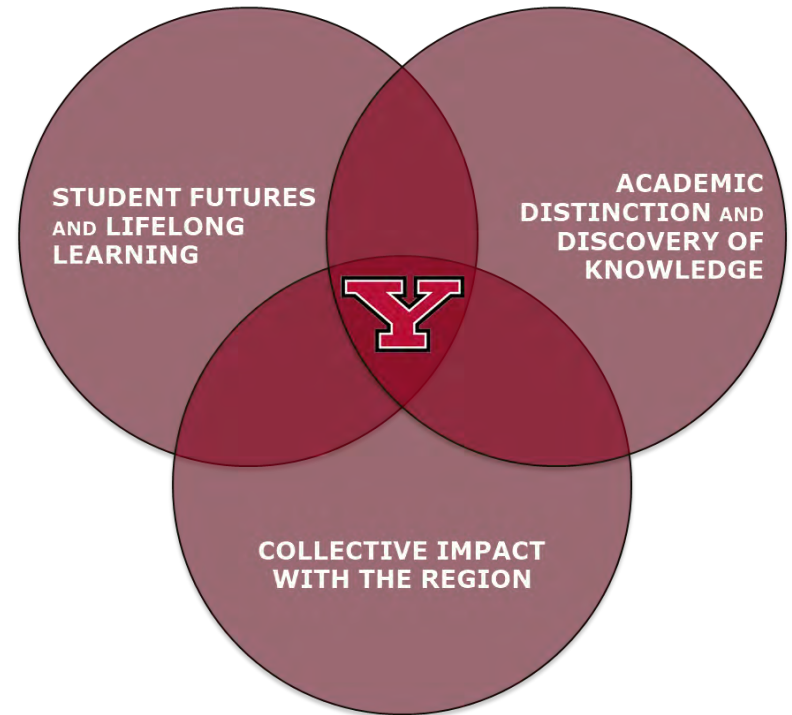
YOUNGSTOWN  
STATE  
UNIVERSITY

YSU Value Proposition: *The Plan and The Future*  
University of Opportunity  
Inspires Individuals; Enhances Futures; Enriches Lives

Current State-*The Plan*

Future State-*The Plan +*

Board of Trustees  
September 2, 2020



# YSU Value Proposition: *The Future (Plan+)*

## University of Opportunity

Create a multi-year plan to achieve enrollment that respects YSU's mission, vision, and values and provides a pathway to fiscal sustainability, academic vibrancy, and regional vitality.

Develop an integrated marketing and communication strategy.

## Envision the Future

### Academic Program Enhancement & Effectiveness

Current-and Future-state marketing communication alignment

**EAB** (Enrollment/Scholarships)

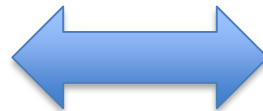
**Gray**(Market/Programs)

**To be selected?** (Brand)

Citizen of the World

Engaged in Work

Engaged in the Community



Y I am Proud

Y and Proud

Y makes Me Proud

YSU Value Proposition: *The Future (Plan+)*  
University of Opportunity

## Timeline

- September: Set the stage for the discussion
- December: Establish the context (data; market; etc.)
- February: Envisioning the future (Futurist)
- March: Options for the future-state (ADVANCE)
- June: Align the future-state with FY22 budget/beyond

Citizen of the World  
Engaged in Work  
Engaged in the Community



Y I am Proud  
Y and Proud  
Y makes Me Proud

# How Must We Evolve to Remain Relevant to the Student of Tomorrow?

Ask any college or university what they're doing to create the student experience of tomorrow, and they will rattle off the same experiential or high-impact practices: active learning, internships, undergraduate research, service learning, and the like. In the near term, higher ed leaders are focused on scaling these efforts to improve learning, persistence, and career outcomes.








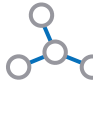


But for longer-term sustainability and relevance, the question for the president and cabinet is what's next: How does an institution truly differentiate, when everyone's strategic plans and marketing materials tout the exact same practices? And, perhaps most important, our economies (regional, national, global) are undergoing rapid shifts—how does higher education catch up?

## Drivers of Change—Work and Citizenship

EAB Research Question: How Far, How Fast Will the Following Factors Impact the Ways Higher Education Serves Future Undergraduates?

## Seeking Bold Visions

What Ideas from the Frontier Should Each Institution Pursue (or Not)?

- 1** **Employer expectations at the entry level continue to rise, with new graduates competing with those who have several years of work experience.** Day 1 entry-level requirements grow as organizations do (even) more with (even) less, and some worry that entry-level jobs are especially susceptible to the gig economy (and automation).  Truly integrated academic and career experience across four years leads to 2–3 years of continuous experience gained during college, advancing skills in a field
- 2** **Twenty-first-century organizations mimic the structure of the Internet: flatter, team-based multitasking.** By contrast, higher education in the last century was aligned with the workplace of the past, when even the professions followed an assembly-line model of hierarchies and more systematic tasks.  Students required to experience different pedagogies for different purposes, i.e., lectures to model sustained thinking, online courses for user-generated knowledge, active learning for team-based work
- 3** **Our current model—a four-year education all at once (perhaps a master's degree a few years later) to prepare for a stable career—is outdated.** The pace of change in every industry continues to accelerate; we live in a work-for-hire world, and retirement age will only extend further into the future.  Lifelong learning membership allows for continuous network of alumni, faculty, students, and professionals to access and contribute content
- 4** **To what extent will automation impact jobs? No matter where one stands on the debate of AI's impact, every organization is now a data and technology organization.** No job or industry will be immune.  Data, analytics, and technological skills are core skills integrated throughout the curriculum and expected of every graduate, irrespective of major
- 5** **Employers remain hungry for traditional arts and letters skills, such as empathy, communication, cross-cultural competency, and synthetic thinking.** However, public criticism of “useless” disciplines grows—sometimes rightly, as these more universal professional skills aren't necessarily taught, even in disciplines where they could be at the center.  Employer partnerships in less conventional areas (e.g., not technical writing, but the power of narrative in business and finance); entire curriculum integrates technical and social skills
- 6** **“We're all entrepreneurs (or intrapreneurs) now”—no matter the discipline or career path, an innovation mind-set is now critical to professional success.** Furthermore, many worry that the United States is losing its innovation foothold.  No student graduates without developing entrepreneurial thinking, inside or outside the classroom
- 7** **Different skills are needed to solve the “wicked problems” of our time (no clear answer; countless, interdisciplinary causes).** Students not only need interdisciplinary expertise but also the ability to solve problems requiring extended attention over time, likely beyond a typical course.  Problem-based learning foundation of a multiyear, cohort-based experience, rather than simply a few courses or capstone
- 8** **The university's role in cultivating a citizenry—many worry that the Bowling Alone-era changes to the social fabric have only gotten worse, complicated by today's deep political divides.** The university's role in the public sphere has never been more fraught—but perhaps also never more important.  Today's culture wars and other challenging current debates used as way to educate students in the history of civic discourse
- 9** **In a global economy, many local economies are struggling, and economic activity is increasingly concentrated in a handful of large cities.** What role can colleges and universities play in addressing labor and job shortages, retaining and attracting businesses, and connecting their region to global networks of value creation?  Universities assume elevated leadership role in defining what region should become, along with convening and coordinating relevant partners
- 10** **Despite clear lifetime value of a college degree, many rising student groups may be less willing to take the near-term risk—low-income, first-generation, and underrepresented groups often have immediate financial or personal family commitments, are susceptible to media skepticism of college ROI, and/or can access many emerging high-pay roles attainable through quick technical training.**  New models take into account some students cannot take breaks from earning—bachelor's-level apprenticeships, on- and off-ramps, ISAs



**ACADEMIC EXCELLENCE  
AND  
STUDENT SUCCESS**

**AGENDA**



**BOARD OF TRUSTEES  
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

**James E. “Ted” Roberts, Chair  
Allen L. Ryan, Vice Chair  
All Trustees are Members**

**Wednesday, December 2, 2020  
11:30 a.m.**

**Kilcawley Center  
Chestnut Room**

**AGENDA**

- A. Disposition of Minutes for Meeting Held September 2, 2020**
- B. Old Business**
- C. Committee Items**

**1. Academic Excellence and Student Success Consent Agenda Items**

**a. Academic Excellence Consent Agenda Items\***

**C.1.a.1. = Tab 1      \*1) Resolution to Modify 3356-10-05, Honorary Degrees and Commencement Speakers**  
Dr. Brien N. Smith, Provost and Vice President for Academic Affairs, will report.

**C.1.a.2. = Tab 2      \*2) Resolution to Modify 3356-10-10, Academic Senate**  
Dr. Brien N. Smith, Provost and Vice President for Academic Affairs, and  
Dr. Chester R. Cooper, Chairperson of the Academic Senate, will report.

**b. Student Success Consent Agenda Item\***

**C.1.b.1. = Tab 3      \*1) Resolution to Modify 3356-7-19, Access to Campus for Purposes of Commercial Solicitation or Advertising.**  
Dr. Eddie J. Howard, Vice President for Student Affairs, will report.

**2. Academic Excellence and Student Success Action Items**

**a. Academic Excellence Action Items**

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

- C.2.a.1. = Tab 4**      **1) Resolution to Approve Board of Trustees' University Completion Plan**  
Dr. Jeffrey T. Coldren, Convener of the Academic Senate Student Success Task Force and Acting Chair, Psychological Sciences and Counseling, and Dr. Claire Berardini, Associate Provost for Student Success, will report.
- C.2.a.2. = Tab 5**      **2) Resolution to Modify 3356-7-50, Minors on Campus/Background Checks**  
Dr. Eddie Howard, Vice President for Student Affairs, will report.
- C.2.a.3. = Tab 6**      **3) Resolution to Approve University Remediation Report**  
Dr. Brien N. Smith, Provost and Vice President for Academic Affairs, Dr. Claire Berardini, Associate Provost for Student Success, and Dr. Thomas Wakefield, Chairperson, Department of Mathematics and Statistics, will report.

**3. Academic Excellence and Student Success Discussion Items**

- a. Fall 2020 and Spring 2021 Enrollment Update**  
Ms. Jeanne Herman, Registrar, Ms. Elaine Ruse, Executive Director of Enrollment Management, Dr. Claire Berardini, Associate Provost for Student Success, and Dr. Adam Earnhardt, Professor, Department of Communication, will report.
- C.3.b. = Tab 7**      **b. Academic Program Enhancement and Effectiveness Initiative**  
Dr. Brien N. Smith, Provost and Vice President for Academic Affairs, and Dr. Mike Sherman, Vice President for Institutional Effectiveness and Board Professions, will report.
- c. Academic Senate Update**  
Dr. Chester R. Cooper, Chairperson, Academic Senate, 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 MODIFY HONORARY DEGREES AND  
COMMENCEMENT SPEAKERS, POLICY 3356-10-05**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Disposition of Residual Funds from External Grants and Contracts policy has been reviewed 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 Honorary Degrees and Commencement Speakers, policy number 3356-10-05, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-10-05 Honorary degrees and commencement speakers.**

Responsible Division/Office: Academic Affairs  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: October 1997; July 2009; June 2011;  
June 2013; December 2015; [December 2020](#)  
Board Committee: Academic [Excellence](#) and Student Success  
**Effective Date:** **December 3, 2020**  
Next Review: [2025](#)

Deleted: Previous Policy Number: → 1005.01¶

Deleted: Quality

Deleted: 16, 2015

Deleted: 2

Deleted: 2020

- (A) Policy statement. The board of trustees shall review and authorize the list from which commencement speakers and honorary degree candidates will be recommended by the academic events committee [of the academic senate](#) to the president. The board of trustees shall grant honorary degrees in recognition of a significant impact on the university, on the community, state or nation, or on society. Such degrees will be conferred at commencements, special convocations, and other events.
- (B) Procedures for selecting and approving candidates.
- (1) Criteria for nomination of commencement speakers and honorary degree candidates are determined by the provost/vice president for academic affairs, subject to board of trustees' approval.
  - (2) Faculty, staff, board of trustees members and/or anyone associated with the university may submit nominations for commencement speakers and/or honorary degree candidates to the academic events committee of the academic senate or directly to the provost/vice president for academic affairs.
  - (3) Per the academic senate bylaws, the academic events committee of the academic senate "shall be responsible for making recommendations concerning policy governing academic events such as graduation ceremonies, honors convocations, inaugural ceremonies, and recommend candidates for honorary degrees and commencement speakers to the university's president."
  - (4) The academic events committee will review the credentials of all the candidates recommended and will submit a list of no less than

fifteen and no more than twenty candidates for approval by the board of trustees during its regular June meeting. The list may be amended and reapproved by the board at any time throughout the year.

(C) Selection of the commencement speaker.

- (1) The provost, in consultation with the president, shall select a commencement speaker from the board-approved list.
- (2) The president will inform the board of the selection of the commencement speaker no later than the board meeting preceding the commencement ceremony.

(D) Selection of the honorary degree recipient.

- (1) Only the board of trustees is authorized to approve the awarding of an honorary degree.
- (2) The provost, in consultation with the president, shall recommend candidates for an honorary degree from the approved list for recognition at an appropriate event.
- (3) The board shall approve the awarding of the degree no later than the board meeting preceding the event at which the honorary degree is to be conferred.

**3356-10-05 Honorary degrees and commencement speakers.**

Responsible Division/Office: Academic Affairs  
Responsible Officer: Provost and VP for Academic Affairs  
Revision History: October 1997; July 2009; June 2011;  
June 2013; December 2015; December 2020  
Board Committee: Academic Excellence and Student Success  
**Effective Date: December 3, 2020**  
Next Review: 2025

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**RESOLUTION TO MODIFY ACADEMIC SENATE, POLICY 3356-10-10**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Disposition of Residual Funds from External Grants and Contracts policy has been reviewed 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 Academic Senate, policy number 3356-10-10, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-10-10 Academic senate.**

Responsible Division/Office: Academic Affairs  
Responsible Officer: Provost and VP of Academic Affairs  
Revision History: October 1998; October 2010; December 2015;  
[December 2020](#)  
Board Committee: Academic [Excellence](#) and Student Success  
Effective Date: [December 3, 2020](#)  
Next Review: [2025](#)

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(A) Policy statement. Under authority delegated to the academic senate of Youngstown state university by the board of trustees, "In recognition of the essential role of the faculty in the development of policies concerning the academic functions and activities of the university, it is appropriate for the senate to have primary responsibility for the development of new policies, or changes in existing policies, integral and essential to the academic functions and activities of the university." (See "Academic Senate Charter Preamble.")

Where required, or as appropriate, such policy recommendations shall be subject to review by the provost and, in its oversight capacity, by the board's academic [excellence](#) and student success committee, particularly as to statements of institutional mission, academic plans, university-wide standards of admission, retention, and graduation, and deletions or changes in academic programs and new programs leading to certificates or degrees.

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Where required, or as appropriate, the academic [excellence](#) and student success committee will inform or make recommendations to the board.

**Deleted:** quality

**Deleted:**

(B) Purpose. The establishment of the academic senate as an integral part of the governance structure of the university recognizes the essential role and primary responsibility of the faculty in the development of new policies, or changes in existing policies, integral and essential to the academic functions and activities of the university.

(C) Parameters. The academic senate establishes bylaws for its own operation, which are consistent with its charter and the mission of the university.

(D) Procedures.

- (1) Operating procedures for the academic senate are found in the charter of the academic senate and bylaws of the academic senate.
- (2) Amendments to the charter of the academic senate, passed in accordance with [relevant article within the charter](#), are presented to the president, or designee, and the board of trustees for action.
- (3) Amendments to the bylaws of the academic senate, which are approved by the academic senate, are forwarded to the provost and presented at a regular meeting of the academic quality and student success committee of the board of trustees.
- (4) Copies of the charter of the academic senate and the current bylaws are available in the offices of the academic senate and the provost as well as on the academic senate website at <http://academicsenate.yzu.edu/>.

**Deleted:** article VI, section 1c

**3356-10-10 Academic senate.**

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and VP of Academic Affairs
Revision History:	October 1998; October 2010; December 2015; December 2020
Board Committee:	Academic Excellence and Student Success
<b>Effective Date:</b>	<b>December 3, 2020</b>
Next Review:	2025

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- (A) Policy statement. Under authority delegated to the academic senate of Youngstown state university by the board of trustees, “In recognition of the essential role of the faculty in the development of policies concerning the academic functions and activities of the university, it is appropriate for the senate to have primary responsibility for the development of new policies, or changes in existing policies, integral and essential to the academic functions and activities of the university.” (See “Academic Senate Charter Preamble.”)

Where required, or as appropriate, such policy recommendations shall be subject to review by the provost and, in its oversight capacity, by the board’s academic excellence and student success committee, particularly as to statements of institutional mission, academic plans, university-wide standards of admission, retention, and graduation, and deletions or changes in academic programs and new programs leading to certificates or degrees.

Where required, or as appropriate, the academic excellence and student success committee will inform or make recommendations to the board.

- (B) Purpose. The establishment of the academic senate as an integral part of the governance structure of the university recognizes the essential role and primary responsibility of the faculty in the development of new policies, or changes in existing policies, integral and essential to the academic functions and activities of the university.
- (C) Parameters. The academic senate establishes bylaws for its own operation, which are consistent with its charter and the mission of the university.

(D) Procedures.

- (1) Operating procedures for the academic senate are found in the charter of the academic senate and bylaws of the academic senate.
- (2) Amendments to the charter of the academic senate, passed in accordance with relevant article within the charter, are presented to the president, or designee, and the board of trustees for action.
- (3) Amendments to the bylaws of the academic senate, which are approved by the academic senate, are forwarded to the provost and presented at a regular meeting of the academic quality and student success committee of the board of trustees.
- (4) Copies of the charter of the academic senate and the current bylaws are available in the offices of the academic senate and the provost as well as on the academic senate website at <http://academicsenate.yosu.edu/>.



**RESOLUTION TO MODIFY ACCESS TO CAMPUS FOR PURPOSES OF  
COMMERCIAL SOLICITATION OR ADVERTISING, POLICY 3356-7-19**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Disposition of Residual Funds from External Grants and Contracts policy has been reviewed 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 Access to Campus for Purposes of Commercial Solicitation or Advertising, policy number 3356-7-19, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-7-19 Access to campus for purposes of commercial solicitation or advertising.**

Responsible Division/Office: Finance and ~~Business Operations~~; Student Affairs  
Responsible Officer: VP for Finance and ~~Business Operations~~  
VP for Student Affairs  
Revision History: January 1998; September 2011; September 2014;  
~~December 2020~~  
Board Committee: ~~Academic Excellence and Student Success~~  
Effective Date: ~~December 3, 2020~~  
Next Review: ~~2025~~

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- (A) Policy statement. University property is dedicated to the educational mission of the university. The university may prohibit the solicitation, distribution, and presentation of information to students and employees on campus and at other locations where university business is being conducted.
- (B) Purpose. These procedures are designed to ensure that the university employees can perform their duties free from intrusions and work interruptions, and to safeguard the security of persons, facilities, and property.
- (C) Scope. This policy applies to all facilities and property on the university campus or under the operating authority of the university and to solicitation and advertising. This policy does not apply to university-sponsored events, the YSU foundation, university-affiliated organizations, registered student organizations, or to vendors or business representatives who are provided goods or services procured by the university.
- (D) Definitions. For purposes of this policy, "solicitation and advertising" (hereinafter collectively referred to as commercial solicitation) is defined as an attempt to publicize a commercial product, service, activity, or entity or raise funds through direct sale of merchandise, services, or donations, with or without products or services rendered. Also, any method of communication intended to market or induce support of such a product, service, activity, or entity will be considered commercial solicitation.

(E) Procedures. In general, commercial solicitation of goods or services that are in competition with the goods or services provided by the bookstore or other university facilities may not be conducted on university property.

(1) Activities by employees.

- (a) Solicitation to or by employees is prohibited during either employee's work time. Specifically, solicitation by an employee of another employee is prohibited while either employee is on work time. Work time does not include meal periods, authorized rest breaks, or any other specific period of the day when the employees are not properly engaged in the performance of their work duties.
- (b) The use of university facilities, services, mail, [social media](#), email, fax or telephone by university employees for the purpose of solicitation not directly related to or endorsed by the university is prohibited.
- (c) Employees should consult rule 3356-7-25 of the Administrative Code regarding political activities of employees.

(2) Activities by non-employees/non-university organizations.

- (a) An organization, business, or non-employee of the university wishing to engage in commercial solicitation on university property must request permission in writing five business days prior to the proposed visit. The request must be forwarded in writing to the vice president of finance and [business operations](#), and must state:
  - (i) The name of the organization, business, or entity as registered with the Ohio secretary of state, if applicable;
  - (ii) The purpose of the proposed visit;
  - (iii) The desired time frame of the visit;

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- (iv) A copy of materials to be distributed, if applicable;
  - (v) The names of all individuals that might be involved with the visit; and
  - (vi) Contact information, including name, address, and phone number of the person having accountability for the activity.
- (b) The vice president of finance and business operations will review the request with the vice president of student affairs or other appropriate university administrator. Permission will be granted subject to reasonable time, place, and manner limits. When granting permission for commercial solicitation, the mission of the university will be considered as well as other activities and programs occurring during the requested time. A response to the request will be provided in writing no later than two business days after receipt of the request.
- (c) If the request is honored, specific parameters regarding access to the campus and communication and contact with university employees will be included in the response. The vice president of finance and business operations, or his/her designee, will notify the university policy department of the approved request.
- (d) All persons and organizations accessing campus for this purpose are required to comply with all university policies, specifically rule 3356-7-45 of the Administrative Code, "Persona non grata."
- (e) Non-university individuals or groups are prohibited from using university facilities and services, including the internal campus mail system, unless authorized in writing by an appropriate university official.
- (f) For safety and security purposes, solicitations are prohibited in university parking lots, decks, and driveways.

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**3356-7-19      Access to campus for purposes of commercial solicitation or advertising.**

Responsible Division/Office: Finance and Business Operations; Student Affairs  
Responsible Officer: VP for Finance and Business Operations  
VP for Student Affairs  
Revision History: January 1998; September 2011; September 2014;  
December 2020  
Board Committee: Academic Excellence and Student Success  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (C) Scope. This policy applies to all facilities and property on the university campus or under the operating authority of the university and to solicitation and advertising. This policy does not apply to university-sponsored events, the YSU foundation, university-affiliated organizations, registered student organizations, or to vendors or business representatives who are provided goods or services procured by the university.
- (D) Definitions. For purposes of this policy, “solicitation and advertising” (hereinafter collectively referred to as commercial solicitation) is defined as an attempt to publicize a commercial product, service, activity, or entity or raise funds through direct sale of merchandise, services, or donations, with or without products or services rendered. Also, any method of communication intended to market or induce support of such a product, service, activity, or entity will be considered commercial solicitation.

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- (a) Solicitation to or by employees is prohibited during either employee's work time. Specifically, solicitation by an employee of another employee is prohibited while either employee is on work time. Work time does not include meal periods, authorized rest breaks, or any other specific period of the day when the employees are not properly engaged in the performance of their work duties.
- (b) The use of university facilities, services, mail, social media, email, fax or telephone by university employees for the purpose of solicitation not directly related to or endorsed by the university is prohibited.
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- (ii) The purpose of the proposed visit;
- (iii) The desired time frame of the visit;

- (iv) A copy of materials to be distributed, if applicable;
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- (c) If the request is honored, specific parameters regarding access to the campus and communication and contact with university employees will be included in the response. The vice president of finance and business operations, or his/her designee, will notify the university policy department of the approved request.
- (d) All persons and organizations accessing campus for this purpose are required to comply with all university policies, specifically rule 3356-7-45 of the Administrative Code, "Persona non grata."
- (e) Non-university individuals or groups are prohibited from using university facilities and services, including the internal campus mail system, unless authorized in writing by an appropriate university official.
- (f) For safety and security purposes, solicitations are prohibited in university parking lots, decks, and driveways.



**RESOLUTION BY THE YOUNGSTOWN STATE UNIVERSITY  
BOARD OF TRUSTEES TO ENDORSE THE 2020 STATE OF OHIO MANDATED  
COMPLETION PLAN THAT IS ALIGNED WITH THE *PLAN FOR STRATEGIC ACTIONS  
TO TAKE CHARGE OF OUR FUTURE***

**WHEREAS**, Section 3345.81 of the Ohio Revised Code requires that each institution of higher education adopt an institution-specific completion plan consistent with the mission and strategic priorities of the institution that includes measurable student completion goals; and

**WHEREAS**, Criterion 4.C. of the Higher Learning Commission’s Criteria for Accreditation requires the institution to “demonstrate a commitment to educational improvement through ongoing attention to retention, persistence, and completion rates in its degree and certificate programs” by having ambitious but attainable persistence and completion goals and by using data to inform decisions to increase student persistence and completion; and

**WHEREAS**, the Ohio Revised Code requires that the board of trustees of each institution of higher education shall update its plan at least once every two years and provide a copy of their updated plan to the chancellor upon adoption; and

**WHEREAS**, the first, second, and third Completion Plans for Youngstown State University were approved by the Board of Trustees and submitted to the Ohio Department of Higher Education in 2014, 2016 and in 2018; and

**WHEREAS**, the Completion Plan has been updated in 2020 considering the goals and objectives of the 2018 Plan; and

**WHEREAS**, the academic leadership as well as the Academic Senate Student Success Taskforce have been involved in the development of the YSU 2020 Plan and that Academic Senate is anticipated to endorse the plan December 2, 2020, with Senators having provided comments and feedback related to the Plan; and

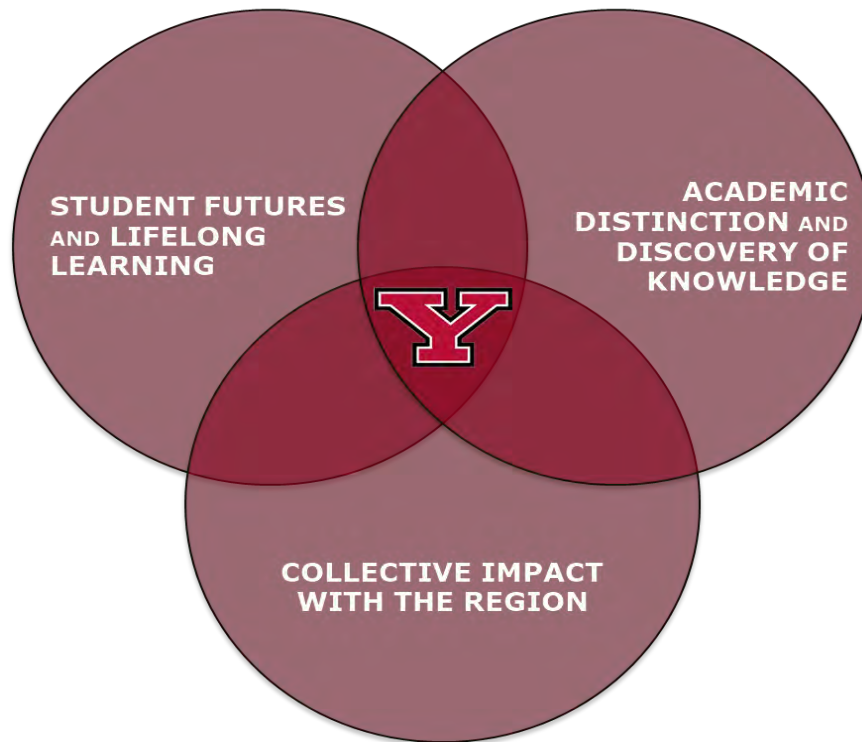
**WHEREAS**, the Completion Plan has been updated in 2020 to be aligned with the Board of Trustees adopted Plan for Strategic Actions to Take Charge of Our Future.

**NOW THEREFORE, BE IT RESOLVED**, that the Youngstown State University Board of Trustees adopts the Youngstown State University 2020 Campus Completion Plan; and

**BE IT FURTHER RESOLVED**, that the strategic planning process created a framework for institutional effectiveness that includes this updated student success plan as expressed in this Board’s Resolution YR 2018-76.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**YOUNGSTOWN STATE UNIVERSITY**  
**STUDENT RETENTION, PERSISTENCE, AND COMPLETION PLAN**  
**(2020-2022)**  
**ALIGNED WITH THE**  
**PLAN FOR STRATEGIC ACTIONS TO TAKE CHARGE OF OUR FUTURE**  
***and***  
**BRIDGING OHIO'S WORKFORCE GAP**  
***and***  
**COMPLETE TO COMPETE OHIO**



**To be Considered for both Endorsement by the Academic Senate and  
Approval by the Board of Trustees  
December, 2020**

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## Executive Summary

Youngstown State University (YSU) is becoming an institution of first-choice by an increasingly larger number of students entering college as higher proportions of students graduating from local high schools have chosen to attend YSU. The combinations of the quality of the academic experience, along with co-curricular and experiential learning opportunities leading to job placement for a low annual cost, creates an inherently high value proposition of a YSU degree.

In the fall semester of 2015, 12,471 students were enrolled at YSU. Total enrollment was at its highest in the last five years in 2016 at 12,756, and was 11,788 in fall 2020. This is a decline of 968 students or 7.6% between the peak in fall 2016 and fall 2020.

The number of new first-time and full-time undergraduates peaked at 2,286 in fall 2018 and fell to 1,791 in fall 2020. This is a decline of 495 students or 21.7% over two years. This clearly indicates YSU must assess the future state of enrollment given demographic shifts in high school graduates, a large number of adult learners with some college and no degree, and the attractiveness of on-line programs of study.

For these same entering classes, the average composite ACT score increased slightly following a move to moderately more selective admissions requirements (21.29 at the lowest and 21.85 at the highest composite ACT score between 2014 and 2020), while the average high school GPA has risen from 3.16 to 3.48 (+10.1%) for this same time period.

Accordingly, first-time undergraduate fall-to-fall retention rates rose slightly from the fall 2014 entering class (75.0%) through the fall 2016 entering class (76.8%) but fell through 2018 (to 72.8%), and then increased for the fall 2019 entering class (76.0%). Specific initiatives have been put in place to address these varying yearly outcomes so the success of each entering class is optimized and more consistently high.

The impact of the increased academic preparation of the incoming class will likely take more than four years to reflect increased degree completion. In 2013-14, 1,557 bachelor's degrees were awarded. In 2019-20, YSU awarded the second-largest number of bachelor's degrees in its history (1,746 degrees). Importantly and impressively, the six-year graduation rate for the fall 2014 entering class was 47% having risen from 30% for the fall 2009 entering class. This 17% increase in the six-year graduation rate is significant as it indicates that with student graduating at a faster rate, recruitment of new students is even more paramount to maintain enrollment at constant levels.

YSU is taking significant actions to improve the persistence and completion rates of accepted students. Because of the still mostly open access policy, the student body of the University includes students with a wide variety of backgrounds and academic preparation. A substantial portion of the admitted students belong to groups who, according to national statistics, have a lower probability of successfully completing a degree in a timely manner.

Nonetheless, YSU is strongly committed to optimizing the successes of students admitted to attend the university. Among the significant actions the University has taken to improve the completion rates of accepted students is its participation in the Ohio Department of Higher Education's *Ohio Strong Start to Finish* initiative. YSU has worked with colleagues from colleges and universities across the state to develop, share, and implement high impact strategies aimed at substantially



increasing the number of Ohio college students completing gateway Mathematics and English courses as part of a guided pathway in their first year. To this end, the Department of Mathematics has implemented a successful corequisite-remediation of mathematics pathway that is a focused strategy to improve the success rates of students in entry-level mathematics courses. In addition, the instructors of mathematics have participated in several directed workshops to enhance mathematics instruction.

Significant adjustments have been made to the student experience with a strong focus on being proactive and appropriately reactive to the circumstances of students. For example, conditionally admitted students are enrolled in a Strong Start initiative that focuses on their specifically identified needs; the timeline and interactions amongst offices related to financial holds have been adjusted, and the services of the Penguin Service Center, a student one-stop assistance center have been strategically enhanced.

For fall 2020, YSU transformed the experiences of entering students and transfer students with less than 30 accumulated credit hours. Students are advised as cohorts throughout their first-year via the introduction of a newly developed student success seminar. This creates the opportunity for college-based advisers to focus their attention on sophomore through senior ranks. There is an opportunity to improve persistence and gain enrollment by reducing degree program barriers and revising policies to appropriately complement continued enrollment.

A new degree audit system will have phased implementation beginning spring 2021, anticipating that a new technology-enhanced advising system will be implemented beginning fall 2021. This will provide capabilities of real-time interventions and a holistic and student-specific approach to advising. This signals a significant investment by YSU in technology to enhance student success.

Overall, the University achieved many of the goals established in the 2018 Retention, Persistence and Completion Plan. Many of the original strategies have been completed, while several more have been deemed effective and will be continuing.

Importantly, the newly Board-endorsed *Plan for Strategic Actions to Take Charge of Our Future* has a strong emphasis on student success with several goals and many strategies anticipated to improve the success rates of students.

Youngstown State University provides significant value to the Youngstown-Warren metropolitan area. A 2018 Economic Impact Study estimated the impact by YSU on the region approached \$700 million.

Our academic and workforce development priorities include those “in-demand” industries, identified by *JobsOhio*, which are poised to transform Ohio. In support of Workforce Development, YSU is committed to cultivating and sustaining appropriate bilateral and multilateral engagements amongst faculty, staff, students, and regional business, technological enterprises, industry, and non-profit organizations. In particular, the soon to be opened Excellence Training Center will have a substantial impact on regional workforce development, components of which are a collaboration with Eastern Gateway Community College and various areas of manufacturing.

YSU is committed to student futures and life-long learning, academic distinction and discovery of knowledge, and collective impact with the region.

As an institution of opportunity, Youngstown State University inspires individuals, enhances futures, and enriches lives.

## Institutional Framework

Over an 18-month period, and with substantial involvement by the University Community, the Board of Trustees endorsed in June, 2020, the *Plan for Strategic Actions to Take Charge of Our Future*. In this process, the mission, vision, and values of Youngstown State University were adjusted to be more relevant to the region and state, and to align with goals and evolving strategies to assure a sustainable future predicated upon academic vibrancy that engages the University's intellectual capacities and action-oriented capabilities to support regional vitality.

### University Mission

The Youngstown State University mission, approved by the Board of Trustees in June 2020, is reflected by the following statements.

*An Institution of Opportunity: YSU inspires individuals, enhances futures, and enriches lives.*

As a student-centered university, Youngstown State University's mission is to provide innovative lifelong learning opportunities that will inspire individuals, enhance futures and enrich lives. YSU inspires individuals by cultivating a curiosity for life-long learning; enhances the futures of our students by empowering them to discover, disseminate and apply their knowledge; and enriches the region by fostering collaboration and the advancement of civic, scientific, and technological development. YSU's culture of enrichment flourishes in our diverse, accessible, and quality education.

### University Vision

Youngstown State University is where students thrive in their educational and career pursuits, where scholarship creates innovative solutions, and where community engagement is a cornerstone of collaboration that collectively contributes to the sustainable prosperity of the region and beyond.

### University Values

We—the faculty, staff, administrators, and students of Youngstown State University—hold the following values essential to achieving the mission and realizing the vision.

- Centrality of Students – We put students first, fostering their holistic and lifelong success.
- Excellence and Innovation – We bring academic excellence and innovation to learning and life for all stakeholders.
- Integrity and Human Dignity – We root all behaviors, decisions and actions in the achievement of integrity, mutual respect, collegiality, equity and inclusion.
- Collaboration and Public Engagement – We embrace collaboration and create innovative partnerships to foster sustainability and enrich our university, our culture, and region.

## The Institution

Youngstown State University, which became a state assisted institution in 1967, is currently organized into five academic colleges: the Williamson College of Business Administration; the Cliffe College of Creative Arts; the Bitonte College of Health and Human Services; the Beeghly College of Liberal Arts, Social Sciences, and Education; and the College of Science, Technology, Engineering, and Mathematics. The Honors College provides enrichment experiences for undergraduate students accepted into the honors program. There is also a College of Graduate Studies that administers all graduate programs.

## Enrollment

YSU has a long and proud tradition of serving first-generation college students and was for many years the only regional option for a higher education before the creation of Eastern Gateway Community College in fall 2009. The addition of a community college provides much-needed support for underprepared students and serves as a true “gateway” from associate to baccalaureate degree programs. This event is reflected in a gradual change in YSU’s enrollment profile, with students coming in with higher ACT and high school GPAs. In 2014, YSU moved away from open admission to moderate selectivity for incoming students. Students now need a high school GPA of 2.00 and a composite ACT of 17 or higher to be admitted unconditionally.

YSU’s enrollment is consistent with the themes associated with *The Plan* and aligns with YSU as a University of Opportunity that inspires individuals, enhances futures, and enriches lives. Perspectives associated with the university’s mission, vision, and values include the following.

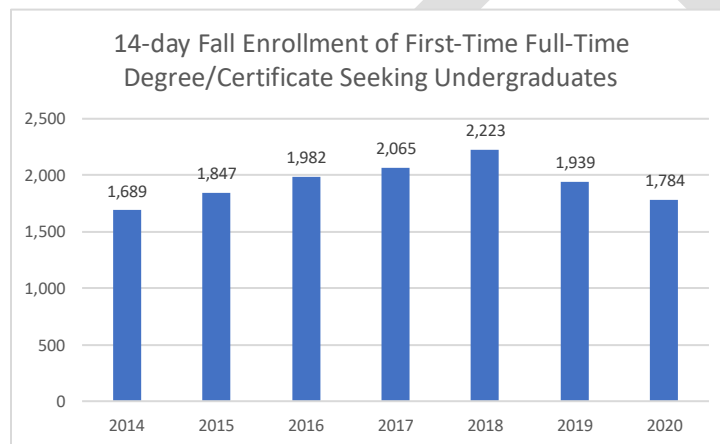
- In fall 2020, 72.1% of incoming undergraduate students (first-time undergraduates, transfers and transients) were from a five-county service region including Mahoning, Trumbull, and Columbiana counties in Ohio and Lawrence and Mercer counties in Pennsylvania.
- The Mahoning County 2010 census data showed that 79.9% of the residents were white and 20.1% were non-white. The fall 2020 YSU student population (both undergraduate and graduate) was 77.3% white, 12.2% non-white, and 10.5% unspecified.
- In fall 2020, 1% of first-time undergraduate students graduated from Youngstown Early College, a partnership with Youngstown City Schools, wherein high school students seek to earn a high school diploma and associate’s degree simultaneously.
- 10.1% of the 2020 undergraduate student population earned college credits through College Credit Plus prior to matriculation
- Of all undergraduates in fall 2020, 11.7% were nontraditional age; and 88.3% were traditional age (less than 25 years of age).

Students entering YSU are better prepared to become engaged with faculty in research, and the number of honors students has increased substantially.

- For first-time undergraduate students enrolled in fall semester from 2014 to 2020, IPEDS reported fall average High School GPA has risen steadily from 3.2 to 3.5, and the average ACT from 21.35 to 21.64.

- In 2016, the Honors College was expanded, and the number of honors students grew from 453 in 2014 to 932 in 2017, and was 1,278 in 2020. The growth of the Honors College is significantly changing the composition of the student body. The average high school GPA was 3.8 in fall 2017 and 4.0 in fall 2020 and average ACT scores were 27.39 in fall 2017 and 27.40 in fall 2020

Like many public universities, and particularly regional publics, YSU has become increasingly reliant on the health of its enrollment, and the capability to project that enrollment to sustain its fiscal viability. After a five-year period of declining enrollment, the past four years have seen significant shifts in enrollment patterns, after the university transitioned to a more selective admission process for the fall class of 2014. However, it has become increasingly clear that shifting demographics will influence the size of future incoming classes. This perspective must be addressed considering the long-term vibrancy and sustainability of YSU. The Board of Trustees will dedicate a significant portion of its efforts during the 2020-2021 academic year addressing the *Future State* of YSU.



*Figure 1: Admission became slightly more selective in fall 2014. Data in Figures 1 through 6 include both full-time and part-time students.*

The increased academic preparation of new students sets the stage for an anticipated improvement in the retention that is expected to support sustained momentum towards persistence and completion. Significant focus has been given to the recruitment of more students who are better academically prepared, while remaining a gateway to higher education for the region.

The fall 2015 transition from an Honors Program to an Honors College, and a strategic change in the way scholarship aid was utilized, produced an almost three-fold increase in Honors College freshmen.

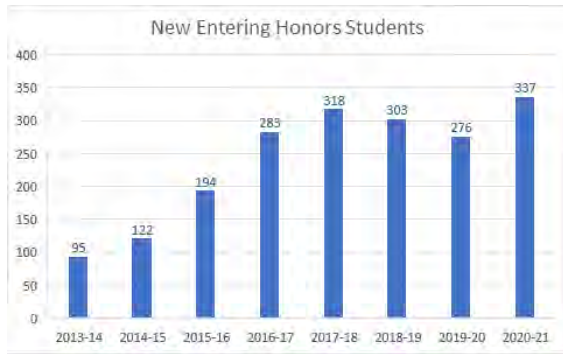


Figure 2: With a focus on the Honors College as an important attraction for highly academically prepared students, the entering class size has increased substantially.

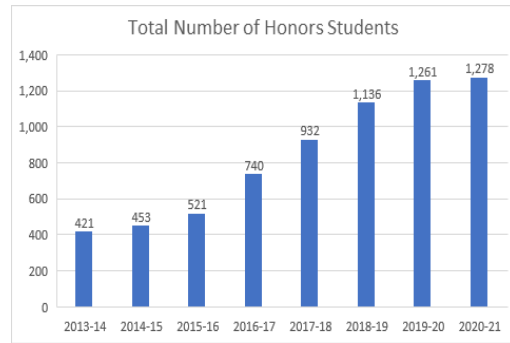


Figure 3: The total number of honors students has increased concurrently with the increasing size of the entering class.

The increased enrollment in the Honors College and the slightly increased minimum admission standards created improvements in average freshmen grade point average and average freshmen ACT scores.

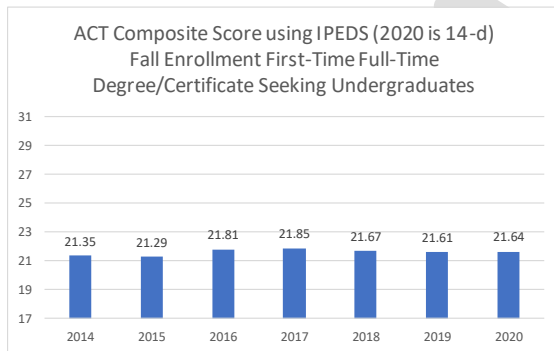


Figure 4: With YSU moving from an open-selectivity admissions institution to a traditionally-selective institution, the academic preparation of the entering class has improved.

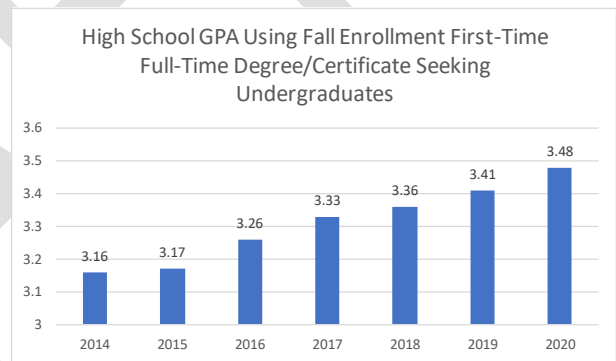


Figure 5: The improved academic preparation of the incoming class is also reflected by the increased average high school GPA of the entering class.

## Retention

As better students have been successfully recruited, and as was expected, more of them initially returned; however, that increase has been followed by a decline across 2017 and 2018 and then an increase for the 2019 entering class.

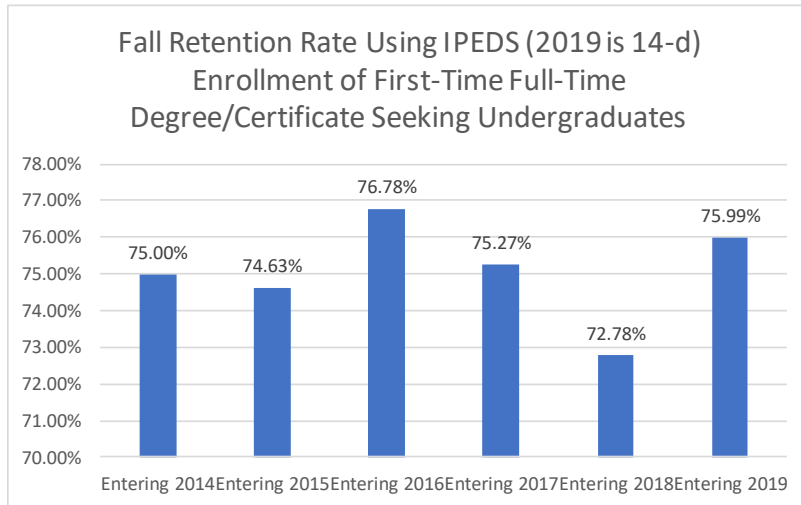


Figure 6: Retention of the incoming class increased and was followed by a decline in the two subsequent years, followed by an increase. This high level of variability has been identified as a cause for concern. This is why in this Plan it will be illustrated how the experiences of each first-time full-time student are being enhanced via a new and specially designed Student Success Seminar with the specific objective of improving retention, progress, persistence and completion.

It is important to note that CARES funding and a special \$1.4 million allocation for scholarships from the YSU Foundation have provided one-time funds for a significant number of students enrolled in the previous academic year. This one-time funding is likely to have contributed to the increase in the Fall Retention Rate for students entering 2019. Other contributing factors include permitting students with an outstanding balance to register for the subsequent term; extending the deadline to change a grade option for spring 2020; and extending the deadline to complete an "I" (incomplete grade) for spring 2020.

## Persistence, Progress, and Completion in Context

The Plan for Strategic Actions to Take Charge of Our Future has a strong focus on student success. In fact, student futures and lifelong learning are the foundation upon which the YSU educational experience resides. To this end, the persistence, progress and completion rates are illustrated below. These are milestones that will be addressed by the specific plan of action steps illustrated in this document and aligned with The Plan.

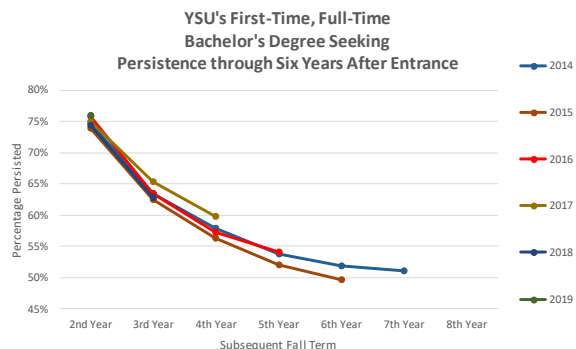
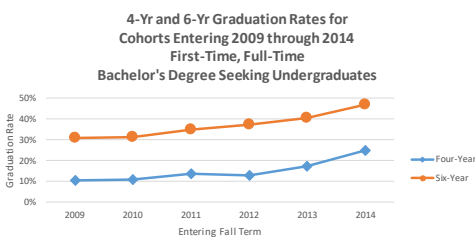


Figure 7: The graduation rates, both 4- and 6-year, have increased. While the 4-y graduation rate is significantly less than desirable (and is being addressed via this Plan), the 6-year graduation rate just reached 47%, a new high for the university.

Figure 8: Persistence is increasing gradually for the incoming students beginning after the 2014 entering class.

According to the 2019-20 Undergraduate Bulletin: “Applicants must have a high school grade point average of 2.00 or higher on a 4-point scale, have an ACT composite score of 17 or higher...”

Because of this commitment to access, the student body of the University includes students with a wide variety of backgrounds and academic preparation. A substantial portion of the students belong to groups who, according to national statistics, have a lower probability of successfully completing a degree in a timely manner.

The following table describes the proportion of YSU students with those risk factors.

### Persistence Risk Factors as Applied to YSU Students

Lower socioeconomic class	98% of YSU 1 <sup>st</sup> time full-time students received financial aid in fall 2018 (IPEDS Student Financial Aid Survey)
Being academically underprepared	44% of fall 2018 entering students took at least one developmental class (YNGS fall 2018 Scorecard from ODHE)
Having a disability	Approximately 529 (5%) of all fall 2019 undergraduate students were registered with the Office of Disability Services (IPEDS institutional characteristics survey)
Working more than 20 hours per week	Over 37% of YSU students work more than 20 hours per week (2018 NSSE Survey of Freshmen and Seniors with a 20% response rate)
Being a commuter student	94% of all fall 2020 students commute or live in non-University housing (per IR Preliminary 14 <sup>th</sup> - day data set)
Going to school part time	21% of all fall 2020 students attend part time (per IR Preliminary 14 <sup>th</sup> day dataset)
Being a first-generation college student	43% of fall 2020 undergraduate students are first-generation (Preliminary 14 <sup>th</sup> day dataset)
Receive Pell Grant	40% of fall 2018 students are eligible to receive a Pell Grant (YNGS Fall 2018 Scorecard ODHE)
Coming from an underrepresented population	15% of fall 2020 students are from underrepresented populations (Preliminary 14 <sup>th</sup> day dataset)
Conditionally admitted	9% of fall 2020 new students are conditional admits having less than a 17 on the ACT composite or a high school GPA less than 2.0 (per IR Preliminary 14 <sup>th</sup> day data set)
Adult learners	18% of all students are older than 24 years of age (per IR Preliminary 14 <sup>th</sup> day data set). Additional analysis that identifies adult learners using the ODHE and other criteria indicate that this population may be as high as 30% of the YSU student population.

When the admission standards changed for fall 2014, the institution moved from an open to a traditional institution in terms of selectivity. For institutions with traditional selectivity, first-to-second-year retention rate is projected to be 74% for bachelor's/master's/doctoral degree granting institutions. YSU's first-to-second-year retention rates have exceeded 70% since 2014; however, in recent years, the retention rate fell, but most recently rose to 76%.

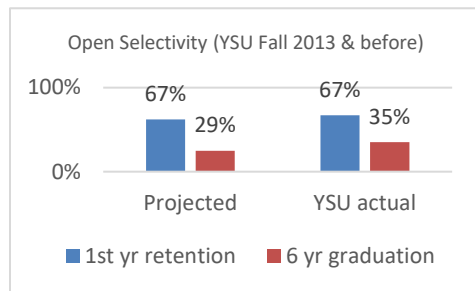


Figure 9: Projected and YSU actual 1<sup>st</sup>-year retention and 6-year graduation rates for when YSU was an openly selective admitting institution (Fall 2013 and before). ([http://www.act.org/content/dam/act/unsecured/documents/retain\\_2015.pdf](http://www.act.org/content/dam/act/unsecured/documents/retain_2015.pdf))

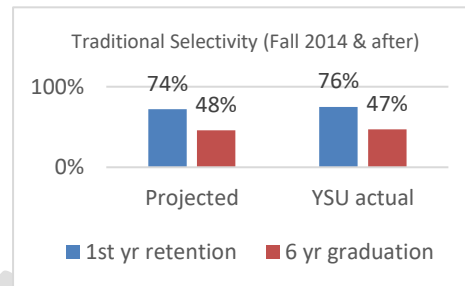


Figure 10: Projected and YSU actual 1<sup>st</sup>-year retention and 6-year graduation rates for YSU as traditionally selective admitting institution (Fall 2014 and after). ([http://www.act.org/content/dam/act/unsecured/documents/retain\\_2015.pdf](http://www.act.org/content/dam/act/unsecured/documents/retain_2015.pdf))

The institutional objective is to improve first-to-second year retention rates, particularly with the expected outcomes from implementing a standardized student success seminar tied to relational and case-based academic advising. YSU has implemented a required success seminar for first-year students. Conditionally admitted freshmen now take a two-credit hour seminar, taught by their program adviser, as part of the new Strong Start Program, a year-long cohort-based program for students who require more specific guidance to successfully navigate college and complete their degree. A pilot of this approach demonstrated a 30% increase in retention compared to previous years. Regularly admitted first-time and transfer freshmen will take a one-credit hour success seminar taught by a student success specialist. Sections were capped at 20 to ensure low student to advisor ratios. Complementing these strategies will be a persistent YSU application for federal [TRIO Student Support Services](#) funding that would provide support for YSU to focus even more energy and effort on students who are first-generation, low-income, and both first-generation and low-income. YSU barely missed the funding cut-off for the 2020 award cycle and intends to resubmit the proposal having consulted various entities to improve the likelihood for funding.

Implementing the student success seminar will permit the professional advisors in the colleges to focus on continuing students, particularly sophomores, juniors, and seniors, to facilitate degree progress and completion. This is important because fall-to-fall persistence can and must be increased; from fall 2018 to fall 2019 slightly more than 900 students in good academic standing left the university, while slightly more than 600 students left the institution who were in good academic standing with no holds and a GPA of 2.87 who did not enroll at any other institution. This fact highlights another opportunity for YSU to review its level of student-centeredness.

While elements of enrollment are student matriculation and retention from the first-to-second year, potentially even more important factors are the extent to which students persist from semester to semester and accumulate academic credits that contribute to degree completion. The State of Ohio has recognized that course and degree completion are key to the financial well-being



of the state's economy and thus state funding for higher education is now largely dependent upon these two factors (80%), with some weighting of the distribution for the academic success of at-risk students.

The 6-year degree completion rate of the 2014 first-time full-time cohort was 47%. As YSU was an open-selectivity institution for the 2011 entering class, degree completion is projected to be about 29.0%. As a traditional selectivity institution, degree completion is projected to be about 48%. As was stated earlier, degree completion should increase in a manner commensurate with the increasing academic preparation of the incoming class. The YSU objective will be to perform better than the projections. This is the framework around which the institution is now pursuing a compliment of student academic success strategies.

These later milestones are anticipated to improve over time, particularly as YSU invests in technological capacity and enhances concomitant competencies. A highly functional enterprise compatible degree-audit system will be implemented beginning spring 2021. Furthermore, implementing a new student advising system in fall 2021 that has "triggering" capabilities will allow the institution to focus more on increasing student sense of belonging---a major contributor to student success.

With this shift in focus, it is intended that graduates will, over time, have experiences that help them contribute to their work, community and the success of their family, perspectives that are to some extent extractable by use of the results of NSSE survey every two-years.

## **Institutional Context**

YSU, along with the other universities in Northeastern Ohio, the State, and most of the nation face challenges and opportunities related to enrollment over the next decade. The number of students graduating from high school will decline in Ohio by -15% between 2017 and 2029 (EAB). This is already evident as enrollment by first-time and full-time students decreased by -5% and -8% for Fall 2019 and Fall 2020, respectively. We are conducting the analytics to determine how the graduation rates for the school districts in our primary matriculation areas will change over time so we might reasonably model the yield rates from these areas over time.

Concurrently, we are embarking upon an Academic Program Enhancement and Effectiveness Initiative that provides analytics and decision-making opportunities from the perspectives of new markets, as well as insights for actions related to curricular efficiencies and economics. One consideration beyond serving the NEO region is supporting degree attainment of the more than 500,000 Ohioans and millions of individuals in adjacent states with some college but with no degree.

In addition, the Board of Trustees is undertaking a year-long assessment of enrollment recognizing the YSU mission, vision, and values that will, over time, assure fiscal sustainability, academic vibrancy, and regional vitality. This will also include renewing the integrated marketing and communication strategy.

## **2020-2022 Strategies for Retention, Persistence and Completion**

As has been discussed in the previous sections and aligned with the [Plan for Strategic Actions to Take Charge of Our Future](#), the priorities for the next cycle of The Plan will include:

- Installation, implementation, and refinement of Degree Works, the degree-audit system
- Installation, implementation, and refinement of CRM-Advise, a system that integrates with Degree Works and creates opportunities for a highly relationship- and case-management-based advising system
- Develop and implement new principles, processes and procedures focused on retention, persistence, and completion of students in their sophomore year and beyond as a component of an entirely redesigned approach to student advising given the introduction to the student success seminar
- Assessment of practices, procedures, and policies to reduce barriers and to enhance student progress
- Alignment of the institution's commitment to diversity, equity, and inclusion with the student retention, persistence and completion strategies, as well as with the student experience strategies

Information in Appendix A provides an additional contextual framework extended from the 2018-2020 Plan.

## **Workforce Development**

To best serve our region, YSU develops programs and services that are based on market and economic circumstances as well as persistence and completion research and best practices. YSU is aware of the objective to bridge [Ohio's workforce gap](#) as many of the initiatives described below and those that are emerging that are not described below contribute to the objective to have 1 million more adults with high-value credentials. As a member of the Inter-University Council of Ohio, YSU is also supporting the objectives associated with [Complete to Compete Ohio](#).

Youngstown State University provides significant value to the Youngstown-Warren metropolitan area, northeast Ohio, the state and the nation through research, scholarship, innovation, creative/scholarly activities, and workforce development. We recognize that economic and community development and advancement requires a symbiotic relationship amongst businesses, industries, technological enterprises, government, and non-profit organizations. Collective impact with the region is one of the three foundational principles in YSU's ongoing strategic planning efforts. This principle states that YSU will create deliberate, mutually beneficial, educational, civic, industry, and philanthropic partnerships to achieve equitable, sustainable, and innovative regional development.

In order to be responsive to the workforce needs of the region, YSU will continually evaluate academic offerings as well as create new and advance current relationships with local public, private and non-profit organizations. Reallocating resources towards areas most relevant to the sustainable prosperity of the region, investing in undergraduate, graduate, apprenticeship, and certificate programs in growing fields, as well as discontinuing and suspending admissions to other programs, will allow YSU to develop meaningful career pathways for students, bolster the economic competitiveness of the region, and enhance the quality of life of the community. In addition, YSU will continue to develop completion programs in select areas for students wanting to transition from an applied Associate's Degree to a Bachelor's Degree.

## Priorities

Academic and workforce development priorities include the following “in-demand” industries identified by *JobsOhio* as poised to transform Ohio:

1. Advanced Manufacturing
2. Aerospace & Aviation
3. Automotive
4. Energy and Chemicals
5. Financial Services
6. Health Care
7. Food and Agriculture
8. Logistics and Distribution
9. Technology

Team NEO’s 2020 Aligning Opportunities Report identifies the following occupational fields as having the greatest misalignment between employer demand and supply of matching credentials in Northeast Ohio in 2020 (Misalignment = Current Employer demand for workers – Annual Supply of matching credentials):

1. Computer & IT Workers (misalignment of 15,234 under).
2. Health Diagnosing & Treating Practitioners (misalignment of 13,122 under).
3. Finance Information & Record Clerks (misalignment of 12,767 under).
4. Skilled Production Workers (misalignment of 8,055 under).
5. Health Technologists & Technicians (misalignment of 6,784 under).

YSU is committed to address these workforce needs in the state and in Northeast Ohio by producing graduates with degrees and credentials in these in demand industries and occupational fields. The following are initiatives designed to serve these purposes.

### Mahoning Valley Innovation and Commercialization Consortium (MVICC) and The Excellence Training Center (ETC) at Youngstown State University

Manufacturing continues to be one of the cornerstone sectors of the U.S. economy. Ohio ranks among the top manufacturing states in the country, with much of that manufacturing occurring in northeast Ohio.

The manufacturers of the Youngstown region and the educational institutions that serve them stand at the crossroads of a rapidly evolving landscape. To meet the diverse needs of this evolving community, YSU has led the development of a regional partnership of manufacturing stakeholders. Comprised of academic, industrial, and economic development organizations, the **Mahoning Valley Innovation and Commercialization Consortium (MVICC)** addresses broad perspectives on the needs and opportunities of manufacturing in northeast Ohio.

A key component of that partnership is the concept of shared resources and cross-institutional collaboration. The cornerstone of that shared resource model is **YSU’s Excellence Training Center (ETC)**, which will provide a central facility to house a full spectrum of manufacturing training and research equipment. It will serve not only as a one-of-a-kind training and research center, but it also will provide an invaluable opportunity for students, faculty, and industry professionals to work

collaboratively and accelerate the training and education of the 21<sup>st</sup> century workforce.

### The Mahoning Valley Innovation and Commercialization Consortium (MVICC)

The MVICC partnership is the culmination of many years of discussion and was formally created in Fall 2019. The MVICC is made up of the following partners:

- Youngstown State University (YSU)
- Youngstown State University Research Foundation (YSURF)
- Eastern Gateway Community College (EGCC)
- Youngstown Business Incubator (YBI)
- Youngstown City Schools/Choffin Career and Technical Center
- Mahoning County Career and Technical Center (MCCTC)
- Trumbull Career and Technical Center (TCTC)
- Columbiana County Career and Technical Center (CCCTC)
- Mahoning Valley Manufacturers Coalition (MVMC)

The regions served by the MVICC partners include areas with high numbers of families who have no college graduates. The regions also include diverse ethnic populations and underrepresented populations who may be best served by having a variety of career pathway options. Training new workers and retraining the incumbent workforce is a key focus of the regional workforce training partners. Through the MVICC consortium, partners may take advantage of the strengths of the various educational partners to best address the needs of specific student learner populations.

### The Excellence Training Center (ETC) at Youngstown State University

The ETC facility will provide resources to the broader partner community. The combined project reflects more than \$11-million already invested in planned construction of the ETC facility and roughly \$10-million of advanced manufacturing and research equipment. That includes a significant commitment of MVICC partner resources, philanthropic donations, and funding commitments from across several federal, state, and local funding agencies. The buy-in to the success of this effort is broad-based and substantial.

The ETC will manage shared assets in support of the region's education, workforce development, research and commercial needs. The teaching factory concept of the ETC provides an opportunity for students and faculty at all partner institutions and from a wide range of programs to work side-by-side, gaining not only excellent support for education in their own programs, but also exposure to career options that they might never have otherwise considered. The ETC will serve as the cornerstone of the Mahoning Valley's manufacturing education eco-system.

### Workforce Accelerator

YSU, in partnership with IBM, has created an IT Workforce Accelerator to help better align the regional workforce with market in-demand skills. The goal is to provide greater access to industry 4.0 skills and jobs through supplemental training programs like apprenticeships and pre-apprenticeships.

The IT Workforce Accelerator serves individuals in both degree and non-degree pathways through the YSU Excellence Training Center and convenes local employers, workforce intermediaries, and

other ecosystem partners who are interested in learning about, implementing, and supporting apprenticeship programs.

YSU is a state and federal registered apprenticeship sponsor and can support companies in all 50 states by providing program design, enablement, and administration. Current pre-apprenticeship training programs include: software engineer, cybersecurity specialist, data scientist, IT support, and mainframe system administrator. Additional roles can be added based upon employer demand.

Importantly, an Executive Director for Strategic Workforce Development and Innovation was just appointed to support this and other opportunities to help meet the region's and Northeastern Ohio education for employment opportunities.

### Williamson College of Business Administration (WCBA)

WCBA workforce development falls into three interrelated categories: Business Engagement and Impact, Internships and Professional Development, and Curriculum and Certifications.

#### Business Engagement and Impact

- WCBA offers continuing education courses and professional development programs in accounting, nonprofit leadership, human resource management, and the real estate license.
- The WCBA houses the 2019 National SBDC Excellence and Innovation Award-winning Ohio Small Business Development Center (SBDC) at YSU, which provides consulting and training to companies and new business ventures, international trade consulting and export programs through its Ohio SBDC Export Assistance Network (EAN), and in partnership with the Mahoning Valley Procurement Technical Assistance Center (PTAC), assists companies with government contracting opportunities. The SBDC served 395 clients, generating growth of \$13.9 million in sales, 1,341 jobs, \$19.8 million in capital formation, and \$36.55 million in export sales.
- Most SBDC projects actively involve Beeghly Fellow interns, SBDC graduate assistants, and WCBA students and faculty (111 students, 6 faculty, 1,678 hours). Total WCBA student engagement with business and non-profit projects totaled 789 students and 105 projects.
- WCBA hosts regional, national, and international award-winning professional student organizations, as well as one of the largest student-managed investment funds in the nation.

#### Internships and Professional Development

- The WCBA's Center for Career Management (CCM) assists undergraduates with professional development, and MBA and MAcc students with career management. In 2019-20, the Center for Career Management conducted 261 internship advising appointments, 252 resume reviews, and 64 mock interviews, job searches, MBA career advice, and LinkedIn assistance appointments. The CCM supported 245 paid internships with 139 employers in 2019-20 (+ 20.7%). Of 243 BSBA graduates in 2019-20, 58.4% completed at least one internship. CCM-sponsored professional development events totaled 1,083 in student participation with 300 professionals in 2019-20.
- In partnership with the Ohio Development Services Agency, the WCBA offers the Ohio Export Internship program. To date, 62 students completed the program, 13 received full-time job offers from their internship employers, and 14 passed the Certified Global Business Professional (CGBP) Exam. YSU WCBA is one of 13 NASBITE certified CGBP Training

and Testing sites.

- The WCBA's Center for Nonprofit Leadership offers the Summer Nonprofit Leadership Honors Internship Program through an \$86,000 Raymond John Wean Foundation grant, funding ten, 12-wk, full-time, paid summer interns, building nonprofit and public sector leadership capacity.
- The Monus Fellows program funds students' work with entrepreneurial companies including Youngstown Business Incubator portfolio companies and Valley Growth Ventures.

#### Curriculum and Certifications

- The WCBA offers undergraduate certificates comprised of credit-bearing courses in Entrepreneurship (20 students), Leadership (125), and Nonprofit Leadership (42), as well as a certificate in Enterprise Resource Planning, leveraging our SAP University Alliance partnership (103). The HR Management major is SHRM-certified, and the Finance-CFP track is Board of Standards-approved. WCBA offers a CFA exam prep course, and students who earn national professional certifications, such as CGBP, SHRM-CP, and Six Sigma Green Belt, receive fee reimbursement. Coursework involves the use of industry-standard software, including Qualtrics, Quick Books, Adobe Creative Cloud applications, and Tableau, among others.
- The WCBA houses the 3D printing Launch Lab in collaboration with the STEM college and Department of Art, supporting coursework in marketing, operations, and entrepreneurship.
- Over 30 WCBA students help file 540 federal tax returns, 460+ state returns, and 400+ local returns for over 570 taxpayers via the Voluntary Income Tax Assistance (VITA) program.

#### Workforce Development in the Bitonte College of Health Sciences and Human Services

- Offers emergency medical technician training to Youngstown firefighters.
- Offers advanced training to Youngstown area Emergency Medical Technicians.
- The AAS Respiratory Therapist to BSAS Respiratory Therapist completion program is offered completely online and is available to students throughout the United States.
- The AAS Medical Laboratory Technician to BSAS Medical Laboratory Scientist completion program is offered completely online and is available to students throughout the United States.
- Anyone having earned an associate degree in a health-related field can pursue YSU's AAS to BSAS in Allied Health. The BSAS is often required for upward career mobility in many fields.
- The Polysomnography certificate has been moved to an online format. It is offered to any licensed Respiratory Therapist to pursue certification and employment in the area of sleep study.
- The graduate certificate in Health Care Administration is offered to students pursuing an administrative position in the health care field.
- Registered Nurses who hold an associate degree can complete the RN-BSN program online to obtain their baccalaureate degree nationwide. In many states, major healthcare facilities are requiring that Nurses have the BSN to obtain or retain employment.
- The Hospitality Program is expanding their program to training students on knowledge and skills need to operate and work in cafes.
- The College is developing a certificate in TeleHealth. The certificate will initially be marketed to Nursing and Dietetic students.

- Social Work and Criminal Justice are offered at Lakeland and Lorain County Community Colleges to expand the workforce in the northern part of Ohio.

Beeghly College of Liberal Arts, Social Sciences, and Education

Department of Humanities and Social Sciences

#### Geography:

- The geography program offers internships which connect our majors to private companies and public agencies, including the Columbiana County Development Department, the Eastgate Regional Council of Governments, the Trumbull Neighborhood Partnership, WKBN/WYTV, the City of Niles, and First Energy.
- The geography program hosts workshops for local and regional professionals in GIS and ArcGIS Pro. These workshops have been incredibly successful for outreach beyond YSU and for promoting the capabilities of the geospatial program. Individuals attended these workshops from Cleveland, Akron, Columbus, Ashtabula, and beyond. Each of these workshops filled to capacity with excellent feedback from participants regarding the transition and application of ArcGIS Pro.

#### History:

- The graduate certificate in Applied History is offered to students pursuing employment in historic preservation and museum studies.
- The history program offers Graduate Assistant Internships (\$7,500.00 e.a. plus a tuition scholarship). Two internships are funded by the Ohio History Connection and one is privately funded by a grant from the Youngstown Northside General Duty Nurses Association. Recipients work 20 hours per week at the Youngstown Historical Center of Industry and Labor.
- The applied history program offers graduate and undergraduate internships for credit. Interns work 150 hours for 3 credit hours. Past recipients have interned at the Mahoning County Courthouse, Spring Hill Historical Site, Pro Football Hall of Fame, McKinley Birthplace Memorial, Mahoning Valley Historical Society, Trumbull County Historical Society, and the Ohio History Connection.
- The history program also offers two competitive paid internships through the Tyler History Center (funded by George Beehlan) and the Youngstown Historical Center of Industry and Labor (funded by the Wuslich Applied History Scholarship).
- The Robert W. Reeder I Series in Professionalization sponsors and coordinates professional development events involving students, faculty, staff, alumni, and employers.
- The history program and the history honor's society, Phi Alpha Theta, coordinates the annual History Across the Humanities Conference (HATH). In addition to showcasing student research, the conference provides resume-building and networking opportunities. HATH also features professional development workshops. In 2020, those workshops included presentations by YSU career services and employers like the AmeriCorps Ohio History Service Corps.
- History coursework provides students with marketable skills and experiences. Class projects help students develop skills in critical thinking, interpretation, analysis, and effective written and oral communication. Class projects also provide real-world experience, including exhibit development and design.

Adjustments to Academic Programs accumulated since the submission of the first state-mandated Retention and Completion Plan.

### New undergraduate programs

- Bachelor of Science in Respiratory Care (completion program) (2014)
- Bachelor of Arts in Journalism (online format) (2014)
- Bachelor of Science in Biochemistry (2015)
- Bachelor of Science in Applied Science (BSAS) in Criminal Justice (online format) (2016)
- Bachelor of Engineering in Manufacturing Engineering (2016)
- Bachelor of General Studies (completion program, online format) (2017)
- Ohio Early Childhood (PK-3) and Early Childhood Intervention Specialist Dual License (2017)
- Bachelor of Science in Business Administration in Management (2019)
- Ohio Multi-Age (PK-12) Physical Education and Health License (2019)

### New graduate programs

- Graduate Certificate in Economics (2015)
- Graduate Certificate in English (2015)
- Graduate Certificate in Mathematics (2015)
- Graduate Certificate in Teaching of Literature (2015)
- Graduate Certificate in Aging Studies (2015)
- Graduate Certificate Instructional Communication (2015)
- Accelerated 4+1 Master of Art in Economics (2015)
- Accelerated 4+1 Master of Science in Mathematics (2015)
- Master of Accountancy (2016)
- Master of Athletic Training (2016)
- Graduate Certificate in Biological Sciences (2016)
- Master of Fine Arts in Interdisciplinary Visual Arts (2016)
- Post-Master's Certificate in Adult Gerontology Acute Care Nurse Practitioner (2016)
- Master of Science in Nursing Option for Adult Gerontology Acute Care Nurse Practitioner (2017)
- Health Information Certificate (2017)
- Accelerated 4+1 Master of Public Health (2017)
- Master of Public Health (online program) (2017)
- Accelerated 4+1 Master of Respiratory Care (2018)
- Master of Public Health Nutrition track (2018 approved, 2019 planned enrollment)
- 4 + 1 Master of Respiratory Care (2018)
- Master of Science in Applied Behavior Analysis (reactivated 2018)
- Teacher Leadership Endorsement Certificate (2019)
- Ph.D. in Health Services (2019)
- Master of Science in Health Sciences (2019)
- Master of Science in Education-Special Education, Intervention Specialist Mild Moderate (2019)
- Doctor of Nursing Practice (2020)
- Master of Science in Education-Curriculum and Instruction Specialization: Teacher Leader



(2020)

- Master of Science in Education-Curriculum and Instruction Specialization: STEM (2020)
- Master of Science in Education-Curriculum and Instruction Specialization: Math (2020)
- Homeland Security Certificate (2020)
- Data Analytics Certificate (2020)

### Discontinued Programs

- Discontinued Autism and Related Disabilities Certificate (2017)
- Discontinued Associate of Applied Science in Drafting and Design Technology (2018)
- Discontinued Bachelor of Arts in American Studies (2018)
- Discontinued Bachelor of Arts in Mathematics (2018)
- Discontinued Bachelor of Arts in Africana Studies (2018)
- Discontinued Bachelor of Arts in Art History (2018)
- Discontinued Associate of Applied Science in Medical Assisting (2019)
- Discontinued Bachelor of Applied Science in Consumer and Family Sciences (2019)

### Admission Suspended

- Master of Science in Education – Educational Technology (Officially suspended July 2015)
- Master of Science in Education: Early Childhood Education (Officially suspended March 2017)
- Master of Science in Education: Special Education General Option (Immediate Discontinuation March 2017)
- Master of Science in Nursing – School Nurse Option (Officially suspended July 2017)
- Master of Science in Nursing – Adult Gerontology – Clinical Nurse Specialist (Officially suspended July 2017)
- Master of Science in Education, Literacy (2019)

In support of Workforce Development, YSU is committed to cultivating and sustaining partnerships faculty, staff, students, and regional business, technological enterprises, industry, public, and non-profit organizations. The University is focused on building strong relationships with University faculty and the respective organizations' professional staff, leading to a broad and deep relationship amongst a variety of stakeholders, and creating significant and lasting Workforce Development opportunities for YSU students.

## **Status of strategies described in the 2018-2020 Retention, Persistence and Completion Plan**

Overall, the University successfully implemented strategies outlined in the 2018-2020 Retention, Persistence and Completion Plan, as described below.

**Strategy 1.** Develop an onboarding strategy including an intentional sequence of readiness experiences from the point of admission to the start of the first semester by identifying intentionally connected and carefully timed experiences and events that ensure ongoing and purposeful engagement with new students and parents.

In Summer 2018, YSU redesigned its new student Orientation program to ensure students have a variety of opportunities to engage with each other, their Orientation leader, academic advisors, and staff. YSU has also designed a parent program as part of Orientation, allowing YSU staff to share information of interest to parents. Following Orientation, Orientation leaders remain in contact with students throughout the summer, and meet them again at IGNITE, YSU's kick-off to the Fall semester. The new approach to new student intake has resulted in an increase in the percent of students who attended Orientation and who are still registered for classes on the 14<sup>th</sup> day of the fall term from 85.9% in 2017 to 93.8% in 2020.

**Strategy 2.** Build a first-year advising structure to facilitate the successful academic integration of all first-year students, ensuring that students have and know how to use four-year degree plans and the electronic degree audit tool, and developing a student success curriculum to strengthen student progress and increasing persistence.

In Fall 2020 YSU implemented holistic first-year advising for regularly admitted freshmen and transfer students entering with fewer than 30 credit hours by formally linking academic advising to a required first-semester success seminar. Regularly admitted students, i.e. students who are neither offered conditional admission nor accept admission to the Honors College, make up the majority of new first-year students who enroll at YSU (78% in Fall 2018). While the average HS GPA and ACT composite score of incoming regularly admitted students has continued to rise, first-to-second year retention has decreased from 75.7% for the Fall 2017 cohort to 71.8% for the 2018 cohort.

Success Seminar content focuses on helping students develop and maintain effective study plans, use information on course syllabi to monitor their performance in each class, apply principles of mindset theory to rise to challenges and/or overcome setbacks, know and understand standards for good academic standing and financial aid eligibility, know how to calculate a grade point average, and understand and follow their curriculum sheet, four-year plan, and know the academic progress requirements for their major.

The Success Seminar instructor also serves as the first-year advisor for students in their section, allowing students to extend learning in class to individual conversations with their advisor. Students also are guaranteed regular contact with their advisor throughout their first semester continuing into the second semester, which helps them build relationship and establish a sense of belonging.

**Strategy 3.** Utilize the advising structure to facilitate a comprehensive intervention strategy:

Seeing their first-year advisees in the Success Seminar twice each week facilitates timely intervention in the fall semester, and the relationship facilitates effective intervention all year since students are more likely to respond to outreach from someone they know and trust than from someone they have never met.

Beginning in Fall 2020, first year advisors will proactively intervene with students in the following ways:

- Respond to course-level alerts raised by faculty
- Inform students of account balances before registration is blocked and guide them to find solutions

- Check course registrations for errors and work with students to correct them
- Reach out to students who have not registered for the upcoming semester before they depart campus for winter or summer break
- Identify and reach out to students over winter break who need to make schedule adjustments based on final course grades
- Identify and reach out to students who, based on academic performance, are at risk for not reaching GPA and course-level milestones associated with their chosen major
- Encourage students to register for *CARD 1520: Exploring Majors and Careers* if appropriate (see Strategy 7 below).

**Strategy 4.** To help lower equity gaps, develop a comprehensive year-long program intentionally designed to foster the personal and academic transformation of students admitted with restrictions who often lack the cultural capital and “college know-how” necessary to understand, adapt to, and reach their potential within the university environment.

Beginning in Fall 2020, first-time students who did not meet the University’s criteria for regular admission were admitted into the Strong Start Program. The Strong Start Program is a yearlong, cohort-based program that provides academic and personal support to students through the following:

- A first-semester success seminar aimed at strengthening their study and time management skills, helping them adopt habits of mind that promote success, identifying and balancing competing priorities, and using campus resources
- A first-semester block-style learning community
- An academic advisor who also teaches their success seminar and meets regularly with them on an individual basis throughout the year, tracks their progress, assists in problem solving, and advises on course selection and registration
- An eight-week major and career exploration course in the spring semester

Components of Strong Start were introduced on a pilot basis for students conditionally admitted in Fall 2018 and Fall 2019. First-to-second year retention among Fall 2018 conditionally admitted students who participated in the pilot was 22% higher than for students who did not participate.

**Strategy 5.** Develop mentoring pathways for under-represented and under-resourced students to encourage engagement and support problem-solving.

YSU implemented The Penguin Ally Collective (PAC), a mentoring program for Black, Hispanic, and multi-racial students, in Fall 2019. Information and the invitation to participate were sent to 286 eligible incoming first-year students over the summer. Thirty-one (11%) students responded and were matched with an individual faculty or staff volunteer mentor, with whom they met regularly throughout the year. Students, along with their mentors, also participated in monthly group enrichment experiences. Although the number of participants was small, gains in retention among them are promising. 71% of participants were retained to year two, compared to 62% of their peers who did not participate.

**Strategy 6.** Improve success rates in gateway courses and lower-level courses with historically high D, F, and W

YSU has focused this strategy on gateway math courses, for several reasons: a number of students enroll in gateway math courses, D, F, and W rates in these courses have been high historically, and YSU is one of the state's institutions participating in *Ohio Strong Start to Finish*. YSU has used funds granted by Strong Start to Finish support development activities for math faculty, with a strong focus on improving co-requisite mathematics instruction. Partnering with the Center for Teaching and Learning and the Center for Student Progress, the Math Department conducted faculty workshops on growth mindset, integrating adaptive learning technology, study skills for math success, and pedagogies that encourage active learning and engagement.

Additionally, to better ensure students were adequately prepared to succeed in math, the Math Department revised math placement practices, now requiring students with an ACT math score below 27 to take the ALEKS placement test. Together, these strategies had a significant impact on success rates in gateway math courses (with the exception of MATH 1511C), as demonstrated below:

Percent D, F, W grades			
	Fall 2017	Fall 2018	Fall 2019
MATH 1500: Preparation for Algebra Placement	NA	NA	53.3%
MATH 1505: Intermediate Algebra with Applications	62.6%	80.7%	Eliminated
MATH 1510: College Algebra	40.5%	50.6%	31.7%
MATH 1510C: Co-requisite Support for College Algebra	50.5%	40.1%	36.8%
MATH 1511: Trigonometry	41.9%	49.4%	38.4%
MATH 1511C: Co-requisite Support for Trigonometry	NA	41.7%	67.6%
MATH 1513: Algebra with Transcendental Function	17%	28.3%	19.7%
MATH 1552: Applied Mathematics for Management	28.1%	25%	19.1%
MATH 1571: Calculus 1	27.2%	39%	29.6%
MATH 2623: Quantitative Reasoning	27.8%	25.5%	19.2%
MATH 2623C: Co-requisite Support for Quantitative Reasoning	9.7%	23%	10.2%

**Strategy 7.** Transition students who are not progressing in their intended major to Career and Academic Advising and change their major status to Exploring; offer an 8-week course to help students gain major and career clarity that can be offered in both the first and second of half of spring term.

*CARD 1520: Exploring Majors and Careers*, a 1-credit, 8-week course, designed to teach students who are exploring majors how to locate and use resources and information to make an informed decision about their academic path, was approved in Spring 2020 and will be offered for the first time in Spring 2021.

**Strategy 8.** Develop a comprehensive approach to student success based upon attributes of academic preparation, predictors of the likelihood of success in selected programs of study, and appropriate anticipatory triggers for institutional involvement in guiding students to degree completion and job placement.

This strategy incorporates the previous seven strategies into an integrated approach to student success. An enterprise-compatible degree audit system, Degree Works, is being installed and incrementally implemented Spring 2021. This required a review and update of all degree guides that not only assisted with this build/implementation, but also facilitated adviser and student interactions for the first-year student success seminar. Implementing Degree Works is also

accompanied by an enhanced compatibility with Transferology that will support transfer access and success at YSU.

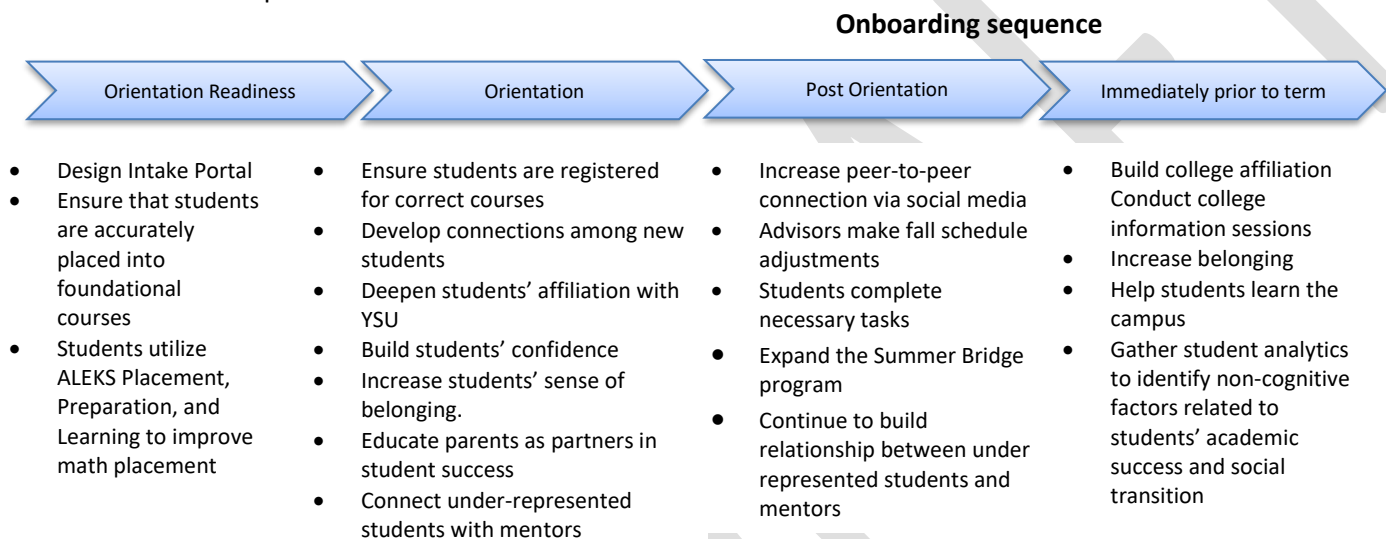
Implementing Degree Works is the foundation for installing and implementing another enterprise-compatible system, CRM Advise (SR-Advise). This student relationship enhancement technology seamlessly interacts with Degree Works and is available to the student, adviser, and, for various components, faculty advisers and course instructors. The build and implementation allows for a highly customized student-centric relationship with triggers, alerts, and highly specific interventions via multiple technology interfaces. A multi-faceted team is guiding implementation and it is anticipated SR-Advise will be implemented in a phased fashion beginning Fall 2021. Importantly, the Academic Senate Student Success Task Force will be involved at important milestone implementation and activation success points, and will make recommendations on policy adjustments to the appropriate Academic Senate committee, YSU office or division.

DRAFT

## Appendix A. Relationship of the 2018-2020 Plan to the 2020-2022 Plan

The following is an illustration provided in the 2018-2020 Plan that continues to be relevant to the 2020-2022 Plan. Many of the attributes are best-practices that will become better integrated into the student success strategy as the strategies associated with the 2020-2022 Plan are implemented and successfully achieved.

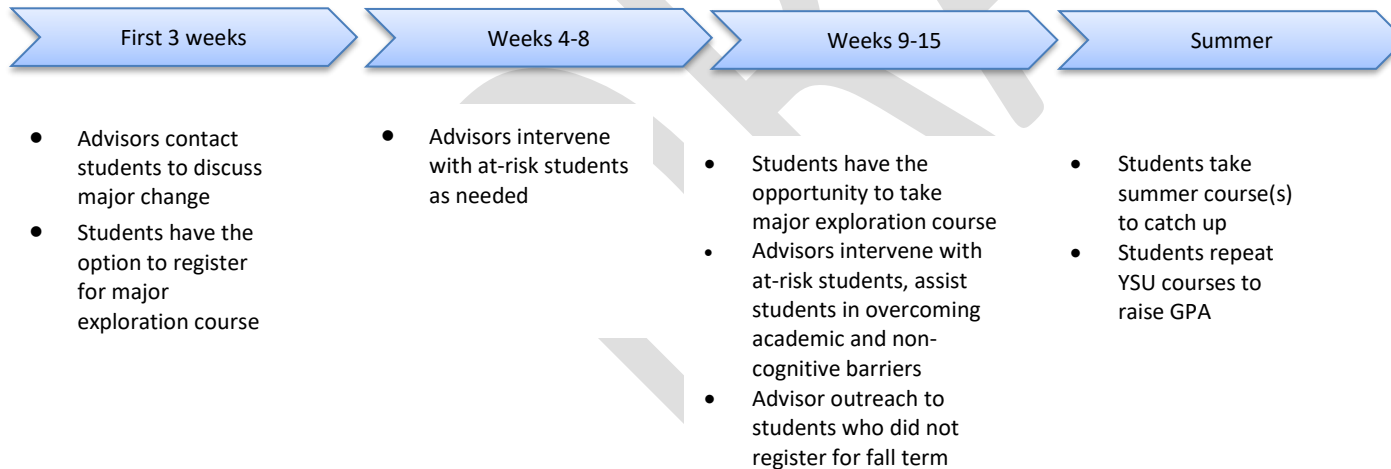
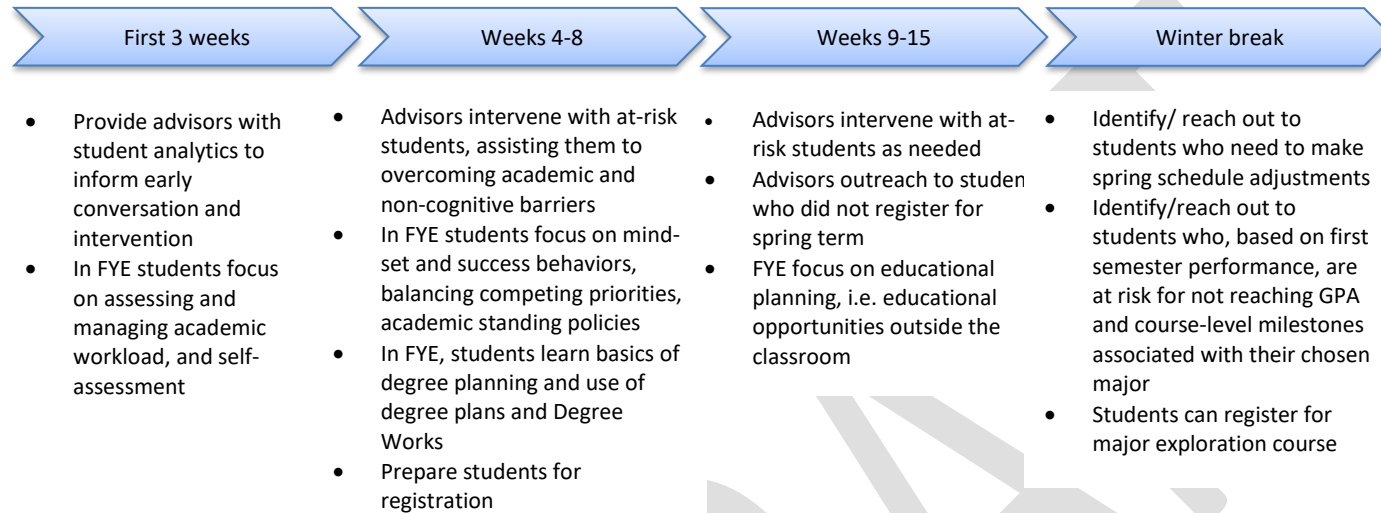
**Strategy 1. Develop an onboarding strategy** intentional sequence of readiness experiences from the point of admission to the start of the first semester by identifying five sequences of intentionally connected and carefully timed experiences and events that ensure ongoing and purposeful engagement with new students and parents.



**Strategy 2. Build a first-year advising structure** to facilitate the successful academic integration of all first-year students, ensuring that students have and know how to use four-year degree plans and the electronic degree audit tool, and developing a student success curriculum to strengthen student progress and increase persistence.

**Strategy 3.** Utilize a revised and enhanced advising structure to facilitate a **comprehensive intervention strategy**.

**First Semester**



**Strategy 4.** To help lower equity gaps, develop a comprehensive year-long program intentionally designed to **foster the personal and academic transformation of students admitted with restrictions** who often lack the cultural capital and “college know-how” necessary to understand, adapt to, and reach their potential within the university environment.

**Strategy 5.** In addition to a first-year advising structure, **develop mentoring pathways for under-represented and under-resourced** students to encourage engagement and support problem-solving.

**Strategy 6. Improve success rates in gateway courses and lower-level courses** with historically high D, F, and W rates by:

- Continuing to bring co-remediation in mathematics and English to scale;
- Developing alternate instructional delivery methods and learning environments for mathematics;
- Developing math pathways for students whose programs do not require algebra or calculus sequences;
- Increasing faculty use of Starfish Early Alert; and
- Developing cross-divisional teams to identify and coordinate pedagogical, advising, and academic support strategies.

**Strategy 7. Transition students who are not progressing in their intended major** to Career and Academic Advising and change their major status to Exploring; offer an 8-week course to help students gain major and career clarity that can be offered in both the first and second of half of spring term.

**Strategy 8. Develop a comprehensive approach to student success** based upon attributes of academic preparation, predictors of the likelihood of success in selected programs of study, and appropriate anticipatory triggers for institutional involvement in guiding students to degree completion and job placement.



## Appendix B. Relationship of this plan to *The Plan for Strategic Actions to Take Charge of Our Future*

Goals and strategies related to student success in *the Plan for Strategic Actions to Take Charge of Our Future* adopted by the YSU Board of Trustees in June, 2020. This Plan will be used to inform progress on the student success aspects of *The Plan*. The following three of eight GOALS are directly related to student success and many of the strategies associated with the following goals have been addressed in the narrative of this document. It is anticipated that the 2022-2024 Retention, Persistence and Completion Plan will be more obviously and directly aligned with these attributes of goals and strategic actions.

- Goal: Implement best practices that address student needs throughout the student life cycle to increase persistence, completion, and postgraduate success

### **Strategies**

- Ensure all students benefit from holistic, relational, developmental, and integrated academic advising
  - Develop and deploy comprehensive, integrated and proactive student intervention strategies
  - Enhance student experiences through implementation of specific initiatives designed to actively engage them in co-curricular and extra-curricular activities
  - Improve support and resources for students facing non-academic challenges
  - *Focus* on post-graduation planning across the student life cycle to reinforce the value of completion
- Goal: Develop a recruitment and enrollment strategy that aligns with a completion strategy

### **Strategies**

- Develop an integrated and comprehensive market and brand communication strategy to distinguish the value of the YSU degree
- Develop an enrollment cultivation strategy linked to the value proposition of earning a YSU degree for each program of study
- Expand and enhance outreach and engagement with students prior to enrollment
- Develop innovative approaches to increase enrollment and completion of under-represented students
- Develop and enhance partnerships and collaboration agreements with international universities

- Goal: Create frameworks to optimize student and postgraduate success

### **Strategies**

- Institute specific initiatives to help guide student success objectives and strategies: create the working group to implement the strategy
- Establish consultation and timely reporting expectations to inform the campus community about institutional progress related to student success
- Create timely reports and dashboards related to student progress
- Create a structure of feedback to assess the impact and influence of student success objectives and strategies



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

### **3356-7-50, Minors on Campus Policy/Background Checks**

This policy has been modified to provide guidance for residential students with minor children when those minor children are on campus in University facilities other than residence halls, to provide acceptable ratios of counselors for University programs designed for minor children participants, and to provide the review and retention process for adverse or unfavorable background information.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021**



**RESOLUTION TO MODIFY MINORS ON CAMPUS/BACKGROUND  
CHECKS, POLICY 3356-7-50**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Disposition of Residual Funds from External Grants and Contracts policy has been reviewed 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 Minors on Campus/Background Checks, policy number 3356-7-50, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-7-50 Minors on campus/background checks.**

Responsible Division/Office: [Student Experience](#)  
Responsible Officer: [Vice-President](#) for  
[Student Experience, Vice President for](#)  
[Academic Affairs/Provost, Associate Vice](#)  
[President for University Relations, Executive](#)  
[Director for Athletics](#)

Revision History: December 2014; [December 2020](#)

Board Committee: [Academic Excellence and](#)  
[Student Success](#)

Effective Date: [December 3, 2020](#) Next Review: [2025](#)

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Deleted: Human Resources

Deleted: Chief Human Resources Officer

Deleted: University Affairs

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- (A) Policy statement. Youngstown state university (“university”), as part of its educational mission, offers and participates in youth-oriented programs and allows minors to access the university and its facilities. The university is committed to ensuring a safe environment for minors and requires that all staff, volunteers, program participants and campus visitors hold themselves to the highest standards of conduct.
- (B) Purpose. To establish standards and requirements for university programs or activities involving minors and for minors accessing the university and its facilities.
- (C) Scope.
- (1) This policy applies to university programs and activities specifically designed for participation by minors and all participants, volunteers and employees, including student employees, who exercise direct supervision, chaperone, or otherwise oversee minors, in the course of their duties in these particular programs.

This policy does not apply to: enrolled or dually enrolled minor university students participating in normal class and academic settings; employees or volunteers at university events or single performances open to the general public; or employees or volunteers who may have incidental contact with minors but do not work directly with minors within a program or activity.

(2) This policy also applies to minors who are on campus as guests or as members of the general public. Refer to section (E)(6) below, “Minors on campus not participating in programs,” for procedures applicable to minors on campus generally.

(3) Minor children of residential students who reside on campus either full or part-time are expected to follow this policy when they are on campus in any facility other than the residential hall in which they reside. While inside the residence hall, the minor child and the student parent should defer to housing policies regarding having minor children in residence.

(4) A program or activity may impose additional requirements than those found in this policy.

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(5) This policy does not replace the requirements for reporting child abuse or neglect pursuant to the Revised Code or other statutory reporting requirements.

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(6) Except where required by law, background checks conducted pursuant to this policy will be used only for purposes consistent with this policy and will otherwise be kept confidential.

(D) Definitions.

(1) “Abuse or neglect of minors.” Infliction or threat of physical or mental injury, sexual abuse or exploitation, or neglect of a person under age 18 or of someone who is incapable of self-care because of a mental or physical disability.

(2) “Minor.” A participant in a program for minors who is under 18 years old or is incapable of self-care because of a mental or physical disability.

(3) “Programs for Minors.” An organized activity or event that is specifically designed for minor participants, is staffed by university employees and/or volunteers, and is offered by an academic or administrative unit of the university, whether on or off campus.

- (4) “University organization.” Any academic or administrative unit of the university unit staffed by university employees, including student employees, acting within the scope of their employment.
- (5) “Volunteer.” Any individual working in an unpaid capacity in a program for minors, including interns and practicum students; however, this does not include invited speakers or guests who do not oversee minor participation.
- (6) [“Direct Supervision”. Supervision, guidance or instruction of children in lieu of parent or guardian by campus employees or volunteers.](#)

(E) Procedures.

- (1) Standards of behavior. All programs must provide reasonable monitoring of employee, volunteer, and participant behavior and all program participants, staff, leaders, employees, associates and volunteers must refrain from and promptly address inappropriate behavior. Inappropriate behavior includes, but is not limited to:
  - (a) Abusive conduct of any kind;
  - (b) Possession, distribution, or use of alcohol, illegal drugs, fireworks, guns or other weapons or dangerous materials;
  - (c) Hazing, bullying;
  - (d) Theft, misuse or destruction of property;
  - (e) Accessing by or making available to a minor any sexually oriented materials.
- (2) [“Ratio of Counselors.” The university does not offer camp programming for participants under the age of 5. The ratio of counselors to program participants shall be based on the American Camping Association current guidelines which are available on the student experience website.](#)
- (3) Reporting requirements.

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(a) Any employee or volunteer who in the course of their duties witnesses abuse or neglect of a minor or has information that would lead a reasonable person to believe that a minor faces a substantial threat of such abuse or neglect, shall immediately contact the county children services agency and the Youngstown state university police department (330) 941-3527.

(b) The Youngstown state university police department shall ensure that the applicable county children’s services agency has been notified that a minor faces a substantial threat of such abuse or neglect and shall notify the appropriate municipal or county peace officer department, the office of general counsel and the office of human resources of such threat. The office of human resources will contact the director of the university program to ensure that the director has been notified of such threat.

(4) Training.

(a) Colleges and units of the university offering programs and activities specifically designed for participation by minors, regardless of whether supervision of minors is part of the program or activity, must ensure that employees and volunteers staffing the program or activity, annually complete applicable training provided by the office of human resources and keep records of such training.

Training content must include at a minimum child abuse awareness and prevention, and reporting obligations and procedures.

(b) In order to insure appropriate oversight in the event of staff shortages, departments offering programs or activities which include direct supervision of minors must insure that at least one professional staff undergo annual applicable training as described in paragraph (4)(a) above.

(5) Background checks. Background checks must be conducted on all employees and volunteers working with minors in programs and activities covered by this policy, as follows:

(a) Employees and volunteers in programs which do not involve overnight stays must have a bureau of criminal

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investigation (“BCI”) background check prior to working in a program for minors and once every four years thereafter.

- (b) Parental consent must be obtained for the background check of a minor age employee or volunteer.
- (c) Where required by Ohio law or where the employee or volunteer is engaged at a facility or in a program that involves the use of showering, changing or sleeping facilities, the background check shall include both a BCI and federal bureau of investigation (“FBI”) records check.
- (d) Employees and volunteers who have not lived in Ohio for five consecutive years must have a BCI and FBI background check.
- (e) Employees and volunteers who have any break in service for any time period must have a new BCI background check prior to rehire and an FBI criminal records check must be completed if the employee or volunteer lived in a state other than Ohio during the break in service.
- (f) Employees and volunteers must self-disclose to the program leader or administrator any felony or misdemeanor convictions or pleas of guilty or no contest (nolo contendere) that occur after hire or after being accepted as a volunteer within three days of pleading or being convicted.
- (g) Employees and volunteers must self-disclose any pending felony or misdemeanor charges to the program leader, college, or unit, prior to the time of or after hire or that are pending at the time of or after acceptance as a volunteer.
- (h) Programs or units may perform background checks more frequently at their discretion and must do so if required by law.



(i) BCI and FBI background checks will be forwarded to the director of the office or unit responsible for the program or activity.

(6) Background check review.

(a) Adverse or unfavorable information revealed through a background check or self-disclosure shall be reviewed by the university police department in coordination with the divisional administrator or designee. The review will be an individualized assessment in order to identify potential risk to minors.

(b) Following receipt of a background check by the director of the office or unit responsible for the program or activity and review with the university policy department, All background check forms and records, regardless of whether they contain adverse or unfavorable information, shall be provided to and maintained in the office of human resources. The office of human resources shall maintain these documents separate from personnel or student files and shall only disclose adverse information on a need to know basis or pursuant to legal requirements.

(7) Addressing reports of abuse or neglect.

(a) Investigation of allegations of child abuse, sexual abuse, or neglect will be addressed in accordance with the investigatory protocols of children services agencies, local law enforcement agencies, and/or the university.

(b) Upon receipt of an allegation and during the course of an investigation, the person against whom an allegation has been made may be removed from a program or activity and/or may have his/her contact with minors limited until such allegation has been satisfactorily investigated and resolved.

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- (8) Minors on campus not participating in programs. The university's campus and facilities are not generally an appropriate environment for minors unless they are matriculated students or enrolled in a university program specifically designed for their participation and are appropriately supervised by their parents, legal guardians or properly trained responsible adults (hereinafter collectively referred to as guardian). The following policies apply to any minor on campus who is not participating in a university program or as an enrolled or dually enrolled as a student:
- (a) No minor under the age of fourteen may be left alone on campus at any time for any reason.
  - (b) The university police department will be notified if a minor under the age of fourteen is left unattended on campus or at an athletic event or public program or event.
  - (c) A guardian must have line of sight supervision of the minor at all times.
  - (d) A guardian must assure that the minor is not disruptive to others and if the minor becomes disruptive, the guardian shall correct the situation.
  - (e) The university retains the right to require visitors who are unwilling or unable to exercise appropriate control over minors to leave university facilities.
  - (f) Minors age fourteen and above are held to the same standards of conduct that apply to all members of the university community.
  - (g) Minors may not accompany students to class unless specifically approved by the class instructor. This restriction does not apply to university programs involving campus visits by prospective students or university sponsored family or sibling programs.
  - (h) Unless authorized by the appropriate dean, or department head, or as part of a university program, a minor may not accompany a parent or guardian to work.

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- (i) Minors are restricted from access to safety sensitive areas such as laboratories and workshops, except as part of a university program or as a university student pursuant to an academic course or program.
- (j) Due to the potential health risks to others, children with communicable illnesses cannot be brought to campus.
- (k) Students, faculty or staff who have child care emergencies are advised to stay home or make alternative arrangements and not bring children to campus. No university space is to be used as an alternative to child care, including but not limited to libraries, classrooms, laboratories, residence halls, lounges, and restaurants or other public space.

(9) Departments, programs, and schools may impose additional limitations on the presence of minors.

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(F) Violation and accountability. Individuals, entities, programs or units that violate this policy will be held accountable for their actions under the applicable program's standards of behavior and expectations, university policies and rules, and applicable law including, but not limited to:

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(1) Volunteers are subject to reprimand or loss of volunteer status.

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(2) Students are subject to the code of student rights, responsibilities, and conduct.

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(3) Employees, including student employees, are subject to applicable disciplinary action up to and including termination.

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(4) Suspension or termination of the use of university facilities for a program or activity.

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**3356-7-50 Minors on campus/background checks.**

Responsible Division/Office: Student Experience  
Responsible Officer: Vice-President for Student Experience, Vice  
President for Academic Affairs/Provost, Associate  
Vice President for University Relations,  
Executive Director for Athletics  
Revision History: December 2014; December 2020  
Board Committee: Academic Excellence and  
Student Success  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. Youngstown state university (“university”), as part of its educational mission, offers and participates in youth-oriented programs and allows minors to access the university and its facilities. The university is committed to ensuring a safe environment for minors and requires that all staff, volunteers, program participants and campus visitors hold themselves to the highest standards of conduct.
- (B) Purpose. To establish standards and requirements for university programs or activities involving minors and for minors accessing the university and its facilities.
- (C) Scope.
- (1) This policy applies to university programs and activities specifically designed for participation by minors and all participants, volunteers and employees, including student employees, who exercise direct supervision, chaperone, or otherwise oversee minors, in the course of their duties in these particular programs.

This policy does not apply to: enrolled or dually enrolled minor university students participating in normal class and academic settings; employees or volunteers at university events or single performances open to the general public; or employees or volunteers who may have incidental contact with minors but do not work directly with minors within a program or activity.

- (2) This policy also applies to minors who are on campus as guests or as members of the general public. Refer to section (E)(6) below, “Minors on campus not participating in programs,” for procedures applicable to minors on campus generally.
  - (3) Minor children of residential students who reside on campus either full or part-time are expected to follow this policy when they are on campus in any facility other than the residential hall in which they reside. While inside the residence hall, the minor child and the student parent should defer to housing policies regarding having minor children in residence.
  - (4) A program or activity may impose additional requirements than those found in this policy.
  - (5) This policy does not replace the requirements for reporting child abuse or neglect pursuant to the Revised Code or other statutory reporting requirements.
  - (6) Except where required by law, background checks conducted pursuant to this policy will be used only for purposes consistent with this policy and will otherwise be kept confidential.
- (D) Definitions.
- (1) “Abuse or neglect of minors.” Infliction or threat of physical or mental injury, sexual abuse or exploitation, or neglect of a person under age 18 or of someone who is incapable of self-care because of a mental or physical disability.
  - (2) “Minor.” A participant in a program for minors who is under 18 years old or is incapable of self-care because of a mental or physical disability.
  - (3) “Programs for Minors.” An organized activity or event that is specifically designed for minor participants, is staffed by university employees and/or volunteers, and is offered by an academic or administrative unit of the university, whether on or off campus.

- (4) “University organization.” Any academic or administrative unit of the university unit staffed by university employees, including student employees, acting within the scope of their employment.
  - (5) “Volunteer.” Any individual working in an unpaid capacity in a program for minors, including interns and practicum students; however, this does not include invited speakers or guests who do not oversee minor participation.
  - (6) “Direct Supervision”. Supervision, guidance or instruction of children in lieu of parent or guardian by campus employees or volunteers.
- (E) Procedures.
- (1) Standards of behavior. All programs must provide reasonable monitoring of employee, volunteer, and participant behavior and all program participants, staff, leaders, employees, associates and volunteers must refrain from and promptly address inappropriate behavior. Inappropriate behavior includes, but is not limited to:
    - (a) Abusive conduct of any kind;
    - (b) Possession, distribution, or use of alcohol, illegal drugs, fireworks, guns or other weapons or dangerous materials;
    - (c) Hazing, bullying;
    - (d) Theft, misuse or destruction of property;
    - (e) Accessing by or making available to a minor any sexually oriented materials.
  - (2) “Ratio of Counselors.” The university does not offer camp programming for participants under the age of 5. The ratio of counselors to program participants shall be based on the American Camping Association current guidelines which are available on the [student experience](#) website.
  - (3) Reporting requirements.

- (a) Any employee or volunteer who in the course of their duties witnesses abuse or neglect of a minor or has information that would lead a reasonable person to believe that a minor faces a substantial threat of such abuse or neglect, shall immediately contact the county children services agency and the Youngstown state university police department (330) 941-3527.
  - (b) The Youngstown state university police department shall ensure that the applicable county children's services agency has been notified that a minor faces a substantial threat of such abuse or neglect and shall notify the appropriate municipal or county peace officer department, the office of general counsel and the office of human resources of such threat. The office of human resources will contact the director of the university program to ensure that the director has been notified of such threat.
- (4) Training.
  - (a) Colleges and units of the university offering programs and activities specifically designed for participation by minors, regardless of whether supervision of minors is part of the program or activity, must ensure that employees and volunteers staffing the program or activity, annually complete applicable training provided by the office of human resources and keep records of such training. Training content must include at a minimum child abuse awareness and prevention, and reporting obligations and procedures.
  - (b) In order to insure appropriate oversight in the event of staff shortages, departments offering programs or activities which include direct supervision of minors must insure that at least one professional staff undergo annual applicable training as described in paragraph (4)(a) above.
- (5) Background checks. Background checks must be conducted on all employees and volunteers working with minors in programs and activities covered by this policy, as follows:

- (a) Employees and volunteers in programs which do not involve overnight stays must have a bureau of criminal investigation (“BCI”) background check prior to working in a program for minors and once every four years thereafter.
- (b) Parental consent must be obtained for the background check of a minor age employee or volunteer.
- (c) Where required by Ohio law or where the employee or volunteer is engaged at a facility or in a program that involves the use of showering, changing or sleeping facilities, the background check shall include both a BCI and federal bureau of investigation (“FBI”) records check.
- (d) Employees and volunteers who have not lived in Ohio for five consecutive years must have a BCI and FBI background check.
- (e) Employees and volunteers who have any break in service for any time period must have a new BCI background check prior to rehire and an FBI criminal records check must be completed if the employee or volunteer lived in a state other than Ohio during the break in service.
- (f) Employees and volunteers must self-disclose to the program leader or administrator any felony or misdemeanor convictions or pleas of guilty or no contest (nolo contendere) that occur after hire or after being accepted as a volunteer within three days of pleading or being convicted.
- (g) Employees and volunteers must self-disclose any pending felony or misdemeanor charges to the program leader, college, or unit, prior to the time of or after hire or that are pending at the time of or after acceptance as a volunteer.
- (h) Programs or units may perform background checks more frequently at their discretion and must do so if required by law.



- (i) BCI and FBI background checks will be forwarded to the director of the office or unit responsible for the program or activity.
- (6) Background check review.
  - (a) Adverse or unfavorable information revealed through a background check or self-disclosure shall be reviewed by the university police department in coordination with the divisional administrator or designee. The review will be an individualized assessment in order to identify potential risk to minors.
  - (b) Following receipt of a background check by the director of the office or unit responsible for the program or activity and review with the university policy department, All background check forms and records, regardless of whether they contain adverse or unfavorable information, shall be provided to and maintained in the office of human resources. The office of human resources shall maintain these documents separate from personnel or student files and shall only disclose adverse information on a need to know basis or pursuant to legal requirements.
- (7) Addressing reports of abuse or neglect.
  - (a) Investigation of allegations of child abuse, sexual abuse, or neglect will be addressed in accordance with the investigatory protocols of children services agencies, local law enforcement agencies, and/or the university.
  - (b) Upon receipt of an allegation and during the course of an investigation, the person against whom an allegation has been made may be removed from a program or activity and/or may have his/her contact with minors limited until such allegation has been satisfactorily investigated and resolved.
- (8) Minors on campus not participating in programs. The university's campus and facilities are not generally an appropriate environment for minors unless they are matriculated students or enrolled in a

university program specifically designed for their participation and are appropriately supervised by their parents, legal guardians or properly trained responsible adults (hereinafter collectively referred to as guardian). The following policies apply to any minor on campus who is not participating in a university program or as an enrolled or dually enrolled as a student:

- (a) No minor under the age of fourteen may be left alone on campus at any time for any reason.
- (b) The university police department will be notified if a minor under the age of fourteen is left unattended on campus or at an athletic event or public program or event.
- (c) A guardian must have line of sight supervision of the minor at all times.
- (d) A guardian must assure that the minor is not disruptive to others and if the minor becomes disruptive, the guardian shall correct the situation.
- (e) The university retains the right to require visitors who are unwilling or unable to exercise appropriate control over minors to leave university facilities.
- (f) Minors age fourteen and above are held to the same standards of conduct that apply to all members of the university community.
- (g) Minors may not accompany students to class unless specifically approved by the class instructor. This restriction does not apply to university programs involving campus visits by prospective students or university sponsored family or sibling programs.
- (h) Unless authorized by the appropriate dean, or department head, or as part of a university program, a minor may not accompany a parent or guardian to work.
- (i) Minors are restricted from access to safety sensitive areas such as laboratories and workshops, except as part of a

university program or as a university student pursuant to an academic course or program.

- (j) Due to the potential health risks to others, children with communicable illnesses cannot be brought to campus.
  - (k) Students, faculty or staff who have child care emergencies are advised to stay home or make alternative arrangements and not bring children to campus. No university space is to be used as an alternative to child care, including but not limited to libraries, classrooms, laboratories, residence halls, lounges, and restaurants or other public space.
- (9) Departments, programs, and schools may impose additional limitations on the presence of minors.
- (F) Violation and accountability. Individuals, entities, programs or units that violate this policy will be held accountable for their actions under the applicable program standards of behavior and expectations, university policies and rules, and applicable law including, but not limited to:
- (1) Volunteers are subject to reprimand or loss of volunteer status.
  - (2) Students are subject to the code of student rights, responsibilities, and conduct.
  - (3) Employees, including student employees, are subject to applicable disciplinary action up to and including termination.
  - (4) Suspension or termination of the use of university facilities for a program or activity.



**RESOLUTION TO APPROVE  
UNIVERSITY REMEDIATION REPORT  
FOR YOUNGSTOWN STATE UNIVERSITY**

**WHEREAS**, Youngstown State University is a state-funded university in the state of Ohio;  
and

**WHEREAS**, Section 3345.062 of the Ohio Revised Code requires the president of each state university to issue a report by December 31, 2017, and each thirty-first day of December thereafter, regarding the remediation of students; and

**WHEREAS**, each president is also required to submit the remediation report to his or her Board of Trustees for acceptance; and

**WHEREAS**, the Ohio Department of Higher Education (ODHE) provided a reporting template to collect and submit the necessary information as required by law; and

**WHEREAS**, Youngstown State University completed the report for FY 20 as required by the Ohio Department of Higher Education;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve Youngstown State University's Remediation Report to be submitted to the Chancellor of the Ohio Department of Higher Education and the Superintendent of Public Instruction by December 31, 2020.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

# 2020 University Remediation Report

Name of University: YOUNGSTOWN STATE UNIVERSITY

Ohio Revised Code Section 3345.062 requires the president of each state university to issue a report by December 31, 2018, and each thirty-first day of December thereafter, regarding the remediation of students. The report must include the following areas:

**1. The number of enrolled students that require remedial education (FY20 actual).**

Number of Students	Description (if needed)
528	Of the 10,451 undergraduate degree-seeking students who were enrolled at any point during the Summer 2019, Fall 2019, and Spring 2020 terms, a total of 2,446 students were placed into at least one developmental course in either composition, mathematics, or reading and study skills. Of those students, 528 took at least one remedial course during that period. (Note: YSU has developed required math pathways based on major.) Therefore, requirements for remedial instruction in math may change for students who change their major.
	YSU added the following to understand how this impacts new students.
319	Of the 2,711 new (first-time and transfer) undergraduate degree-seeking students who were enrolled at any point during the Summer 2019, Fall 2019, and Spring 2020 terms, a total of 664 students were placed into at least one developmental course in either composition, mathematics, or reading and study skills. Of those students, 319 took at least one remedial course during that period. (Note: YSU has developed required math pathways based on major.) Therefore, requirements for remedial instruction in math may change for students who change their major.

**2. The cost of remedial coursework that the state university provides (FY20 actual).**

Please select the type of cost in the following areas and describe.

- Costs to the university: Please include a description of all university resources allocated in support of and/or on behalf of remedial education, including but not limited to costs associated with the following: faculty & staff, buildings/classrooms, administration, and additional student advising, among others.
- Costs to the student: Please include a description of tuition paid by students in pursuit of remedial education.
- Costs to the state: Please include a description of state resources provided to your institution in support of remedial education. (See Appendix A containing this information for all state universities.)

Cost Type	Amount	Description
Costs to the university	\$224,400	Includes help centers (Writing Center, Math Assistance Center, Center for Student Progress, Testing Center), faculty and classrooms at \$425 per student (given FY17 cost per student).
Costs to the student	\$546,480	Includes total credit hours multiplied by cost per credit hour for all students taking a course designated as remedial at \$1,035 per student (given FY17 cost per student).
Costs to the state	\$147,460	Sum of SSI for Completed and At-Risk FTE as interpolated from last year's 2019 Report (\$208,064 associated with 745 students in 1. item1).

## 2020 University Remediation Report

Name of University:

YOUNGSTOWN STATE UNIVERSITY

Ohio Revised Code Section 3345.062 requires the president of each state university to issue a report by December 31, 2018, and each thirty-first day of December thereafter, regarding the remediation of students. The report must include the following areas:

### 3. The specific areas of remediation provided by the university.

Subject Area	Description
English Composition	The University provides two remedial writing courses that do not count toward the graduation requirement in composition: ENG 1509: Academic English for Non-native Speakers is a three-credit course that helps students develop writing and reading comprehension skills in English. The course is open to students on the basis of the placement process. Must be taken until a grade of C or better is achieved. ENG 1541: Introduction to College Writing is a three-credit course that provides Intensive individualized instruction in written communication and college-level reading practices; it is open to students based on their ACT English score, SAT score, or proficiency as demonstrated by their YSU Composition and Reading Placement Test results. Students who place into English 1541 will move on to English 1549.
Mathematics	The University provides one stand-alone remedial course in mathematics that does not count toward the degree. Placement is based upon students' Math ACT score, Math SAT score, or proficiency as demonstrated by their score on an ALEKS placement assessment. MATH 1500: Mathematics Preparation for Algebra Placement is a two-credit hour course intended to prepare STEM and business majors for their college-level mathematics requirement through time spent remediating in the ALEKS product. Students who place into remedial math but who wish to fulfill their mathematics graduation requirement may enroll in designated sections of non-remedial math to which additional hours of remedial instruction are added, if their placement permits. These include: MATH 1510: College Algebra and MATH 1510C: Co-requisite Support for College Algebra; MATH 1511: Trigonometry and MATH 1511C: Co-requisite Support for Trigonometry; MATH 2623: Quantitative Reasoning and MATH 2623C: Co-requisite Support for Quantitative Reasoning, MATH 2651: Mathematics for Early Childhood Teachers 1 and MATH 2651C: Co-requisite Support for Mathematics for Early Childhood Teachers 1; STAT 2625: Statistical Literacy and Critical Reasoning and STAT 2625C: Co-requisite Support for Statistical Literacy and Critical Reasoning. These co-requisite courses have greatly reduced the number of students taking stand-alone remedial mathematics courses at YSU.
Reading and Study Skills	The University provides three three-credit hour instructional options for students who, based upon their high school GPA and their ACT Reading score or proficiency as demonstrated by their ACCUPLACER reading test score, to determine if the student requires remediation in reading and study skills. RSS 1510A: Advanced College Success Skills is designed to develop students' skills essential for college studying; the primary focus is improving the comprehension and retention of information in college textbooks, and from lecture and laboratory materials.

### 4. Causes for remediation.

Please select all that are relevant from the following categories and provide detail.

- Lack of student preparation at the K-12 level
- Prescriptive placement policies (over reliance on a single assessment measure)
- Deferred entry into higher education (adult students returning to higher education)
- Other (any other cause identified by the university)

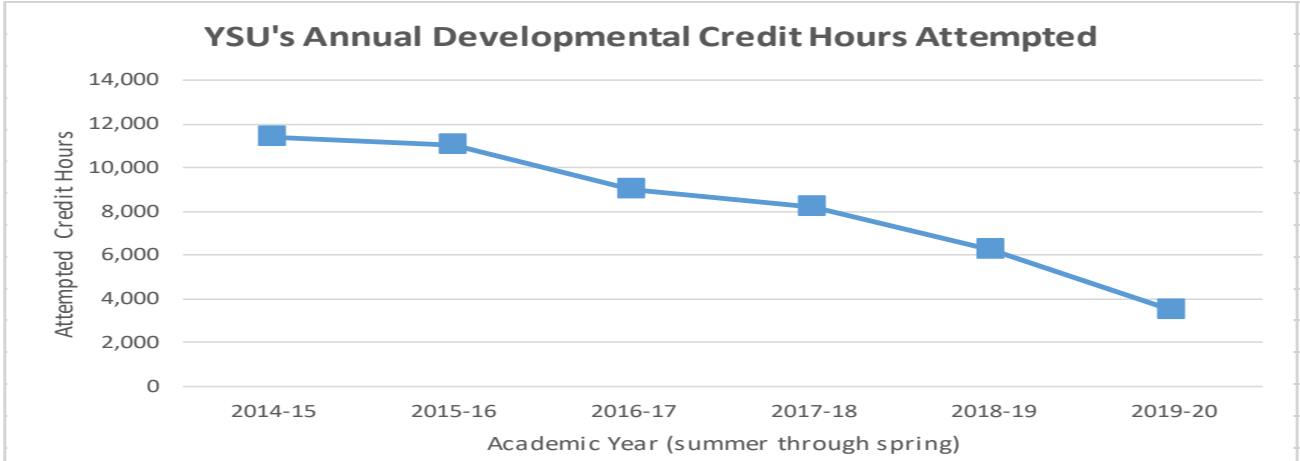
Cause	Description
Lack of student preparation	<i>Consistent with the 2017 report</i> , 9,086 students enrolled for one or more terms between Summer 2019 and Spring 2020 were 25 years of age or younger. 2,212 (24.4%) required remedial instruction in at least one subject area. These students account for 90.4% of all undergraduate students who required remedial instruction during these terms.
Deferred entry	<i>Consistent with the 2017 report</i> , 1,365 students enrolled for one or more terms between Summer 2019 and Spring 2020 were over the age of 25. 234 (17.1%) required remedial instruction in at least one subject area. These students account for 9.6% of all undergraduate students who required remedial instruction during these terms.
YSU added the following to understand how this impacts new students	
Lack of student preparation	2,504 New students enrolled for one or more terms between Summer 2019 and Spring 2020 were 25 years of age or younger. 632 (25.2%) required remedial instruction in at least one subject area. These students account for 95.2% of all new students who required remedial instruction during these terms.
Deferred entry	207 New students enrolled for one or more terms between Summer 2019 and Spring 2020 were over the age of 25. 32 (15.5%) required remedial instruction in at least one subject area. These students account for 4.8% of all new students who required remedial instruction during these terms.

# 2020 University Remediation Report

Name of University:

YOUNGSTOWN STATE UNIVERSITY

Ohio Revised Code Section 3345.062 requires the president of each state university to issue a report by December 31, 2018, and each thirty-first day of December thereafter, regarding the remediation of students. The report must include the following areas:

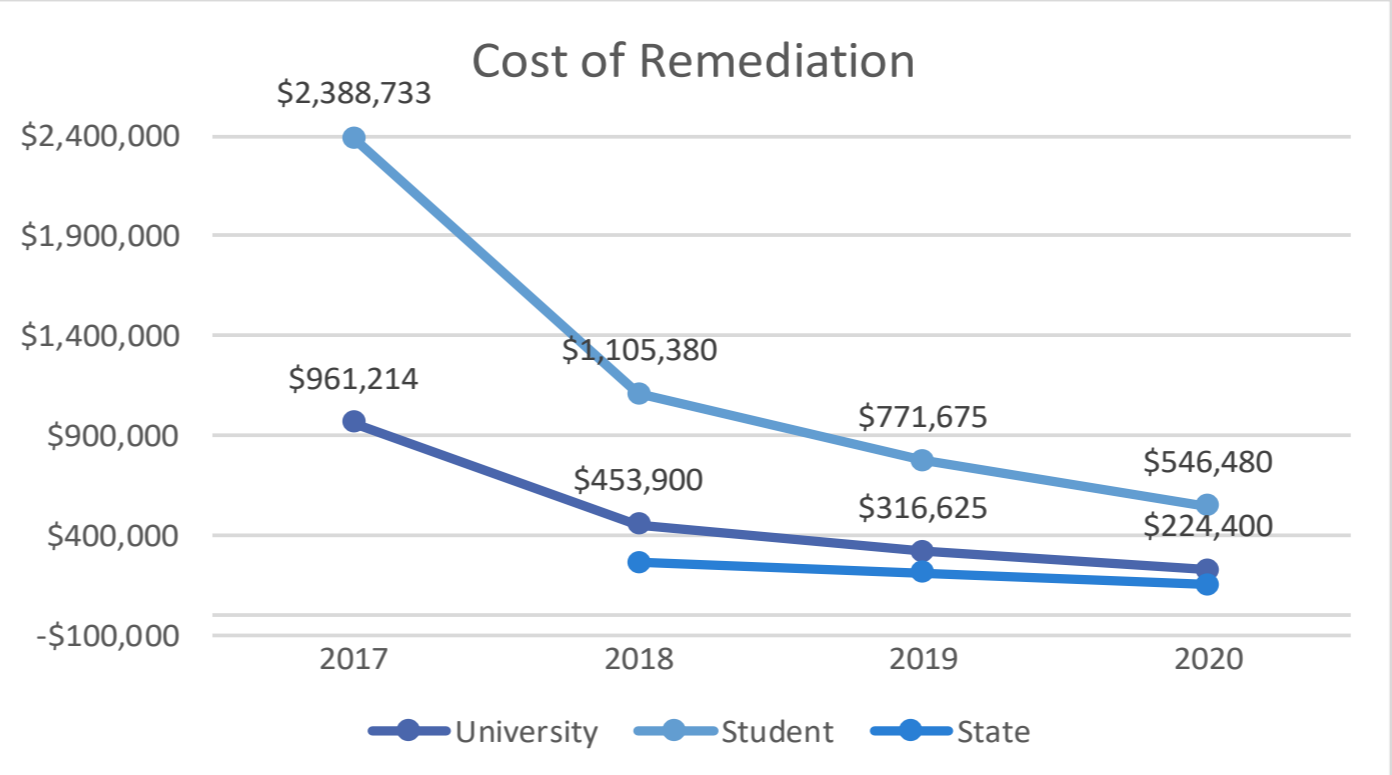
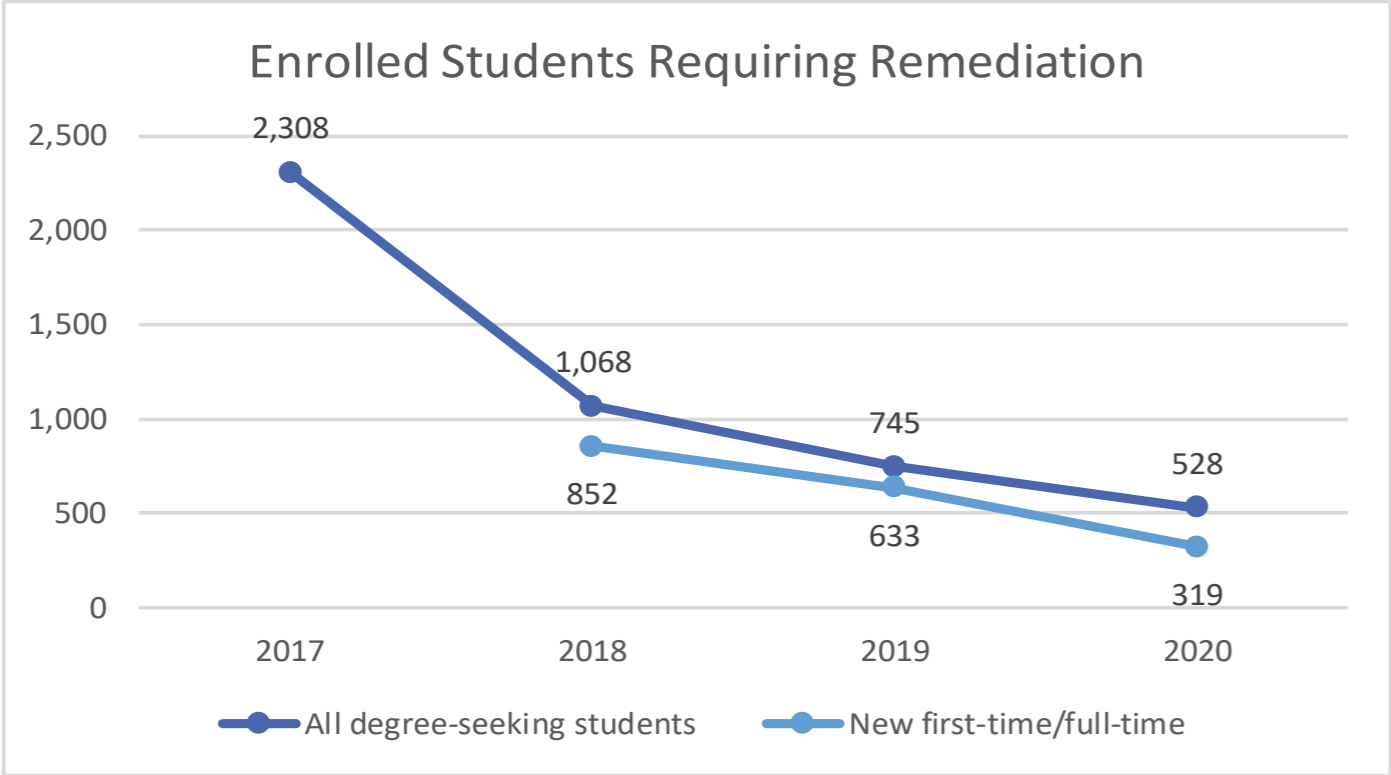


One-Year Difference (#)			Five-Year Difference (#)		
2018-19	6,222		2014-15	11,367	
2019-20	3,443	-2,779	2019-20	3,443	-7,924

Source: YSU's course enrollment data reported via HEI to ODHE.

Annual Developmental Credit Hours Attempted						
	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Developmental</b>	11,367	11,032	9,009	8,217	6,222	3,443

Source: YSU's course enrollment data reported via HEI to ODHE.



## **Academic Program Enhancement and Effectiveness Initiative Update Program Portfolio Assessment Workshop**

On October 29-30, Youngstown State University conducted a virtual two-day Program Assessment Workshop to evaluate the University's current and potential new academic programs. The offices of Academic Affairs and Institutional Effectiveness collaborated with Gray Associates to create this workshop as an initial step in the Academic Program Enhancement and Effectiveness Initiative. The workshop was an important step in an assessment process that began in late 2019 and will culminate in recommendations to the Board in June 2021.

YSU engaged Gray Associates to assist us in the assessment by using its market data on student demand, employment, and competition in the markets we serve. Gray Associates has also worked with YSU to model the revenue, instructional cost, and margins for our academic programs, courses, and class sections.

### **Shared Governance**

All of the academic leadership participated in the workshop including the Office of Academic Affairs, deans, chairs, and senators and members of the executive committee of the Academic Senate.

### **Workshop Goals**

The goal of the workshop was to combine the Gray Associates data with the knowledge, disciplinary expertise, and judgement provided by YSU academic leadership. The workshop enabled us to begin to understand, discuss, and integrate the data on market opportunity, workforce requirements, and financial contribution so we can better assess the health of each current and potential program. The Plan for Strategic Actions to Take Charge of Our Future and the priorities it has set for the institution were referenced throughout the discussions.

The workshop's first day considered market opportunities for possible new programs. The second day focused on an assessment of YSU's current portfolio of 147 majors/degrees from both market and economic perspectives. The market assessment considered student demand, employment, competition, and alignment with degrees offered. The economic assessment considered gross revenue, discounts, net revenue, instructional costs, and contribution margin.

### **Preliminary Findings**

The outcomes of the two-day workshop were described as "preliminary findings" as it is imagined that much additional consultation will occur to create preliminary—and then final—recommendations. At this point in time, all current academic programs were described using the following categories: Grow, Sustain, Adjust, and Further Review. It is expected that these designations will become more action-oriented as the consultations continue.

Consistent with its normal practice, Gray Associates facilitated the sessions but did not make program recommendations during or after the workshop. Instead, the workshop's preliminary findings will flow through campus shared governance processes that will assure continued



engagement of the deans and chairs. Faculty members will become actively involved during this continued engagement, and Academic Senate will be included in all appropriate ways throughout the academic year. As has been the case since this initiative began, updates will be provided at each meeting of the Academic Senate. In addition, the Board of Trustees will be updated at each of its upcoming meetings.

Continuing this work over this academic year will help assure YSU's academic program portfolio aligns with its mission, vision, and values and contributes to academic vibrancy and regional vitality.

# Cognitive Science Undergraduate Rubric, 100-Mile Market

# GRAY ASSOCIATES

CIP: 30.2501 Cognitive Science    Market: 100-Mile Radius    Modify: All    Award Level: Associate...    Current Programs    Export to PNG

97 Percentile    30.2501 Cognitive Science [ 25 Score ]

Student Demand [ 10 Score ]

CatEg[<']	Pctl	Criterion	VQU	Score
91 Pctl	0	Inquiry Volume (12 Months)	0	0
	4	Faculty Volume (12 Months)	4AU	1
	NA	Google Scholar (3 Months)	NA	NS
	88	Online Completion at 100% (12 Months)	●●	1
	0	Online Completion by 114 Months (12 Months)	●	0
	64	Sum of Online Completion	64	4
	0	Faculty Volume YoY Change (Unb)	0	0
	NA	Google Scholar YoY Change (Units)	NA	NS
	17	Online Volume YoY Change (Units)	17	2
	NA	Faculty Volume YoY Change (%)	NA	NS
83	Google Scholar YoY Change (%)	83	2	

Employment [ 3 Score ]

Category	Pctl	Criterion	Value	Score
85 Pctl	65	Job Postings (12 Months)	73	●●
	49	9ths Employment	91	●
	NA	81.5% Annual Job Openings	11	●
	117	81.5% of Faculty & Met11	117	0
	10	81.5% of Graduate Openings	10	0
	82	81.5-Year Historical	82	●
	13%	81.5-Year Historical (CAGA)	13%	2
	0.5%	81.5-Year Historical (CAGR)	0.5%	NS
	1.1	Job Postings per Graduate	1.1	●
	0.2	BLS Job Openings per Graduate	0.2	●
80	BLS 10th Percentile Wage	\$47,565	5	
72	BLS 81st Percentile Wage	\$15,411	NS	
82	NW1 ACS WJols (A) < 30	\$42,787	1	
92	NW1 ACS YlagH (A) 30-60	\$132,616	5	
00	NW1 ACS with Master's Degree	0%	NS	
91	NW1 ACS with Post-Grad Degree	30%	NS	
00	NW1 ACS with Undergrad Degree	0%	NS	
0	NW1 ACS with High School Diploma	0%	NS	

Degree Fit [ 0 Score ]

Category	Pctl	Criterion	Value	Score
0 Score	NA	Cost Index	NA	NS
	NA	Student to Faculty Index	NA	NS

National Completions by Level (0 Score)

Award Level	Completions (National)	Completions (Market)	InqUMS (Market)
Associate	●●●	●●●	NA
Bachelor	●●●	●●●	NA
Master's	●●●	●●●	481
Doctoral	●●●	●●●	991
Unknown	0%	0%	NA

Competitive Intensity [ 12 Score ]

Category	Pctl	Criterion	Value	Score
97 Pctl	2	Carroll Index	2	0
	0	Online Institutions 1-10	0	NS
	0	Online Institutions 11-20	0	2
	0	Online Institutions 21-30	0	2
	32	Average Completion Rate (12 Months)	32	2
	32	Median Completion Rate (12 Months)	32	4
	3	YoY Online Program Change (Units)	3	3
	97	YoY Online Program Change (%)	97	2
	0	Online 94 or Higher	0	NS
	0	Online 90 or Higher	0	NS
NA	Average Cost Per Credit Hour	NA	NS	
NA	Google Scholar CAGR	NA	NS	
NA	Google Competition Index	NA	NS	

CIP Description

A program that focuses on the study of the mind and the nature of intelligent behavior. It includes interdisciplinary perspectives of cognitive science, philosophy, mathematics, psychology, neuroscience, and health disciplines. It includes instruction in mathematics and logic, cognitive process modeling, dynamic systems, learning theories, brain and cognition, neural networks, perception and behavior.

National Workforce Educational Attainment (0 Score)

Award Level	BLS Educational Attainment
Associate	●●●
Bachelor	●●●
Master's	27%
Doctoral	14%

Percentile	0	20	50	70	90	95	98	100
Overall Score	10	20	30	40	50	60	70	80

\*\* Color Scale in Reverse

\* Google Scholar CAGR - Online Job Postings Index  
 \*\* Color Scale in Reverse  
 NA - Not Available  
 NS - Not Significant  
 2vr - Average of 2 years  
 PCTL - Percentile

**Academic Excellence  
and  
Student Success**

**Background  
Agenda**



**BOARD OF TRUSTEES  
ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE**

**James E. “Ted” Roberts, Chair  
Allen L. Ryan, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
Wednesday, December 2, 2020**

- 1. Higher Learning Commission Report** **Tab 1**  
A copy of the YSU Graduation Persistence Response, which was submitted to the Higher Learning Commission on September 25, 2020, is attached.
- 2. Office of Research Services Quarterly Report** **Tab 2**  
The First Quarter Report from the Office of Research Services is presented for the Board of Trustees’ information.
- 3. Current Accreditation Activity** **Tab 3**  
The report on accreditation activity shows recent accreditations and upcoming site visits and documents submitted.
- 4. Academic Programs Update** **Tab 4**  
The report outlines new program development.
- 5. Tenure List** **Tab 5**  
A list of faculty members who were awarded tenure to take effect in the 2021-2022 academic year is attached.

## **Higher Learning Commission (HLC) Nonfinancial Data Request**

**September 25, 2020**

On August 17, 2020, YSU received a request from HLC following review of the institution's nonfinancial data submitted in the 2020 Institutional Update. YSU's data triggered HLC Indicator 6—Weak Graduation/Persistence Rate (number of full-time equivalent undergraduate students divided by undergraduate degrees awarded placing the institution in the bottom five percent of the institution's peers).

YSU was asked to provide the following information:

- Fall-to-fall retention by student population
- An explanation of the retention/completion data

YSU provided the following response to HLC on September 25, 2020. In addition to noting YSU's ongoing responsibility to submit a Completion and Retention Plan through its Board of Trustees to the Chancellor of the Ohio Department of Education every two years, the response outlined multiple institutional initiatives intended to enhance graduation and persistence rates including: participation in the Ohio Strong Start to Finish grant, implementation of student success seminars in Fall 2020, staged implementation of a new degree audit system, and the expected implementation of CRM Advise in Fall 2021.

**Youngstown State University**  
**Graduation/Persistence Rates Compared to Peers**  
**Report**  
**September 25, 2020**

Youngstown State University is responding to HLC’s recent inquiry about weak graduation/persistence rates compared to peers. YSU has focused on this issue for many years and has, is, and will continue to implement targeted strategies designed to enhance student retention, progress, persistence, and completion. In fact, like every state institution, YSU submits a Completion and Retention Plan through the Board of Trustees to the Chancellor of the Ohio Department of Education every two years. YSU has diligently followed those plans, and there is progress.

Based on the HLC formula for undergraduate FTE (FT HDC + 1/3 PT HDC) of IPEDS Fall Enrollment, over the last few years the undergraduate FTE (fall term) has increased until Fall 2019 and Fall 2020:

Fall 2014	9,360.33
Fall 2015	9,023.33
Fall 2016	9,127.67
Fall 2017	9,111.67
Fall 2018	9,292.89
Fall 2019	8,952.62

For the same academic years, the number of baccalaureate degrees awarded hit some noteworthy high points:

<b>2014-15</b>	<b>1,682</b>
2015-16	1,632
<b>2016-17</b>	<b>1,730</b>
2017-18	1,608
2018-19	1,615
2019-20	1,746

The largest number of baccalaureate degrees ever awarded at YSU occurred in 1971-1972. YSU hit high marks for degrees awarded in the period between 2014-2019. In 2014-2015, for example, YSU awarded 1,682 baccalaureate degrees, the largest number of baccalaureate degrees awarded since 1973. And in 2016-2017, YSU awarded 1,730 baccalaureate degrees, the second largest number of baccalaureate degrees awarded since YSU became a state institution.

The largest number of degrees awarded in YSU's history since 1971-72 (1,746 degree) were awarded in 2019-20.

YSU associate degrees are on the decline:

2014-15	202
2015-16	185
2016-17	166
2017-18	133
2018-19	147
2019-20	125

Calculating the HLC FTE UG/degrees for the past four years produces the following results:

Fall 2014	$9,360.33 / (1,682 + 202) = 4.97$
Fall 2015	$9,023.33 / (1,632 + 185) = 4.97$
Fall 2016	$9,127.67 / (1,730 + 166) = 4.81$
Fall 2017	$9,111.67 / (1,608 + 133) = 5.23$
Fall 2018	$9,292.89 / (1,615 + 147) = 5.27$
Fall 2019	$8,952.62 / (1,746 + 123) = 4.78$

The number of baccalaureate degrees awarded in 2017-18 reflects the aftermath of having such a significant number of degrees awarded the previous year in concert with an increase in undergraduate FTE. Had YSU not experienced its second highest number of baccalaureate degrees awarded in its history as a state institution, it is reasonable to expect that the FTE UG/degrees value would have fallen at or below the 5.18 cut-off. In fact, for four of the six illustrated years, YSU fell below the 5.18 cut-off.

YSU recognizes that graduation/persistence rates are of critical importance to the well-being of the institution and from an accountability perspective. An increased focus on recruitment during the time periods reflected in this response have generated stronger incoming freshman classes. Each year, the average grade point average (GPA) of the incoming class has risen. For the same years the ACT composite score has increased slightly. Although they are not a guarantee, these average scores are a good predictor of persistence and retention, and it is expected that the persistence and retention rates of those classes will exceed previous years.

However, YSU has every intention to enhance the success of each student to the greatest extent possible. Thus, YSU has undertaken multiple other initiatives to boost retention and persistence even further. For instance, YSU is partnering with the Ohio Department of Higher Education (ODHE) with its state of Ohio Strong Start to Finish grant, which focuses on increasing the number of freshmen completing gateway math and English courses by the end of their first academic year. Best practice research indicates that these co-requisite courses offer a promising model for guiding students through courses that typically delay students in their progress toward graduation. Initial results are promising and have produced some adjustments for placing students in various levels of mathematics.

YSU's new strategic plan focuses heavily on academic excellence and student success. The new strategic plan replaces the expiring 2020 strategic plan and has a more student-centric focus with retention and graduation rates as metrics. For more information, see:

<https://ysu.edu/strategicplanning>

Implementation of student success seminars represents one of the most promising actions taken at YSU to promote retention and persistence. In Fall 2020, the YSU Office of Academic Affairs and the Division of Institutional Effectiveness and Student Success in collaboration with the YSU Academic Senate that will be further guided by the Student Success committee implemented a required ten-week first semester student success seminar for all first-time freshmen and first-year transfer students.

The strategies for the student success seminar include:

- Ensure all students benefit from a holistic, relational, developmental, and integrated model for student success
- Develop and deploy comprehensive, integrated, and proactive student intervention strategies
- Enhance student experiences through implementation of specific initiatives designed to actively engage students in co-curricular and extra-curricular activities

In the student success seminar, students learn what is expected of them as college students, skills needed to successfully manage their academic workload, habits of mind that promote resilience, and to be responsible advisees who understand and can use degree planning and progression tools. Students are also given opportunities to participate in a range of co-curricular activities, encourage their curiosity, promote their active engagement in all YSU has to offer, and enrich their experience. YSU expects these student success seminars to positively impact student retention and persistence. This is a transformational step for YSU. Incoming students will now have a success instructor in classes with a student-to-instructor ratio in the range of 20-60:1. As the existing college academic advisers will not be responsible for the incoming students, they will be able to focus on sophomores, juniors, and seniors, who are a significant loss to the institution based upon our fall-to-fall analytics. The planned collateral impact of this shift is that the student-to-adviser ratio for college-level advising will decrease significantly. In addition, colleges will develop targeted persistence, progress, and completion strategies for these students at a higher rank.

In addition, YSU has taken some important foundational steps to support student success. A new degree audit system is being incrementally implemented beginning Spring 2021. Concurrently, degree maps are being revised as appropriate. This is setting the stage for the implementation of CRM Advise in Fall-2021, a student success platform that will facilitate a real-time picture of student success, facilitate holistic advising, as well as create the opportunity for various alerts to occur and student success steps or interventions to be triggered. This represents a significant investment by YSU in student success and is involving every constituency at YSU.



Finally, although this report relates to retention and persistence, it is important to point out that the graduation rate has increased from 34% (for the 2008 cohort) to 40% (for the 2013 entering cohort) and is likely to be around 45% for the 2014 cohort. This increase represents an 11% improvement over six years. YSU understands there is still room for improvement, particularly in reducing the achievement gap. This gap is why we have submitted and will eventually be the recipients of a federal TRIO student success grant, have implemented an initiative particularly focused on the success of undetermined/conditionally-admitted students, and hired an assistant provost for diversity, equity, and inclusion to assist the institution to be more inclusive and to help create a classroom environment in collaboration with institutional leadership and the Institute of Teaching and Learning that addresses equity and inclusion.

The requested YSU fall-to-fall retention data is attached.

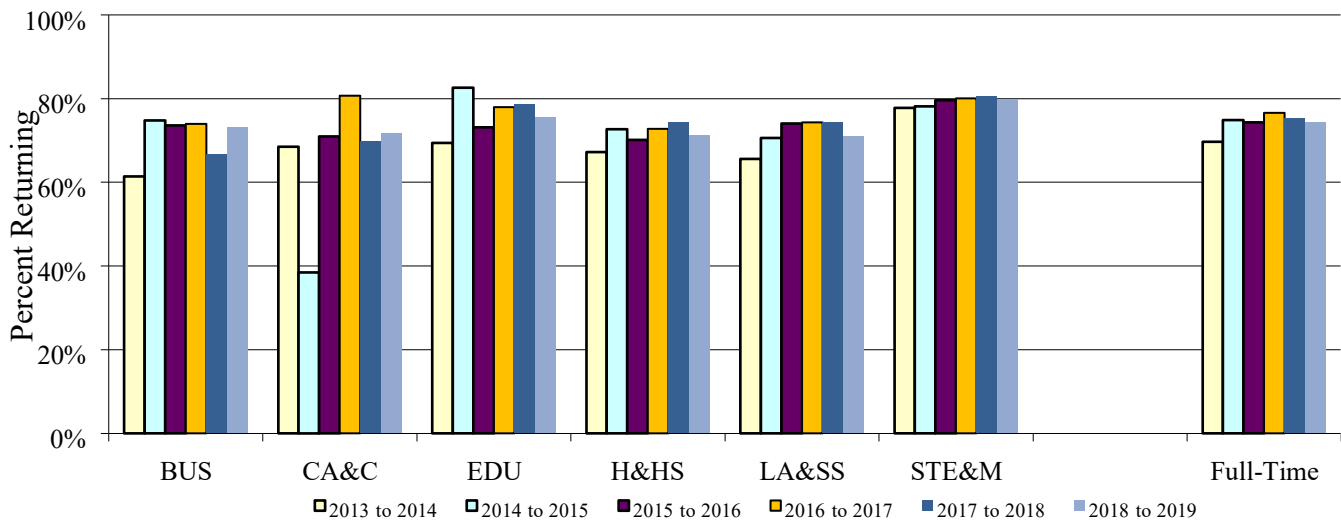
# Youngstown State University

## First-Time Undergraduates Fall-to-Fall Retention

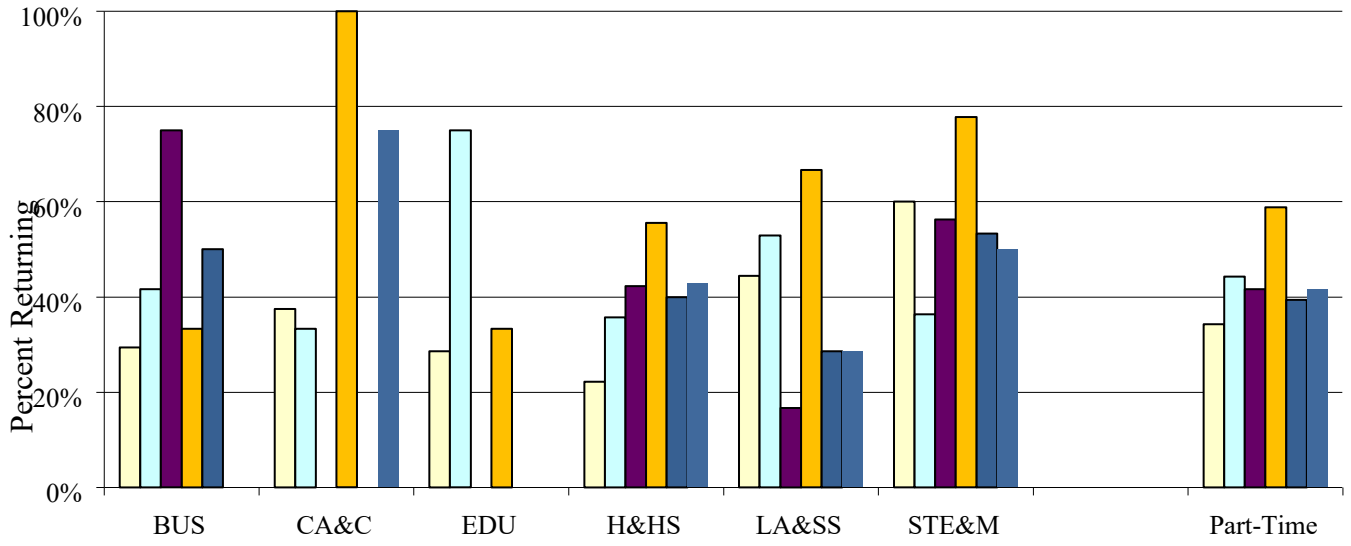
(Includes students who began their undergraduate academic careers summer term.)

	2013 to 2014	2014 to 2015	2015 to 2016	2016 to 2017	2017 to 2018	2018 to 2019
<b>BUS</b>	61.4%	74.8%	73.6%	74.0%	66.7%	73.2%
<b>CA&amp;C</b>	68.5%	68.5%	70.9%	80.7%	70.0%	71.7%
<b>EDU</b>	69.4%	82.6%	73.2%	78.0%	78.7%	75.7%
<b>H&amp;HS</b>	67.2%	72.7%	70.2%	72.8%	74.3%	71.4%
<b>LA&amp;SS</b>	65.6%	70.6%	74.0%	74.4%	74.4%	71.1%
<b>STE&amp;M</b>	77.8%	78.2%	79.6%	80.1%	80.6%	79.9%
<b>Full-Time</b>	<b>69.7%</b>	<b>74.9%</b>	<b>74.3%</b>	<b>76.6%</b>	<b>75.4%</b>	<b>74.3%</b>
<b>BUS</b>	29.4%	41.7%	75.0%	33.3%	50.0%	0.0%
<b>CA&amp;C</b>	37.5%	33.3%	0.0%	100.0%	0.0%	75.0%
<b>EDU</b>	28.6%	75.0%	N/A	33.3%	0.0%	0.0%
<b>H&amp;HS</b>	22.2%	35.7%	42.3%	55.6%	40.0%	42.9%
<b>LA&amp;SS</b>	44.4%	52.9%	16.7%	66.7%	28.6%	28.6%
<b>STE&amp;M</b>	60.0%	36.4%	56.3%	77.8%	53.3%	50.0%
<b>Part-Time</b>	<b>34.3%</b>	<b>44.3%</b>	<b>41.7%</b>	<b>58.8%</b>	<b>39.4%</b>	<b>41.7%</b>
<b>Total</b>	<b>67.9%</b>	<b>73.8%</b>	<b>73.4%</b>	<b>76.3%</b>	<b>74.9%</b>	<b>74.0%</b>

Full-Time



Part-Time



**Youngstown State University**  
**Preliminary 14th Day Fall-to-Fall Retention of**  
**First-Time Undergraduates**  
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**2018-2019**

College/Major	Entering Fall 2018	Returning Fall 2019		Returning Fall 2019 in the Same Program *		Returning Fall 2019 in the Same College	
<b>Business Administration</b>							
Accounting	8	7	87.5%	6	75.0%	6	75.0%
Adv and Public Relations	2	1	50.0%	1	50.0%	1	50.0%
Business Administration	16	16	100.0%	15	93.8%	16	100.0%
Business Economics	3	2	66.7%	1	33.3%	1	33.3%
Finance	4	4	100.0%	4	100.0%	4	100.0%
Finance CFP Track	3	3	100.0%	3	100.0%	3	100.0%
Finance Financial Mgt Track	3	3	100.0%	3	100.0%	3	100.0%
Human Resource Management	1	0	0.0%	0	0.0%	0	0.0%
Pre Business	71	51	71.8%	41	57.7%	45	63.4%
Pre Business Accounting	25	19	76.0%	19	76.0%	19	76.0%
Pre Business Economics	6	4	66.7%	4	66.7%	4	66.7%
Pre Business Finance	6	6	100.0%	6	100.0%	6	100.0%
Pre Business Management	16	7	43.8%	5	31.3%	5	31.3%
Pre Business Marketing	9	7	77.8%	4	44.4%	4	44.4%
Undeclared Business	85	58	68.2%	10	11.8%	43	50.6%
<b>Business Administration Total</b>	<b>258</b>	<b>188</b>	<b>72.9%</b>	<b>122</b>	<b>47.3%</b>	<b>160</b>	<b>62.0%</b>

\*Students who return in the same major or a major residing in the same overarching program (ex. Entered in Art Studio Graph Inter Dsgn Op who return the following fall term in Art Studio Digital Media Optn) as well as students who entered in a "Pre", "First Year", or "STEM..." major and return in the parent or subsequent major (ex. Pre Business Finance who return in the fall term in Finance).

**Youngstown State University**  
**Preliminary 14th Day Fall-to-Fall Retention of**  
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**by College and Major**  
**2018-2019**

College/Major	Entering Fall 2018	Returning Fall 2019		Returning Fall 2019 in the Same Program *		Returning Fall 2019 in the Same College	
<b>Creative Arts &amp; Communication</b>							
Art Studio	3	1	33.3%	0	0.0%	1	33.3%
Art Studio Digital Media Track	3	2	66.7%	2	66.7%	2	66.7%
Art Studio Graph Inter Dsgn Tr	14	8	57.1%	7	50.0%	7	50.0%
Art Studio Interdisc St Art Tr	6	3	50.0%	2	33.3%	2	33.3%
Art Studio Paint Printmng Tr	2	2	100.0%	2	100.0%	2	100.0%
Art Studio Photography Track	8	7	87.5%	6	75.0%	6	75.0%
Comm St Interpersnl Org Track	1	1	100.0%	1	100.0%	1	100.0%
Comm St Media Track	1	0	0.0%	0	0.0%	0	0.0%
Comm St Social Media Track	2	2	100.0%	2	100.0%	2	100.0%
Communication Studies	6	6	100.0%	4	66.7%	5	83.3%
Dance Management	2	2	100.0%	2	100.0%	2	100.0%
Journalism	18	15	83.3%	12	66.7%	12	66.7%
Mus Perf Emphasis Music Record	9	6	66.7%	5	55.6%	5	55.6%
Music Composition	1	1	100.0%	1	100.0%	1	100.0%
Music Educ Instrumental Jazz	2	2	100.0%	1	50.0%	2	100.0%
Music Education	3	2	66.7%	1	33.3%	1	33.3%
Music Education Instrumental	19	13	68.4%	9	47.4%	11	57.9%
Music Education Vocal	4	4	100.0%	2	50.0%	4	100.0%
Music Performance Instrument	7	5	71.4%	3	42.9%	5	71.4%
Music Performance Jazz	4	3	75.0%	3	75.0%	3	75.0%

**Youngstown State University**  
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Music Performance Piano	1	1	100.0%	1	100.0%	1	100.0%
Music Performance Voice	2	1	50.0%	1	50.0%	1	50.0%

\*Students who return in the same major or a major residing in the same overarching program (ex. Entered in Art Studio Graph Inter Dsgn Op who return the following fall term in Art Studio Digital Media Optn) as well as students who entered in a "Pre", "First Year", or "STEM..." major and return in the parent or subsequent major (ex. Pre Business Finance who return in the fall term in Finance).

<b>College/Major</b>	<b>Entering Fall 2018</b>	<b>Returning Fall 2019</b>	<b>Returning Fall 2019 in the Same Program *</b>	<b>Returning Fall 2019 in the Same College</b>
Music Theory	1	0	0.0%	0
Pre Telecommunication	14	12	85.7%	9
Telecomm St Sprts Broadcast Tr	3	2	66.7%	2
Theatre Musical Theatre Track	2	2	100.0%	1
Theatre Studies	5	5	100.0%	5
Undetermined Art	9	4	44.4%	4
Undetermined Communication	9	5	55.6%	4
Undetermined Music	7	4	57.1%	4
Undetermined Theatre	2	1	50.0%	1
<b>Creative Arts &amp; Communication Total</b>	<b>170</b>	<b>122</b>	<b>71.8%</b>	<b>88</b>
			<b>51.8%</b>	<b>106</b>
				<b>62.4%</b>

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<b>College/Major</b>	<b>Entering Fall 2018</b>	<b>Returning Fall 2019</b>	<b>Returning Fall 2019 in the Same Program *</b>	<b>Returning Fall 2019 in the Same College</b>
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**Youngstown State University**  
**Preliminary 14th Day Fall-to-Fall Retention of**  
**First-Time Undergraduates**  
**by College and Major**  
**2018-2019**

<b>Education</b>							
Art Education	3	3	100.0%	2	66.7%	2	66.7%
Early Childhood Education	2	2	100.0%	1	50.0%	1	50.0%
EC EC Intervention Specialist	49	40	81.6%	30	61.2%	33	67.3%
Integrated Language Arts Educ	12	9	75.0%	6	50.0%	7	58.3%
Integrated Math Education	7	4	57.1%	3	42.9%	3	42.9%
Integrated Sciences Education	6	4	66.7%	3	50.0%	4	66.7%
Integrated Social Studies Educ	12	7	58.3%	3	25.0%	3	25.0%
Middle Child Educ Undetermined	4	3	75.0%	1	25.0%	1	25.0%
Middle Child Lang Art Math Trk	2	2	100.0%	2	100.0%	2	100.0%
Middle Child Lang Art S St Trk	5	5	100.0%	4	80.0%	5	100.0%
Middle Child Lang Art Sci Trk	1	1	100.0%	1	100.0%	1	100.0%
Middle Child Math Science Trk	6	6	100.0%	6	100.0%	6	100.0%
Middle Child Math Soc St Trk	5	4	80.0%	1	20.0%	3	60.0%
Middle Child Science Soc St Tr	2	1	50.0%	1	50.0%	1	50.0%
Middle Childhood Education	6	5	83.3%	3	50.0%	5	83.3%
Physical Education	5	5	100.0%	4	80.0%	4	80.0%
Spanish Education	2	1	50.0%	1	50.0%	1	50.0%
Spec Ed Mild Moderate Dis	9	5	55.6%	4	44.4%	5	55.6%
Spec Ed Moderate Intensive Dis	1	0	0.0%	0	0.0%	0	0.0%

**Youngstown State University**  
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Undetermined Education	39	27	69.2%	16	41.0%	21	53.8%
<b>Education</b>	<b>178</b>	<b>134</b>	<b>75.3%</b>	<b>92</b>	<b>51.7%</b>	<b>108</b>	<b>60.7%</b>

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College/Major	Entering Fall 2018	Returning Fall 2019	Returning Fall 2019 in the Same Program *	Returning Fall 2019 in the Same College
<b>Health and Human Services</b>				
Allied Health	1	1	100.0%	1
Criminal Justice Associate	5	2	40.0%	2
Criminal Justice Bachelors	67	46	68.7%	40
Didactic Program in Dietetics	2	1	50.0%	1
Early Childhood Associate PreK	3	3	100.0%	2
Emergency Medical Services	5	1	20.0%	0
Exercise Science	52	39	75.0%	34
Exercise Science Grad Prep Trk	26	21	80.8%	18
Family and Consumer Studies	1	1	100.0%	0
Forensic Sci Anthropology Trck	3	1	33.3%	1
Forensic Sci Biology Track	3	1	33.3%	0
Forensic Sci Chemistry Track	2	2	100.0%	2
Forensic Science	40	36	90.0%	31
Hospitality Management	4	3	75.0%	3
Medical Assisting Technology	1	0	0.0%	0



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Merch Fashion and Interiors	4	2	50.0%	1	25.0%	1	25.0%
Nursing BSN	6	5	83.3%	4	66.7%	4	66.7%
Pre Dental Hygiene	48	28	58.3%	22	45.8%	23	47.9%
Pre Dietetics	7	5	71.4%	3	42.9%	4	57.1%
Pre Medical Laboratory Sci	7	7	100.0%	4	57.1%	5	71.4%
Pre Medical Laboratory Tech	1	1	100.0%	0	0.0%	1	100.0%

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<b>College/Major</b>	<b>Entering Fall 2018</b>	<b>Returning Fall 2019</b>	<b>Returning Fall 2019 in the Same Program *</b>	<b>Returning Fall 2019 in the Same College</b>
Pre Nursing	213	157	73.7%	137
Pre Respiratory Care	5	5	100.0%	5
Pre Social Work	26	15	57.7%	12
Respiratory Care Completion Tr-DL	1	1	100.0%	1
Social Work	2	1	50.0%	1
Undetermined HHS	104	69	66.3%	59
<b>Health and Human Services</b>	<b>639</b>	<b>454</b>	<b>71.0%</b>	<b>388</b>

\*Students who return in the same major or a major residing in the same overarching program (ex. Enetered in Art Studio Graph Inter Dsgn Op who return the following fall term in Art Studio Digital Media Optn) as well as students who entered in a "Pre", "First Year", or "STEM..." major and return in the parent or subsequent major (ex. Pre Business Finance who return in the fall term in Finance).

**Youngstown State University**  
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College/Major	Entering Fall 2018	Returning Fall 2019		Returning Fall 2019 in the Same Program *		Returning Fall 2019 in the Same College	
<b>Liberal Art and Social Science</b>							
Anthropology	11	9	81.8%	7	63.6%	8	72.7%
Associate of Arts	5	3	60.0%	0	0.0%	1	20.0%
Economics	1	1	100.0%	1	100.0%	1	100.0%
English	14	9	64.3%	6	42.9%	8	57.1%
Exploratory Undecided	229	160	69.9%	67	29.3%	81	35.4%
General Studies	1	1	100.0%	1	100.0%	1	100.0%
Geography	1	1	100.0%	1	100.0%	1	100.0%
History	8	6	75.0%	4	50.0%	4	50.0%
Italian	3	3	100.0%	2	66.7%	2	66.7%
Philosophy	3	2	66.7%	2	66.7%	2	66.7%
Philosophy Pre Counseling Trck	1	1	100.0%	0	0.0%	0	0.0%
Political Science	14	13	92.9%	11	78.6%	12	85.7%
Pre Law	15	12	80.0%	8	53.3%	9	60.0%
Psychology	68	46	67.6%	36	52.9%	39	57.4%
Psychology-PT Track	2	1	50.0%	1	50.0%	1	50.0%
Religious Studies	1	0	0.0%	0	0.0%	0	0.0%
Sociology	1	1	100.0%	0	0.0%	0	0.0%
Spanish	4	4	100.0%	2	50.0%	2	50.0%
Undetermined CLASS	26	14	53.8%	5	19.2%	12	46.2%
<b>Liberal Art and Social Science</b>	<b>408</b>	<b>287</b>	<b>70.3%</b>	<b>154</b>	<b>37.7%</b>	<b>184</b>	<b>45.1%</b>

**Youngstown State University**  
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<b>College/Major</b>	<b>Entering Fall 2018</b>	<b>Returning Fall 2019</b>		<b>Returning Fall 2019 in the Same Program *</b>		<b>Returning Fall 2019 in the Same College</b>	
<b>Science, Tech, Engineer, Math</b>							
Biochemistry	11	11	100.0%	7	63.6%	9	81.8%
Biology	20	19	95.0%	16	80.0%	18	90.0%
Biology Pre Dentistry	3	3	100.0%	2	66.7%	2	66.7%
Biology Pre Medical	43	37	86.0%	32	74.4%	32	74.4%
Biology Pre Veterinary	7	4	57.1%	2	28.6%	2	28.6%
Biology PT Track	5	5	100.0%	3	60.0%	3	60.0%
Chemistry	9	8	88.9%	5	55.6%	6	66.7%
Chemistry Pre Medical	6	6	100.0%	3	50.0%	4	66.7%
Chemistry Pre Optometry	1	1	100.0%	1	100.0%	1	100.0%
Chemistry Pre Pharmacy	6	5	83.3%	3	50.0%	4	66.7%
Chemistry Pre Veterinary	1	1	100.0%	1	100.0%	1	100.0%
Civil and Construct Eng Tech A	1	1	100.0%	0	0.0%	1	100.0%
Computer Information Systems B	1	1	100.0%	1	100.0%	1	100.0%
Computer Science	1	0	0.0%	0	0.0%	0	0.0%
Electrical Engineering	1	1	100.0%	0	0.0%	1	100.0%
Environmental Studies	6	5	83.3%	2	33.3%	3	50.0%
First Year Engineering	5	5	100.0%	3	60.0%	5	100.0%
Geology	4	3	75.0%	3	75.0%	3	75.0%
Mathematics	13	13	100.0%	11	84.6%	11	84.6%

**Youngstown State University**  
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Physics	5	4	80.0%	4	80.0%	4	80.0%
Physics Astronomy	3	3	100.0%	2	66.7%	3	100.0%
Pre Computer Information Sys B	3	2	66.7%	0	0.0%	1	33.3%
Pre Computer Science	11	11	100.0%	8	72.7%	8	72.7%
Pre Electric Utility Tech	1	1	100.0%	1	100.0%	1	100.0%
Pre Engineering and Tech B	2	2	100.0%	0	0.0%	2	100.0%
Pre Information Technology B	3	3	100.0%	1	33.3%	3	100.0%

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<b>College/Major</b>	<b>Entering Fall 2018</b>	<b>Returning Fall 2019</b>	<b>Returning Fall 2019 in the Same Program *</b>	<b>Returning Fall 2019 in the Same College</b>
STEM Engineering	54	36	66.7%	30
STEM Engineering A	6	3	50.0%	2
STEM First Year Engineering	215	177	82.3%	162
STEM Natural Science	78	57	73.1%	44
STEM Physical Science	25	17	68.0%	14
STEM Technology BSAS	74	54	73.0%	47
Undetermined STEM	45	34	75.6%	23
<b>Science, Tech, Engineer, Math</b>	<b>669</b>	<b>533</b>	<b>79.7%</b>	<b>451</b>

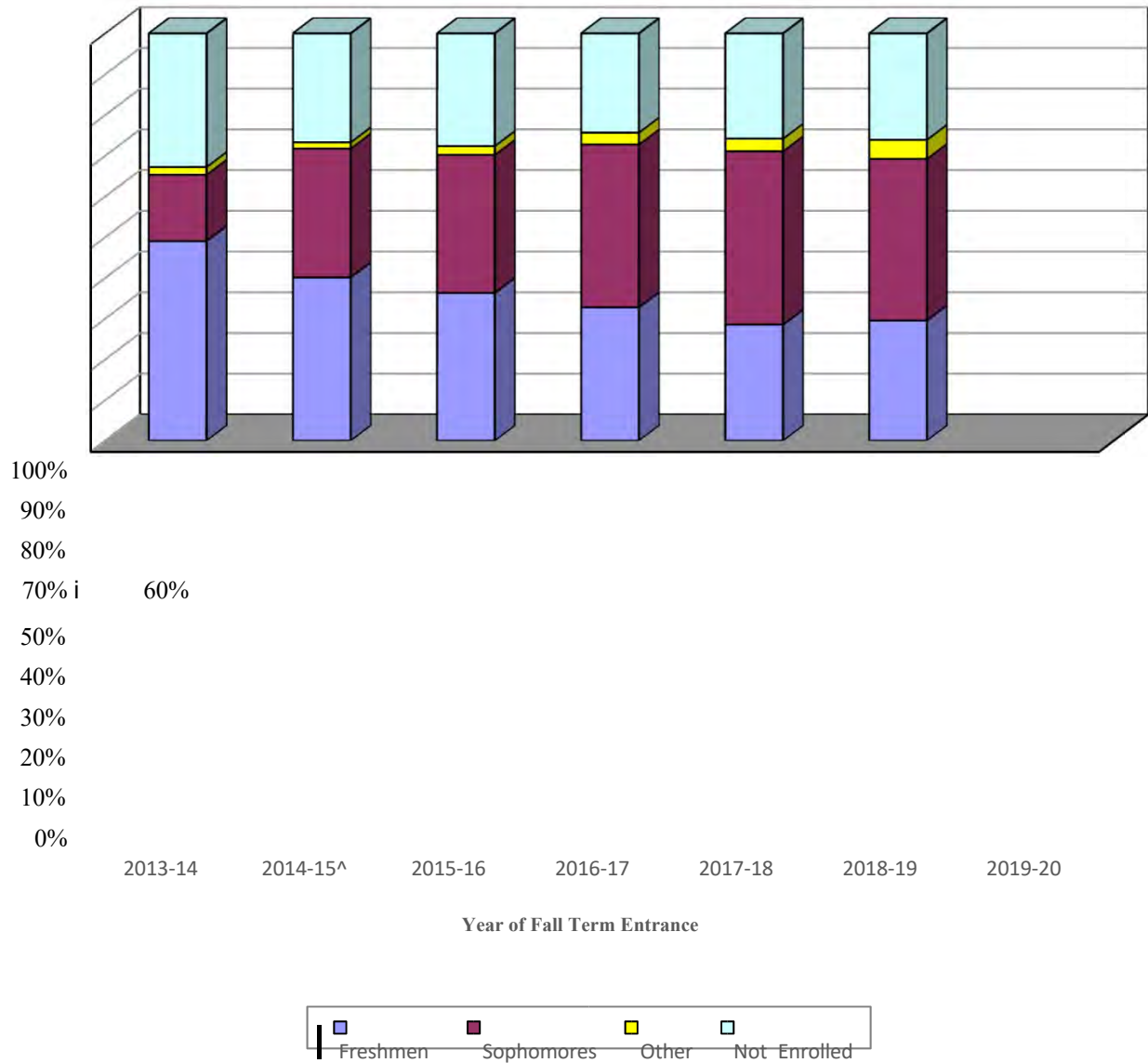
\*Students who return in the same major or a major residing in the same overarching program (ex. Enetered in Art Studio Graph Inter Dsgn Op who return the following fall term in Art Studio Digital Media Optn) as well as students who entered in a "Pre", "First Year", or "STEM..." major and return in the parent or subsequent major (ex. Pre Business Finance who return in the fall term in Finance).

**Youngstown State University  
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First-Time Undergraduates  
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2018-2019**

College/Major	Entering Fall 2018	Returning Fall 2019	Returning Fall 2019 in the Same Program *	Returning Fall 2019 in the Same College			
<b>Grand Total</b>	<b>2322</b>	<b>1718</b>	<b>74.0%</b>	<b>1136</b>	<b>48.9%</b>	<b>1397</b>	<b>60.2%</b>

\*Students who return in the same major or a major residing in the same overarching program (ex. Entered in Art Studio Graph Inter Dsgn Op who return the following fall term in Art Studio Digital Media Optn) as well as students who entered in a "Pre", "First Year", or "STEM..." major and return in the parent or subsequent major (ex. Pre Business Finance who return in the fall term in Finance).

# Youngstown State University First-Time Freshman\* One Year Later



## Gross Progression of First-Time Freshmen

(Indicates the percentage of students completing the required number of course credits to advance in academic rank)

Fall to Fall

Returning Fall Term Rank	2013-14	2014-15^	2015-16	2016-17	2017-18	2018-19	2019-20
<b>Freshmen</b>	48.98%	40.08%	36.28%	32.74%	28.47%	29.51%	

<b>Sophomores</b>	16.31%	31.62%	33.89%	39.96%	42.57%	39.68%
<b>Other</b>	1.89%	1.54%	2.17%	2.93%	3.10%	4.68%
<b>Not Enrolled</b>	32.82%	26.76%	27.67%	24.37%	25.86%	26.14%

\* First-Time Freshmen including all first time degree-seeking undergraduates.

^ Beginning Fall 2015 the University lowered total completed credit hour requirements to advance in rank from 32 to 30 completed hours. This change resulted in a significant shift in the percentage of returning students whose subsequent ranks progresses from Frshman to Sophomores.

Note Based on preliminary 14th day enrollment

Source: HESTUD15 Model 204 computer file and YSU\_IR\_DATA\_SETS Table

Prepared by the Office of Institutional Research and Analytics

Aaron Meyerl - 6/8/2020

## MEMORANDUM

Date: October 15, 2020

To: Dr. Brien Smith, Provost and Vice President for Academic Affairs

From: Ashley Riggelman - Office of Research Services (ORS)

Re: FY21 First Quarter Report

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Please see attached the FY21 First Quarter Report as prepared for delivery to the Academic Quality and Student Success Committee of the Board of Trustees.

ORS staff managed **58** major grant administration activities during this quarter (**24** submissions and **34** awards/contracts). Additionally, the IRB processed **20** new protocols and **6** modifications.

### Notable highlights:

- YSU was awarded \$2,025,000 by the Air Force Research Laboratory, through Wright State University for the ADMETE project. This project supports the development of education and training programs for workforce development, in the areas of digital design, microelectronics and assured development
- YSU received a new NSF award in the field of computer science
- Cayuse Human Ethics (Cayuse IRB) implementation is completed, soft go-live started in September
- Grant writing seminar (September 17 & 18, 2020)

Accompanying this submission is the FY21 Quarter 1 Detail Report, which provides greater detail regarding institutional submissions and awards.





**EXECUTIVE  
SUMMARY**

First Quarter Report – FY21  
July 1, 2020 to September 30, 2020

**Submitted Proposals to External Agencies: Total**

Q1 Total Dollars Requested:	<b>\$4,809,165</b>
Q1 Indirect Cost Requested:	<b>\$776,353</b>
Q1 Total Proposals Worked:	<b>27</b>
Q1 Total Projects Submitted:	<b>24</b>

**Funded Proposals from External Agencies: Total**

Q1 Total Dollars Awarded:	<b>\$4,514,863</b>
Q1 Indirect Costs Awarded:	<b>\$421,552</b>
Q1 Total Projects Awarded:	<b>34</b>

**Q1 YTD Comparison: Total**

	<b>FY 20</b>	<b>FY 21</b>
<i>Q1 Submissions</i>	26	24
<i>Q1 Awards</i>	34	34
<i>Q1 Dollars Awarded**</i>	\$2,249,702	\$4,514,863
<i>YTD Submissions</i>	26	24
<i>YTD Awards</i>	34	34

\*\* awarded amounts are reported according to budget periods

Q1 Total Active Awards: 115  
Q1 Total Research Expenditures: \$1,391,361

## Proposals Submitted to External Agencies

First Quarter Report – FY21  
July 1, 2020 – September 30, 2020

PI/PD	Department	Funding Agency	Amount Requested	Indirect Costs Requested	YSU Cost Share
Ge, W.	Graduate Studies in Health and Rehabilitation Sciences	State Department	\$50,000	\$10,412	\$0
Ge, W.	Graduate Studies in Health and Rehabilitation Sciences	Foundation for Physical Therapy Research	\$100,000	\$0	\$0
Disotell, K.	Rayen School of Engineering	National Science Foundation	\$499,998	\$95,682	\$0
Boerio, G.	The Rich Center	The Ohio State University	\$30,000	\$2,220	\$10,000
Durrell, P.	Physics, Astronomy, Geology and Environmental Sciences	Space Telescope Science Institute	\$7,168	\$1,493	\$0
Deschenes, R.	Rayen School of Engineering	National Science Foundation	\$508,080	\$91,224	\$0
Davis, D.	Human Services	Council on Social Work Education	\$2,000	\$0	\$0
Bralich, J.	Humanities	City of Youngstown	\$25,000	\$0	\$0
Bralich, J.	Humanities	City of Youngstown	\$12,750	\$0	\$0
Brozina, C.	Rayen School of Engineering	National Science Foundation	\$299,866	\$62,442	\$0
Prieto-Langarica, A.	Mathematics	National Science Foundation	\$291,582	\$15,690	\$0
Lally, A.	Student Counseling Services	NEOMED	\$4,296	\$0	\$0
Sharma, S.	Rayen School of Engineering	Muskingum Watershed Conservancy District	\$48,562	\$10,112	\$35,450
Howell, C.	College of Liberal Arts, Social Sciences, and Education	Youngstown Community School	\$9,218	\$500	\$0
Disotell, K.	Rayen School of Engineering	Ohio Space Grant Consortium	\$9,500	\$0	\$3,000
Cameron, A. & Epler, P.	Center for Human Services Development	U.S. Department of Education	\$1,996,638	\$404,524	\$0

## Proposals Submitted to External Agencies

First Quarter Report – FY21  
July 1, 2020 – September 30, 2020

PI/PD	Department	Funding Agency	Amount Requested	Indirect Costs Requested	YSU Cost Share
Veisz, P.	Small Business Development Center	Ohio Development Services Agency	\$122,450	\$0	\$0
Veisz, P.	Small Business Development Center	Department of Defense	\$39,267	\$0	\$54,262
Veisz, P.	Small Business Development Center	Ohio Development Services Agency	\$34,743	\$0	\$0
Wendland, M.	Graduate Studies in Health and Rehabilitation Sciences	American Physical Therapy Association	\$10,000	\$0	\$0
Epler, P.	Teacher Education & Leadership Studies	American Educational Research Association	\$5,000	\$0	\$0
Moldovan, S.	Rayen School of Engineering	Duramax Marine	\$40,005	\$8,330	\$0
Veisz, P.	Small Business Development Center	Small Business Administration	\$237,000	\$0	\$135,368
Lewis, L. & Walker, J.		National Science Foundation	\$426,042	\$73,724	\$0
		<b>TOTALS</b>	<b>\$4,809,165</b>	<b>\$776,353</b>	<b>\$238,080</b>

### Projects Awarded from External Agencies

First Quarter Report – FY21

July 1, 2020 – September 30, 2020

PI/PD	Department	Funding Agency	Amount Awarded	Indirect Costs Awarded	YSU Cost Share
Cameron, A. & Epler, P.	Center for Human Services Development	Ohio Deans Compact	\$100,000	\$6,907	\$0
Pugh,	Upward Bound	Dept. of Education	\$297,598	\$20,344	\$0
Renne, I.	Chemical and Biological Studies	Ohio Army National Guard	\$2,599	\$573	\$0
Genna, D.	Chemical and Biological Studies	National Science Foundation	\$92,789	\$24,874	\$0
Italiano, K.	Teacher Education & Leadership Studies	PNC Bank	\$72,000	\$10,270	\$0
Johnson, P.	Human Services	Ohio Job and Family Services	\$115,000	\$8,250	\$0
Marchionda, D.	Regional Economic Development	Economic Development Agency	\$216,909	\$45,168	\$0
Wakefield, T.	Mathematics	Ohio Dept. of Higher Education	\$25,350	\$0	\$25,350
Bralich, J.	Humanities	Ohio Dept. of Higher Education	\$40,000	\$0	\$0
Cortes, P.	Rayen School of Engineering	Ohio Federal Research Network	\$248,510	\$15,559	\$166,912
Martin, D.	Psychology Sciences and Counseling	Youngstown City Schools	\$70,000	\$2,500	\$110,334
O'Dell, N.	Nursing	US Dept. of Health and Human Services	\$20,169	\$0	\$0
Veisz, P.	Small Business Development Center	Ohio Development Services Agency	\$246,667	\$22,424	\$0
Martin, D.	Psychology Sciences and Counseling	Poland Local Schools	\$10,000	\$500	\$15,762
Howell, C.	College of Liberal Arts, Social Sciences, and Education	Youngstown City School District	\$98,500	\$2,500	\$98,500
Oder, T.	Physics, Astronomy, Geology and Environmental Sciences	National Science Foundation	\$136,400	\$0	\$15,155
McCartney, R.	Regional Economic Development	City of Youngstown	\$25,000	\$3,522	\$0

### Projects Awarded from External Agencies

First Quarter Report – FY21

July 1, 2020 – September 30, 2020

PI/PD	Department	Funding Agency	Amount Awarded	Indirect Costs Awarded	YSU Cost Share
Bralich, J.	Humanities	City of Youngstown	\$9,815	\$0	\$0
Davis, D.	Human Services	Council on Social Work Education	\$2,000	\$0	\$0
Bralich, J.	Humanities	City of Youngstown	\$12,750	\$0	\$0
Schroeder, S.	College Access and Transition	Ohio Department of Higher Education	\$23,302	\$0	\$0
Rodabaugh, S.	STEM College	Ohio Department of Higher Education	\$50,226	\$0	\$50,226
Rodabaugh, S.	STEM College	Ohio Department of Higher Education	\$341,250	\$0	\$341,250
Bonhomme, B.	Humanities	Ohio History Connection	\$120,000	\$24,683	\$27,000
Cameron, A.	Center for Human Services Development	Ohio Department Education	\$200,000	\$14,815	\$0
Cameron, A.	Center for Human Services Development	Ohio Department Education	\$150,000	\$11,111	\$0
Cameron, A.	Center for Human Services Development	Ohio Department Education	\$150,000	\$11,111	\$0
Howell, C.	College of Liberal Arts, Social Sciences, and Education	Youngstown Community Schools	\$9,218	\$500	\$0
Disotell, K.	Rayen School of Engineering	Ohio Space Grant Consortium	\$9,500	\$0	\$3,000
Arslanyilmaz, A.	Computer Science, Information and Engineering Technology	National Science Foundation	\$143,263	\$22,961	\$0
Veisz, P.	Small Business Development Center	Ohio Development Services Agency	\$15,000	\$0	\$0
Dewberry, L.	Management & Marketing	Wean Foundation	\$86,048	\$4,098	\$0
Cortes, P.	Rayen School of Engineering	Air Force Research Lab	\$1,350,000	\$168,892	\$0
Bralich, J.	Humanities	City of Youngstown	\$25,000	\$0	\$0
		<b>TOTALS</b>	<b>\$4,514,863</b>	<b>\$421,552</b>	<b>\$712,155</b>

**CURRENT ACCREDITATION ACTIVITY**  
**December 2020**

**Summary of recent site visits:**

- The Bachelor of Social Work site visit occurred on October 21, 2020. Results of that visit have not yet been announced.
- The Electrical Engineering, Civil Engineering, Chemical Engineering, and Mechanical Engineering programs are fully accredited by ABET until 2026. Industrial Engineering is fully accredited until 2023.

**Summary of recent accreditation actions:**

- On July 30, 2018, the Higher Learning Commission continued the accreditation of YSU with the next Reaffirmation of Accreditation scheduled to occur in 2027-28.

**Details:**

<b>Program</b>	<b>Status</b>
<b>Art</b> National Association of Schools of Art and Design (NASAD)	The NASAD Commission granted renewal of membership for the following degree options: BA in Art History, BS in Art Education, BFA in Studio Art, and MA in Art Education. The next full review is scheduled for 2025-2026. The Commission voted to accept the Progress Report regarding the MFA in Interdisciplinary Visual Arts degree. An affirmation statement and audit was submitted on June 27, 2020, noting that no significant changes had been made to the majors and programs.
<b>Athletic Training</b> Commission on Accreditation of Athletic Training Education (CAATE)	The Master of Athletic Training program was granted initial accreditation by CAATE in 2018. The accreditation is for five years. The next review will occur in 2023. A progress report is due December 1, 2020, because the program is out of compliance with the unfilled position of a required program director as well as inadequate support of the Clinical Education component of the program. The accreditors have requested a plan to correct these aspects to come into compliance with standards.
<b>Business</b> AACSB International—The Association to Advance Collegiate Schools of Business	AACSB International approved the extension of accreditation in January 2020. Accreditation of the undergraduate and graduate business programs is extended for the standard five years. The next accreditation review will be in 2024. AACSB cited a deficiency in the number of finance faculty and the heavy reliance on lecturers.

<b>Program</b>	<b>Status</b>
<p><b>Chemistry</b> American Chemical Society (ACS)</p>	<p>The American Chemical Society (ACS) notified the YSU Chemistry Department in August 2017 that its BS Chemistry program has met the requirements for continued ACS accreditation through 2022. At that time, the department must apply for re-accreditation.</p>
<p><b>Counseling</b> Council for Accreditation of Counseling and Related Educational Programs (CACREP)</p>	<p>The Council for Accreditation of Counseling and Related Educational Programs (CACREP) granted full accreditation to the MS. Ed. in Counseling—Addiction Counseling, Clinical Mental Health Counseling, School Counseling, and Student Affairs/College Counseling program tracks for the full eight-year period, until March 31, 2023.</p>
<p><b>Dental Hygiene</b> American Dental Association (ADA)</p>	<p>The self-study for continuing accreditation of the Dental Hygiene program was submitted in September 2017. This was the initial site visit following the transition from the Associate of Applied Science (AAS) degree to the Bachelor of Science in Dental Hygiene (BSDH) degree. A site visit occurred in November 2017, and the program was awarded full accreditation status, Approval Without Reporting Requirements, at the 2018 ADA CODA Summer Commission meeting. The accreditation cycle for allied dental programs is seven years. The next site visit will be due in late 2024 or early 2025.</p>
<p><b>Dietetics Program</b> Academy of Nutrition and Dietetics (AND)  Accreditation Council for Education in Nutrition and Dietetics (ACEND)</p>	<p>The three ACEND accredited dietetics programs that co-exist at this time are the Didactic Program in Dietetics, the Coordinated Program in Dietetics, and the Master in Public Health-Dietetics Future Model (MPH-DFM). The Coordinated Program will graduate its last cohort in Summer 2021, at which time it will be completely replaced by the MPH-DFM. The first cohort in the MPH-DFM started Fall 2020. All three programs continue in good standing. The Dietetic Technician Program closed in August 2020 after the last cohort graduated. Low enrollment and faculty resources informed this decision.</p> <p>As part of its re-accreditation requirements, the Didactic Program in Dietetics completed an ACEND site visit in January 2020 and is now awaiting the decision by the ACEND board. COVID-19 has delayed this process.</p>

<b>Program</b>	<b>Status</b>
Dietetics (continued)	The MPH-DFM pilot program received final approval in November 2019. In accordance with ACEND guidelines, changes to facilitate internship hours were made to accommodate program progress under COVID-19 conditions.
<b>Education and Licensure Programs</b> The Council for the Accreditation of Educator Preparation (CAEP)  Accreditation occurs at the unit (BCOE) level.	The Council for the Accreditation of Educator Preparation (CAEP) conducted a site visit of YSU's Beeghly College of Education on April 2-4, 2017. CAEP's Accreditation Council met on October 23, 2017, and granted accreditation status effective Fall 2017 through Fall 2024. The next site visit will occur in Spring 2024.
<b>Emergency Medical Services</b> State of Ohio Department of Public Safety / Division of Emergency Medical Services          Commission on Accreditation of Allied Health Education Programs—EMS Professions (CoAEMSP—CAAHEP)	The Emergency Medical Services (EMS) program was site visited on March 3, 2016, by the Ohio Department of Public Safety (ODPS) Division of EMS, and on March 3 and 4 by the Committee on Accreditation of Education Programs for the EMS Profession (CoAEMSP). The program received no citations from either the state or CoAEMSP reaccreditation visit.  Subsequent to the submission of the self-study documents and site visit, the program received full reaccreditation by the ODPS Division of EMS and has received its findings letter from CoAEMSP indicating there were no citations and the program is being forwarded to the Commission on Accreditation of Allied Health Education Programs (CAAHEP) for full reaccreditation for five years. The EMS program received official notification from CAAHEP of its recognition for the full five-year period.
<b>Engineering</b> Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET)	The Electrical Engineering, Civil Engineering, Chemical Engineering, and Mechanical Engineering programs are fully accredited by ABET until 2026. Industrial Engineering is fully accredited until 2023.
<b>Engineering Technology</b> Engineering Technology Accreditation Commission of the Accreditation Board for Engineering and Technology (ETAC-ABET)	Final findings from ETAC of the ABET visit were received on August 29, 2018. All of the AAS and BSAS Engineering Technology programs (CCET, EET, and MET) are accredited through September 30, 2024.



<b>Program</b>	<b>Status</b>
<p><b>Exercise Science</b>            Committee on Accreditation for the Exercise Sciences (CoAES) /            Commission on Accreditation of Allied Health Education Programs (CAAHEP)</p>	<p>The Committee on Accreditation for the Exercise Sciences (CoAES) granted initial accreditation of the YSU undergraduate Exercise Science program on May 18, 2018. The accreditation is for five years.</p>
<p><b>Forensic Science</b>            American Academy of Forensic Sciences (AAFS)</p>	<p>Application for initial accreditation is pending. Program self-study and site visit will follow.</p>
<p><b>Long-Term Care Administration</b>            National Association of Long-Term Care Administrator Boards (NAB)</p>	<p>The Long-Term Care Administration program applied for its first accreditation review from the National Association of Long-Term Care Administrator Boards (NAB) in Fall 2018 and had its site visit in March 2019. The program was granted accreditation on June 14, 2019. The 2019-2020 annual report was submitted and approved by NAB in October 2020. Our first graduates will begin taking their Nursing Home Administrator License exams soon.</p>
<p><b>Medical Assisting Technology</b>            American Association of Medical Assistants (AAMA) / Commission on Accreditation of Allied Health Education Programs (CAAHEP)</p>	<p>The most recent accreditation was in July 2004. A reaccreditation self-study was submitted in December 2012. The site visit occurred in 2013. CAAHEP granted the program continuing accreditation for a full eight years. Voluntary withdrawal of Accreditation for the Medical Assisting Accreditation was requested and granted by CAAHEP on January 28, 2020. The next review was scheduled to occur Fall 2020 although this program is being phased out due to low enrollment. The last class will be conducted Summer 2021.</p>
<p><b>Medical Laboratory Technology</b>            National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)</p>	<p>The Medical Laboratory Technology program self-study and response were submitted Spring 2020. A virtual site visit was conducted on July 23-24, 2020. The program is waiting for a response from NAACLS.</p>

<b>Program</b>	<b>Status</b>
<p><b>Medical Laboratory Science</b> National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)</p>	<p>An initial accreditation application was submitted to NAACLS in 2014 with the full self-study submitted in 2016. The site visit occurred in 2017. The site visit team found no standards violations and awarded YSU a full seven-year accreditation. The Medical Laboratory Science program's next accreditation self-study will be due in Fall 2021.</p>
<p><b>Music</b> National Association of Schools of Music (NASM)</p>	<p>In 2012, the NASM Commission on Accreditation voted to continue YSU and the Dana School of Music in good standing. A follow-up report on activities was sent to NASM. In 2013, the NASM Commission on Accreditation voted to accept the YSU progress report. In July 2016, the NASM Commission on Accreditation accepted YSU's Application for Plan Approval of Dana's Bachelor of Music in Music Recording. The next full review, scheduled for 2020-2021, has been deferred until 2021-2022 due to the COVID-19 pandemic.</p>
<p><b>Nursing</b> Accreditation Commission for Education in Nursing (ACEN)</p> <p>Commission on Collegiate Nursing Education (CCNE)</p> <p>Council on Accreditation of Nurse Anesthesia Educational Programs (COA) St. Elizabeth Health Center School for Nurse Anesthetists, Inc. (YSU MSN nurse anesthesia option only)</p>	<p>Full accreditation for BSN, MSN, and post-graduate certificate programs. Next evaluation visit: Spring 2022.</p> <p>Initial accreditation was granted for BSN, MSN, and post-graduate advanced practice registered nurse certificate programs for five years after site visit in February 2017. Next evaluation visit: Spring 2022.</p> <p>The program was found to be in full compliance and was granted continued accreditation effective May 2017 for a period of ten years. Next evaluation visit: Spring 2027.</p>
<p><b>Physical Therapy</b> Commission on Accreditation in Physical Therapy Education (CAPTE)</p>	<p>The MPT has been discontinued. Accreditation now applies to the DPT program approved by the HLC in 2008. A CAPTE team visited YSU in 2014 for a self-study visit for the DPT program. The self-study was submitted in 2014 for this visit. The site team gave a favorable report. Ten-year accreditation was reaffirmed in writing in 2014 with a compliance report due in 2015. This</p>

Program	Status
Physical Therapy (continued)	<p>report was submitted, and CAPTE granted the program continuing accreditation with the next scheduled self-study and site visit in Spring 2024. In May 2019, the program received CAPTE approval to increase class size to 45 per cohort. Class sizes will be increased incrementally to admit 45 students by 2021. The program submitted a progress report to CAPTE prior to March 1, 2020, regarding the impact of this increase. After the CAPTE board reviewed the progress report in April, the program's accreditation was continued. The program must submit a compliance report by September 1, 2020, and a second report by March 1, 2021.</p>
<p><b>Public Health (Consortium of Eastern Ohio Master of Public Health)</b> Council on Education for Public Health (CEPH)</p>	<p>The MPH is offered by a consortium of institutions, including YSU. Initial accreditation was earned in 2003. A site visit occurred April 20-21, 2009. In October 2009, the Council renewed accreditation for seven years, until December 31, 2016. Site visit occurred October 3-4, 2016, with all compliant findings. In June 2017, the program received official notification of full accreditation.</p>
<p><b>Respiratory Care and Respiratory Care "Polysomnography Specialty Option"</b> Commission on Accreditation for Respiratory Care (CoARC)</p>	<p>The self-study documents (CSSR and PSSR) for the BSRC entry into practice, BSRC degree advancement, completion program, and the Master of Respiratory Care have been submitted by the required deadlines and accepted by CoARC. The site visit for the Respiratory Care programs have been rescheduled due to COVID-19. The virtual site visit for the BSRC entry into practice program is presently being scheduled and is anticipated to occur in the next three months.</p> <p>Both the BSRC degree advancement completion program and the Master of Respiratory Care program had the letters of intent and the PSSRs accepted and sent to a referee for a virtual site visit. Virtual site visits for these programs should occur after the BSRC entry into practice program during Spring 2021 (Feb.-March) depending upon the pandemic.</p>

Program	Status
Respiratory Care (continued)	<p>YSU has increased capacity of its BSRC entry into practice program, placing enrollment at 25 allowable students, which is max for classroom capacity and clinical rotation sites. Originally, site visits were scheduled for July/Sept 2020. In the interest of substantial financial savings, the site visits were to occur as one CoARC visit. This visit will now be performed virtually while retaining the multiple program savings.</p> <p>The polysomnography certificate program is a free-standing certificate program that is not actively accredited by CoARC</p>
<p><b>Social Work</b> Council on Social Work Education (CSWE)</p>	<p>Following submission of reaffirmation materials and an on-campus site visit in 2012, the Bachelor of Social Work program earned re-affirmed accreditation status in February 2013. This accreditation status remains in effect until February 2021. The self-study was submitted on April 15, 2020. On July 14, the program received its Letter of Instruction (LOI) outlining questions to address for the Fall 2020 site visit. The LOI expressed concerns about faculty-to-student ratio. A site visitor and site date have not yet been determined.</p> <p>In 2012, the Council on Social Work Education granted reaffirmation of accreditation of the Master of Social Work Program. The program remains accredited until 2020. In 2014, Significant Program Changes reports were submitted to the Council on Social Work Education for expansion of the MSW degree program offerings at Lorain County Community College and Lakeland Community College sites. The MSW program submitted its self-study in March 2019. The Council on Accreditation (COA) review was completed successfully, and the MSW program's site visit occurred on February 19, 2020. The site visit report was received on March 15, and a response was submitted on April 14. Concerned about the program's high faculty-to-student ratio, the COA deferred its decision for a third time. The</p>

Program	Status
Social Work (continued)	<p>program must meet all standards in order to be re-accredited.</p> <p>On October 15, after reassessing the program's candidacy, COA placed the program on Conditional Accredited Status based upon non-compliance with Accreditation Standard M3.3.4(c). The program must comply with the standard by June 2021.</p> <p>The BSW accreditation site visit occurred on October 21, 2020. Results of that visit have not yet been announced.</p>
<p><b>Theatre</b> National Association of Schools of Theatre (NAST)</p>	<p>Due to cuts in the number of tenure-track faculty and ongoing staffing issues, the Department of Theatre and Dance officially resigned its NAST accreditation effective May 3, 2018, and will not seek reaccreditation until these issues have been resolved. Covid-19 led to the cancellation of the NAST conference and prevented completion of the internal self-study. The department will continue to gather information with the plan to present in Fall 2021.</p>
<p><b>World Languages and Cultures</b> American Council on the Teaching of Foreign Languages (ACTFL) Recognition for Italian Education and Spanish Education</p>	<p>Resubmission of the Italian Education and Spanish Education programs to the American Council on the Teaching of Foreign Languages (ACTFL) in March 2016 has resulted in national recognition for both programs effective August 2016. Next submission is Spring 2021.</p>

**ACADEMIC PROGRAMS UPDATE  
DECEMBER 2020**

**1. Undergraduate Program Development:**

**Undergraduate Program Actions Requiring Board of Trustees Action and/or Notification or Approval by the Ohio Department of Higher Education**

Since the last set of YSU Board of Trustees meetings, the Ohio Department of Higher Education has approved the following undergraduate program changes:

- No changes to report.

**2. Graduate Program Development:**

**Graduate Program Actions Requiring Board of Trustees Action and/or Notification or Approval by the Chancellor's Council on Graduate Studies (CCGS)**

- A new **Graduate Certificate in Public Health** is under review by campus committees.
- A new **Graduate Certificate in Public Health Research** is under review by campus committees.
- A new **Graduate Certificate in Public Health Administration** is under review by campus committees.
- A new **Post Master Principal Certificate** was approved by campus committees and is being prepared for the CCGS review process.
- A request to discontinue the following graduate programs was approved by campus committees and is currently under review at CCGS: **M.S. in Education Content Areas: Art, Family and Consumer Sciences, Foreign Language, Health, History, Economics, English, K-12 Reading Endorsement, Mathematics, Music, Physical Education, Science, and TESOL.**
- A request for online delivery of the **Superintendent Licensure Program** was approved by campus committees and is currently under review at CCGS.
- A request for online delivery of the **Edd in Educational Leadership** was approved by campus committees and is currently under review at CCGS.



TO: James P. Tressel, President *JPT*

FROM: Brien N. Smith, Provost and Vice President for Academic Affairs *BNS*

DATE: November 10, 2020

SUBJECT: TENURE RECOMMENDATIONS

I recommend the granting of tenure to the seven faculty members listed below who have been reviewed and recommended by either or all of the following: their respective colleagues, chairpersons, and deans. All seven faculty members are also being recommended for promotion.

**COLLEGE OF BUSINESS ADMINISTRATION**

Shelley Blundell (with promotion).....Communication

**COLLEGE OF CREATIVE ARTS AND COMMUNICATION**

No applicants

**COLLEGE OF LIBERAL ARTS, SOCIAL SCIENCES, AND EDUCATION**

Kristin Bruns (with promotion).....Psychological Sciences and Counseling

James Juergensen (with promotion).....Psychological Sciences and Counseling

Lillian Lewis (with promotion)..... Teacher Education and Leadership Studies/Art

Ying (Joy) Tang (with promotion).....Psychological Sciences and Counseling

**COLLEGE OF HEALTH AND HUMAN SERVICES**

Kelly Colwell (with promotion)..... Health Professions

**COLLEGE OF SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS**

Jason Zapka (with promotion).....School of Computer Science, Information, and Engineering Technology

APPROVED

DISAPPROVED, as specified

*James P. Tressel*  
James P. Tressel, President

*11-11-20*  
Date

**INSTITUTIONAL ENGAGEMENT**

**AGENDA**

**AND**

**BACKGROUND AGENDA**





**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
INSTITUTIONAL ENGAGEMENT COMMITTEE**

**Molly S. Seals, Chair  
Allen L. Ryan, Vice Chair  
All Trustees are Members**

**Wednesday, December 2, 2020  
12:30 p.m. or immediately following  
previous meeting**

**Chestnut Room  
Kilcawley Center**

**AGENDA**

- A. Disposition of Minutes for Meeting Held September 2, 2020**
- B. Old Business**
- C. Committee Items**

**1. Consent Agenda Items\***

- Tab C.1.a. = Tab 1    \*a. Resolution to Accept WYSU Memberships**  
The Board of Trustees will accept 344 memberships from WYSU totaling \$143,305 through the first quarter of Fiscal Year 2021.  
Ms. Shannon Tirone, Associate Vice President University Relations will report.
- Tab C.1.b. = Tab 2    \*b. Resolution to Approve Policy 3356-5-06 Electronic Media Rights**  
Ms. Shannon Tirone, Associate Vice President University Relations will report.
- Tab C.1.c. = Tab 3    \*c. Resolution to Approve Policy 3356-5-07 Gifts for the Benefit of the University**  
Ms. Shannon Tirone, Associate Vice President University Relations will report.
- Tab C.1.d. = Tab 4    \*d. Resolution to Approve Policy 3356-5-08 WYSU**  
Ms. Shannon Tirone, Associate Vice President University Relations will report.
- Tab C.1.e. = Tab 5    \*e. Resolution to Approve Policy 3356-5-09 Endowment Funds**  
Ms. Shannon Tirone, Associate Vice President University Relations will report.

**2. Institutional Engagement Discussion Items**

- Tab C.2.a. = Tab 6    Workforce Education/Innovation**  
Jennifer Oddo, Executive Director, Strategic Workforce Education and Innovation will report.

\*Items listed under the Consent Agenda require Board approval; however it may be presented without discussion as this item includes only non-substantive changes.

**Tab C.2.b. = Tab 7    b. External Affairs and Government Relations Engagement Matrix –  
September, 2020 through December, 2020**  
James P. Tressel, President will report.

**c. ETC/MVICC Report**

Atty. David Sipusic, Associate General Counsel for Research and Executive  
Director Excellence Training Center will report.

**Tab C.2.d. = Tab 8    d. YSU Foundation Quarterly Gift Report**

The YSU Foundation received 397 outright gifts and 6 pledges totaling  
\$2,247,885.92, pledge payments totaling \$849,134.95 and 4 new planned gift  
commitments totaling \$1,550,000.00 for the first quarter of Fiscal Year 2021.

Mr. Paul McFadden, President YSU Foundation will report.

**D. New Business**

**E. Adjournment**



## **RESOLUTION TO ACCEPT WYSU MEMBERSHIPS**

**WHEREAS**, Board policy provides that the President shall compile a list of memberships to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and

**WHEREAS**, the President has reported that the memberships as listed in Exhibit attached hereto are being held pending acceptance and he recommends their acceptance;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees does hereby accept these memberships on behalf of Youngstown State University and requests that the President acknowledge the acceptance of these memberships.

**Board of Trustees Meeting  
September 3, 2020  
YR 2021-**

**UNIVERSITY MEMBERSHIPS  
EXECUTIVE SUMMARY  
Fiscal Year 2019-2020  
July 1, 2019-September 30, 2019**

<b>Memberships Received</b>	<b>Number of Members</b>	<b>Amount</b>
WYSU-FM	736	\$ 95,161
<b>Total University Members</b>	<b>736</b>	<b>\$ 95,161</b>

**UNIVERSITY MEMBERSHIPS  
EXECUTIVE SUMMARY  
Fiscal Year 2020-2021  
July 1, 2020-September 30, 2020**

<b>Memberships Received</b>	<b>Number of Members</b>	<b>Amount</b>
WYSU-FM	344	\$ 143,305
<b>Total University Members</b>	<b>344</b>	<b>\$ 143,305</b>
**\$2,570 in Annual Fund Gifts to WYSU are not included in these totals		



**RESOLUTION TO APPROVE  
ELECTRONIC MEDIA RIGHTS POLICY, 3356-5-06**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Electronic Media Rights, policy number 3356-5-06 of the *University Guidebook*, shown as Exhibit\_\_\_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**



**3356-5-06 Electronic media rights.**

Responsible Division/Office: University Relations  
Responsible Officer: President; Associate VP for University Relations  
Revision History: May 1998; December 2010; December 2015;  
December 2025  
Board Committee: Institutional Engagement  
**Effective Date:** ~~December 16, 2015~~December 3, 2020 (no  
changes)  
Next Review: ~~2020~~2025

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- (A) Policy statement. The president, or designee, in order to gain the greatest possible external exposure for the university and to realize income when feasible, may grant electronic media rights.
- (B) Parameters.
- (1) All transmissions and/or distributions shall meet any applicable regulations placed upon the university by affiliated governing groups.
  - (2) Electronic media includes radio, television, internet, and any other transmission and/or distribution medium utilized to transmit non-instructional university events on a live or delay basis.
- (C) Procedures.
- (1) The office of marketing and communication is responsible for the external distribution of electronic media programs.
  - (2) Program initiatives that have the potential of generating income are subject to bid.
  - (3) The office of marketing and communication identifies, communicates appropriate electronic standards, reviews external programming activities, recommends new program initiatives, and packages all programs with income potential for bid.
  - (4) The office of marketing and communication recommends action to

**the president for the final decision.**



**3356-5-06      Electronic media rights.**

Responsible Division/Office: University Relations  
Responsible Officer: President; Associate VP for University Relations  
Revision History: May 1998; December 2010; December 2015;  
December 2025  
Board Committee: Institutional Engagement  
**Effective Date: December 3, 2020 (no changes)**  
Next Review: 2025

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- (A) Policy statement. The president, or designee, in order to gain the greatest possible external exposure for the university and to realize income when feasible, may grant electronic media rights.
- (B) Parameters.
- (1) All transmissions and/or distributions shall meet any applicable regulations placed upon the university by affiliated governing groups.
  - (2) Electronic media includes radio, television, internet, and any other transmission and/or distribution medium utilized to transmit non-instructional university events on a live or delay basis.
- (C) Procedures.
- (1) The office of marketing and communication is responsible for the external distribution of electronic media programs.
  - (2) Program initiatives that have the potential of generating income are subject to bid.
  - (3) The office of marketing and communication identifies, communicates appropriate electronic standards, reviews external programming activities, recommends new program initiatives, and packages all programs with income potential for bid.
  - (4) The office of marketing and communication recommends action to the president for the final decision.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
GIFTS FOR THE BENEFIT OF THE UNIVERSITY POLICY, 3356-5-07**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Gifts for the Benefit of the University, policy number 3356-5-07 of the *University Guidebook*, shown as Exhibit\_\_\_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-5-07 Gifts for the benefit of the university.**

**Previous Policy Number:** ~~—~~ **New**  
**Responsible Division/Office:** Office of the President  
**Responsible Officer:** President  
**Revision History:** June 2015; December 2020  
**Board Committee:** Institutional Engagement  
**Effective Date:** ~~June 17, 2015~~ December 3, 2020  
**Next Review:** ~~2020~~ 2025

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- (A) **Policy statement.** Gifts for the benefit of Youngstown state university (“the university”) help the university fulfill its mission of education, scholarship, research, and service. The Youngstown state university foundation (“the foundation”) exists to secure gifts for the benefit of the university. In order to provide long-term managed financial support for the university, the foundation and university have mutually agreed that gifts to the university shall be made through the foundation in accordance with the “Youngstown State University Development Transfer and Service Agreement” (available through the office of the general counsel) and this policy.
- (B) **Purpose.** To provide guidance to the university community, the foundation, and the general public regarding the solicitation, acceptance, and management of gifts for the benefit of the university.
- (C) **Scope.** This policy applies to all fundraising efforts to benefit the university and the management of such funds. This policy does not apply to the fundraising efforts of the university’s public radio station (“WYSU”), the Rich center for autism, and the penguin club, which may continue to raise, bill, and acknowledge their own gifts and/or funds.
- (D) **Definitions.**
- (1) **“Gift.”** The voluntary irrevocable transfer of an item of value from an individual, corporation, or organization for the benefit of the university with no expectation of a return of goods or services. Gifts may consist of real or personal property, both tangible and intangible, and may be restricted, unrestricted, for permanent endowment, pledged, deferred, or made outright.

- (2) "Conditional gift." A gift which is subject to or dependent on a particular event or occurrence.

(E) Parameters.

- (1) The university and the foundation shall work cooperatively to implement donor intent and to fulfill the stated and/or written strategic fundraising goals and priorities of the university, particularly those aligned with the mission, vision and values and that support successful implementation of the strategic plan the uses for which support achieving one or more goals of the plan.
- (2) Gifts to the university shall only be accepted in accordance with all applicable federal or state laws, university policies, and written agreements between the university and the foundation.
- (3) The university and the foundation reserve the right to refuse any gift which is too restrictive in purpose, requires an unreasonable expenditure of the university or the foundation resources, is contrary to law, compromises the mission of the university, or is based on a vague or uncertain condition.
- (4) When conducting fundraising activities, a university division, department, or college must coordinate with the foundation to ensure that such activity does not conflict with any ongoing or planned foundation fundraising activity or prospects.
- (5) When determining the acceptance of gifts, the university and the foundation shall consider any long-term and/or ongoing costs or commitments associated with or resulting from the gift.

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**3356-5-07      Gifts for the benefit of the university.**

Responsible Division/Office:    Office of the President  
Responsible Officer:            President  
Revision History:                June 2015; December 2020  
Board Committee:                Institutional Engagement  
**Effective Date:**                **December 3, 2020**  
Next Review:                      2025

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- (A)    Policy statement. Gifts for the benefit of Youngstown state university (“the university”) help the university fulfill its mission of education, scholarship, research, and service. The Youngstown state university foundation (“the foundation”) exists to secure gifts for the benefit of the university. In order to provide long-term managed financial support for the university, the foundation and university have mutually agreed that gifts to the university shall be made through the foundation in accordance with the “Youngstown State University Development Transfer and Service Agreement” (available through the office of the general counsel) and this policy.
- (B)    Purpose. To provide guidance to the university community, the foundation, and the general public regarding the solicitation, acceptance, and management of gifts for the benefit of the university.
- (C)    Scope. This policy applies to all fundraising efforts to benefit the university and the management of such funds. This policy does not apply to the fundraising efforts of the university’s public radio station (“WYSU”), the Rich center for autism, and the penguin club, which may continue to raise, bill, and acknowledge their own gifts and/or funds.
- (D)    Definitions.
  - (1)    “Gift.” The voluntary irrevocable transfer of an item of value from an individual, corporation, or organization for the benefit of the university with no expectation of a return of goods or services. Gifts may consist of real or personal property, both tangible and intangible, and may be restricted, unrestricted, for permanent endowment, pledged, deferred, or made outright.

- (2) “Conditional gift.” A gift which is subject to or dependent on a particular event or occurrence.

(E) Parameters.

- (1) The university and the foundation shall work cooperatively to implement donor intent and to fulfill the stated and/or written strategic fundraising goals and priorities of the university, particularly those aligned with the mission, vision and values and that support successful implementation of the strategic plan the uses for which support achieving one or more goals of the plan.
- (2) Gifts to the university shall only be accepted in accordance with all applicable federal or state laws, university policies, and written agreements between the university and the foundation.
- (3) The university and the foundation reserve the right to refuse any gift which is too restrictive in purpose, requires an unreasonable expenditure of the university or the foundation resources, is contrary to law, compromises the mission of the university, or is based on a vague or uncertain condition.
- (4) When conducting fundraising activities, a university division, department, or college must coordinate with the foundation to ensure that such activity does not conflict with any ongoing or planned foundation fundraising activity or prospects.
- (5) When determining the acceptance of gifts, the university and the foundation shall consider any long-term and/or ongoing costs or commitments associated with or resulting from the gift.





**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
WYSU POLICY, 3356-5-08**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing WYSU, policy number 3356-5-08 of the *University Guidebook*, shown as Exhibit \_\_\_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-5-08 WYSU.**

~~Previous Policy Number: 5008.01~~  
Responsible Division/Office: WYSU/University Relations  
Responsible Officer: AVP University Relations  
Revision History: August 1998; June 2010; September 2015;  
December 2020  
Board Committee: Institutional Engagement  
Effective Date: ~~September 24, 2015~~December 3, 2020  
Next Review: ~~2020~~2025

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- (A) Policy statement. Licensed to the board of trustees of Youngstown state university, WYSU is a fifty-thousand watt radio station that serves the regional community with fine arts and news and information programming. WYSU-FM is a noncommercial, community-based public radio committed to being the region's leading source for quality programming. It provides trusted in-depth news, engaging conversation and music that stimulates the mind and spirit. As one of Youngstown state university's most visible daily representatives to the community, WYSU also strives to be a valuable ambassador to that community, providing a forum to promote the artistic and intellectual activities of the university. Support for the station is provided by the university, station members, business underwriters, the corporation for public broadcasting, and other grant and foundation sources.
- (B) Parameters. WYSU operates within all regulations of the federal communications commission ("FCC") and other federal agencies.
- (C) Procedures.
- (1) WYSU provides a fine arts and news and information program service to the community, utilizing its main analog channel, two digital channels (HD 1 and HD 2), and two internet streams. WYSU broadcasts at 88.5 megahertz in Youngstown, at 88.1 megahertz in Ashtabula, and 97.5 megahertz in New Wilmington, Pennsylvania.
  - (2) The core of the radio operation is a full-time professional staff. Students whose qualifications meet professional broadcasting



standards are also employed to support various aspects of the station's operations.

- (3) Membership contributions are generally solicited on air, through the program guide, and through direct mailings.
- (4) Underwriting agreements and the on-air acknowledgments of underwriters are implemented using guidelines established by the FCC and national public radio.
- (5) All direct public support received by WYSU (membership contributions, underwriting support, gifts, and grants) supplement the general fund support received by the station from the university.
- (6) WYSU serves as a distribution link to other area radio stations (LP2 station) for the local emergency alert system.
- (7) On its broadcast subcarrier, WYSU facilitates the broadcast of radio reading services for the sight-impaired offered by goodwill industries.
- (8) The director of WYSU will have final approval of radio station programming.

**3356-5-08 WYSU.**

Responsible Division/Office: WYSU/University Relations  
Responsible Officer: AVP University Relations  
Revision History: August 1998; June 2010; September 2015;  
December 2020  
Board Committee: Institutional Engagement  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. Licensed to the board of trustees of Youngstown state university, WYSU is a fifty-thousand watt radio station that serves the regional community with fine arts and news and information programming. WYSU-FM is a noncommercial, community-based public radio committed to being the region's leading source for quality programming. It provides trusted in-depth news, engaging conversation and music that stimulates the mind and spirit. As one of Youngstown state university's most visible daily representatives to the community, WYSU also strives to be a valuable ambassador to that community, providing a forum to promote the artistic and intellectual activities of the university. Support for the station is provided by the university, station members, business underwriters, the corporation for public broadcasting, and other grant and foundation sources.
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- (6) WYSU serves as a distribution link to other area radio stations (LP2 station) for the local emergency alert system.
- (7) On its broadcast subcarrier, WYSU facilitates the broadcast of radio reading services for the sight-impaired offered by goodwill industries.
- (8) The director of WYSU will have final approval of radio station programming.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
ENDOWMENT FUNDS POLICY, 3356-5-09**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Endowment Funds, policy number 3356-5-09 of the *University Guidebook*, shown as Exhibit \_\_\_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-5-09 Endowment funds.**

Previous Policy Number: ~~5009.01~~  
Responsible Division/Office: Office of the President  
Responsible Officer: President  
Revision History: March 1999; March 2010; March 2015;  
December 2020  
Board Committee: Institutional Engagement  
**BOT Approval Date:** ~~March 11, 2015~~December 3, 2020  
Next Review: ~~2020~~2025

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- (A) Policy statement. In order to assist in the mission of the university, the board of trustees authorizes the Youngstown state university foundation ("YSU foundation") to accept, manage, and invest philanthropic gifts on behalf of the university in accordance with this policy and all applicable laws and agreements between the university and the YSU foundation.
- (B) Purpose. To establish guidelines for the acceptance and management of endowed philanthropic gifts to the university.
- (C) Scope. This policy applies to all philanthropic endowed gifts made to benefit the university, whether restricted or unrestricted.
- (D) Parameters.
- (1) Those endowments recorded in the financial records of the university up to the date of December 16, 2014 shall be managed and invested pursuant to the university board of ~~trustees~~trustees' policies.
  - (2) Donor intent shall be respected and complied with at all times to the extent permissible under applicable tax laws.
- (E) Procedures.
- (1) All philanthropic endowed gifts, whether restricted or unrestricted, for an endowment not recorded in the financial records of the university as of December 16, 2014, shall be deposited with the YSU foundation to be managed by the foundation, unless specific

donor intent demonstrates that the gift is to be given to the university for a restricted or unrestricted purpose.

- (2) Additions to any endowment recorded in the financial records of the university as of December 16, 2014 shall be deposited with the university, unless specific donor intent demonstrates that the gift is to be given to the YSU foundation.
- (3) Those philanthropic endowed funds which are under university management and unless otherwise provided by a donor will operate in accordance with rule 3356-3-10 of the Administrative Code with regard to investment of endowment or non-endowment funds.
- (4) Any actions taken pursuant to this policy will be reported to the ~~Board of Trustees~~board of trustees at its meeting as close in time as possible to when the action is taken.

**3356-5-09 Endowment funds.**

Responsible Division/Office: Office of the President  
Responsible Officer: President  
Revision History: March 1999; March 2010; March 2015;  
December 2020  
Board Committee: Institutional Engagement  
**BOT Approval Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. In order to assist in the mission of the university, the board of trustees authorizes the Youngstown state university foundation (“YSU foundation”) to accept, manage, and invest philanthropic gifts on behalf of the university in accordance with this policy and all applicable laws and agreements between the university and the YSU foundation.
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- (4) Any actions taken pursuant to this policy will be reported to the board of trustees at its meeting as close in time as possible to when the action is taken.





## The Case for Ohio Attainment Goal 2025

Ohio's economic outlook is strong. The many signs of recovery are reason for pride and optimism. Our economy is growing more and more diversified. Ohio is among the leaders in areas such as advanced manufacturing, technology innovation, exports and entrepreneurship. Since the recession of 2008, thousands of new jobs have been created in our state. Unemployment in Ohio is below the national average. And the poverty rate has continued to decline since 2010.

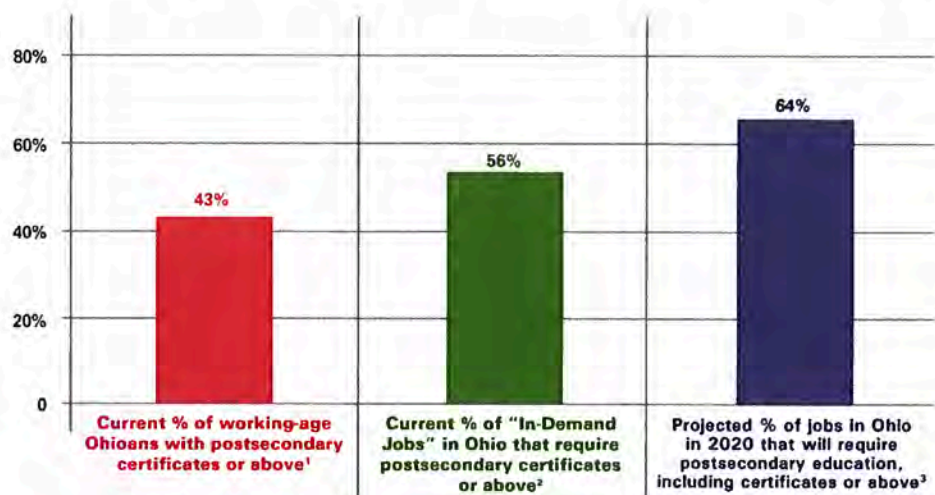
Many challenges remain, however – none bigger than how to ensure an adequate supply of knowledgeable, highly skilled, globally competitive workers.

### Ohio's Talent Gap: A Looming Crisis

Ohio's short-term and long-term economic development efforts are rightly focused on job retention and job creation. **Ohio's ability to attract and retain jobs is the key to our state's economic future and hinges on the educational attainment levels of our citizenry.** To win the global competition for business investment and jobs, Ohio must be among the leaders in developing individuals with the knowledge, skills and postsecondary credentials that meet the needs of employers seeking to fill in-demand jobs.

While it's true that Ohio's economy is rebounding and gaining momentum, **a severe and well-documented "talent gap" threatens our state's continued economic competitiveness and growth.** Simply put, Ohio has a substantial shortage of working-age adults (ages 25-64) with the postsecondary-level credentials required to fill and succeed in current, evolving and future jobs. The gap exists now and will only grow in coming years.

#### It's Clear: Ohio Must Increase Education Attainment Levels



<sup>1</sup>Source: American Community Survey

<sup>2</sup>Source: Governor's Office of Workforce Transformation

<sup>3</sup>Source: Georgetown University Center on Education and the Workforce



How serious is the threat? According to the Georgetown Center on Education and the Workforce, 64 percent of Ohio jobs in 2020 will require postsecondary education.<sup>1</sup> And a new Lumina Foundation report shows that just 43.2 percent of working-age adults in Ohio have a postsecondary certificate or degree,<sup>2</sup> which is slightly below the nation's overall postsecondary attainment rate of 45.3 percent. The shortage of adequately credentialed workers, exacerbated by the flood of retiring Baby Boomers, is a looming economic crisis – in Ohio, nationally and globally.

Consider this observation from a McKinsey Global Institute report published in 2012:

“... Based on current trends, there are potentially serious gaps in the supply of workers with the skills that will be needed to drive 21st-century economies, and a growing surplus of workers with more limited skills. Avoiding these imbalances (in both advanced and developing economies) and their consequences will require an unprecedented commitment to education and training.”

(The World at Work: Jobs, Pay and Skills for 3.5 Billion People)

Unfortunately, at the current rate Ohio students are earning degrees and certificates, our state will fall well short of closing that gap; in fact, if we stand back and do nothing, we actually will lose ground, resulting in an even larger gap. To produce the number of highly skilled workers with postsecondary credentials required to meet the needs of employers, **Ohio will need to produce, by 2025, an estimated 1.3 million more adults with high-quality postsecondary certificates or degrees.** Stated another way, at Ohio's current rate of production, by 2025, almost 2 million Ohioans will lack the postsecondary education or training needed to be competitive in the labor market. Urgent and significant action is needed; even if we improve Ohio's performance by increasing college access and increasing college credentials to the same level as leading states, we will still have a shortfall of hundreds of thousands of credentialed workers with the knowledge and skills needed to fill projected workforce needs in Ohio in 2025.

The economic impact on our state would be crippling.

The problem is not just a matter of quantity of workers; it's also a matter of quality – that is, a heightened need for credentials valued by the labor market. The Ohio Governor's Office of Workforce Transformation reports that 56 percent of Ohio's "in-demand" occupations currently require a certificate or degree, but again, Ohio's current attainment rate is only 43.2 percent. Moreover, the education requirements of in-demand jobs are anticipated to increase over the next 10 years. Consequently, as we work to increase overall postsecondary attainment, we must make sure that the credentials Ohioans are earning align with the jobs that are available, the jobs we want to attract and the jobs Ohioans want to have.

<sup>1</sup> Georgetown University Center on Education and Workforce. *Recovery: Job Growth and Education Requirements Through 2020*. June 2013. The 64% figure includes not only jobs needing postsecondary certificates or higher, but also jobs requiring "some college."

<sup>2</sup> Lumina Foundation. *A Stronger Nation*. 2016.



To succeed in this endeavor, Ohio must improve outcomes at all stages along the education pipeline. For example:

- Ohio’s K-12 system is developing rigorous academic standards, administering new assessments, offering programs in which high school students can earn college credits while still in high school, implementing enhanced career counseling, reducing dropouts and collaborating with the state’s institutions of higher education to strengthen alignment of secondary curriculum and postsecondary curriculum, so more students leave high school ready for college or careers.
- Ohio’s postsecondary education institutions are helping to achieve the Ohio Attainment Goal 2025 in many ways. First and foremost, Ohio colleges and universities have embraced a nationally acclaimed outcome-based funding formula. They also are providing comprehensive student support services critical to improving success rates, reducing tuition, raising more funds for student financial aid, and encouraging and incentivizing “on-time” completion of their degree and certificate programs.
- Ohio’s workforce development and adult learning providers are contributing to the effort to increase the number of Ohioans with postsecondary credentials in major ways. Intensive efforts are underway to improve communication and collaboration between businesses and educators, to improve information sharing about in-demand job openings and job requirements, to connect qualified job seekers to in-demand occupations and careers, and employers to skilled, job-ready workers, and to broaden pathways to good jobs and promising careers.

If, however, Ohio fails to close the talent gap, jobs with opportunities for growth and advancement will disappear. This would be a terrible outcome for the residents of our state. The economic and noneconomic benefits of postsecondary education credentials are widely known and acknowledged. A 2014 report from the Pew Research Center notes:

“On virtually every measure of economic well-being and career attainment – from personal earnings to job satisfaction to the share employed full time – young college graduates are outperforming their peers with less education. And when today’s young adults are compared with previous generations, the disparity in economic outcomes between college graduates and those with a high school diploma or less formal schooling has never been greater in the modern era.” (The Rising Cost of Not Going to College)

Both the link between education level and poverty, and the value of postsecondary education credentials, are powerfully illustrated by these numbers:

Percentage of Ohioans Age 25 or Older Living in Poverty	
Less than a high school diploma:	29.8 percent
Just a high school diploma:	13.8 percent
Some college or an associate degree:	11.6 percent
Bachelor’s degree or higher:	4.0 percent

The impact of these disparities in economic outcomes is felt most severely by segments of the population that are disproportionately poor and historically underrepresented in our institutions of



higher learning. While educational attainment rates overall are increasing, college completion rates differ considerably across demographic groups. Existing gaps in the educational attainment by race must be closed if we are to flourish as a nation, as a state and as individuals.

## **Closing Ohio's Talent Gap: A Bold Goal**

All of this adds up to one conclusion: Ohio faces a clear and compelling imperative to increase educational attainment levels – and this imperative must be the number-one public policy priority for our state leaders and our postsecondary institutions.

So how do we meet the education and training requirements for the jobs of tomorrow? First, we must believe we actually can close the talent gap with increased educational attainment – and then commit to do it. That is why we have established a bold statewide goal for educational attainment:

**65 percent of Ohioans, ages 25-64, will have a degree, certificate or other postsecondary workforce credential of value in the workplace by 2025.**

Succeeding in this goal means that almost 2 million Ohioans will attain a credential or degree of value. Our intention is that this goal will keep the state's eyes fixed on this priority and remind us how we should align our policies and practices toward increasing educational attainment.

College-level learning is key to individual opportunity, competitive advantage and economic prosperity – for individuals, for businesses and for the state. Ohio's Attainment Goal 2025 stakes out a specific target for optimizing those benefits.

### **Strategic Priorities**

To achieve Ohio's 2025 Attainment Goal, we must be relentless in our focus on these critical pillars.

- **Aligning credentials to "In-Demand Jobs":** Ohioans must earn credentials that will allow them to get, keep and advance in present and future jobs.
- **Identifying, validating and counting all levels of credentials:** It is important for Ohioans to earn postsecondary certificates, industry licenses and certifications, associate degrees, baccalaureate degrees and advanced degrees to build a robust workforce.
- **Achieving attainment rates with greater parity among people of all races:** Ohio's population of people of color continues to grow, but gaps in educational attainment rates persist. Ohio has a roughly 14 percentage point difference between attainment rates of whites and the attainment rates of African-Americans, and a 15 percentage point difference between whites and Latinos.



To meet our workforce demand and new state attainment goal, increased numbers of Ohioans of every race need to earn postsecondary credentials of value in the workplace.

- **Educating more adults:** Ohio is aging. We cannot rely only on the aspirations of our current K-12 students to meet the 65 percent attainment goal by 2025. We need to increase enrollment and completion of adults ages 25-64. That will require special attention to the half-million working-age adults without a high school diploma, to help them achieve a high school credential plus postsecondary certificate or industry certification.
- **Rethinking systems:** Ohio must continue to rethink the way our systems educate and serve students. Barriers to attainment must be removed, and we all must be willing to do the business of education and workforce development differently if it means better outcomes for students.
- **Acting in local communities:** The actions to reach these goals will come from the organizations and individuals on the front line of education and workforce development in their communities. Each region is encouraged to set its own postsecondary educational attainment goals to meet the needs for a diverse, skilled workforce. Together, we must also explore how state-level policy and practice can best support communities in making progress toward the goals for their communities and the state.
- **Monitoring and measuring progress:** At the local and state level, we must monitor the indicators of attainment to see what levers are affecting the changes we want to see. This may include many data points, from trends in math and reading proficiency among K-12 students to enrollment and persistence rates among college students, with a keen eye to demographic disparities among the results, as well as alignment of educational credentials to in-demand jobs.

## Call to Action

We face a looming workforce crisis in Ohio. Urgent action is required.

We must embrace this challenge to ensure a promising future with a strong economy, strong businesses and strong communities and families. We ask that you join us in this effort by (1) engaging in the statewide conversation; (2) adopting or endorsing this statewide goal and attainment goals specific to your city, county or region; (3) collaborating with other stakeholders in your community to maximize resources, share best practices and coordinate efforts; and (4) setting targets for leading indicators to educational attainment on which you have some impact.

Closing Ohio's talent gap will not be easy. The gap is large. The stakes are high, and the need for action is urgent. Our state's long-term economic viability hangs in the balance.

UPDATED: MAY 2017

Ohio needs to increase the percentage of working age Ohioans with a postsecondary certificate or degree to 65% by 2025. In order to reach this goal, Ohio needs to mobilize to raise educational attainment for in-demand, living wage occupations for citizens in every region, of every race and of every background.

 **OhioHigherEd**  
Department of Higher Education

[ohiohighered.org/attainment](http://ohiohighered.org/attainment)



**GOVERNMENT/RESEARCH/BUSINESS ENGAGEMENT (JULY 2020 – AUGUST 2020)**

<b>ORGANIZATION</b>	<b>IMPACT</b>	<b>TOPIC</b>	<b>ACADEMIC CONNECTION</b>
<b>YSU IBM ITWA</b>	REGIONAL/NATIONAL	WORKFORCE DEVELOPMENT: PRE-APPRENTICE AND APPRENTICESHIPS	ETC/OAA
<b>COMMUNITIES OF EXCELLENCE BI-WEEKLY ONLINE LEARNING SESSION</b>	NATIONAL	COLLABORATIVE STRATEGIC PLANNING AMONGST MAHONING VALLEY ORGANIZATIONS	COMMUNITY OUTREACH
<b>UNIV. OF NORTHERN IOWA COLLABORATION FOR DEFENSE SUPPLIERS</b>	NATIONAL (HOUSE BUDGET)	3DP DEFENSE APPROPRIATION REQUEST	ETC/STEM
<b>OAK RIDGE NATIONAL LABS</b>	NATIONAL (HOUSE BUDGET)	DESIGNATION OF YSU AS A HYBRID MANUFACTURING SPOKE	ETC/STEM
<b>DOE/ORNL</b>	NATIONAL (HOUSE BUDGET)	COLLABORATION BETWEEN DOE/BRITE INNOVATORS	STEM
<b>DRIVE OHIO</b>	REGIONAL	ESTABLISH STATE AUTONOMOUS VEHICLE CONFERENCE IN YOUNGSTOWN 2021	STEM
<b>LORDSTOWN MOTORS CO.</b>	NATIONAL	WORKFORCE TRAINING/RESEARCH DISCUSSION	STEM
<b>LG CHEM</b>	INTERNATIONAL	WORKFORCE TRAINING/RESEARCH DISCUSSION	STEM
<b>NEO ITWA COALITION</b>	REGIONAL/NATIONAL	DEPT. OF LABOR GRANT APPLICATION: TRI-CCC/LAKELAND/STARK STATE	ETC/OAA
<b>COVID TECHNOLOGIES</b>	STATE	YSU ALUMNUS ESTABLISHING NE OHIO OPERATIONS FOR DEFENSE CONTRACTOR SPECIALIZING IN COMPUTATIONAL PHYSICS	STEM
<b>LORDSTOWN SMART LOGISTICS HUB</b>	NATIONAL	BUILD GRANT PROPOSAL 2021	ETC/STEM
	Ongoing: Successful Resolution		
	Progress Continuing		
	New Engagement		
	Engagement Ended		

## Construction Status

**On Time:** (March 2021)

**On Budget:** (\$12.1 million)

## ETC Staff Additions

### **Operations Manager**

*Jay Wargacki* (Jan.)

### **Research Scientist**

*Cameron Gygi* (Aug.)

### **Program Director**

*Jackie Ruller* (Nov.)

## ETC/MVICC WERC Sustainability Projects

### **Workforce** –

EGCC Machining Certification Programs

DOL Grant Submissions: - ASTM & Auburn University  
- Fanuc and Rockwell Automation

### **Education** –

STEM and EGCC Curriculum Integration

### **Research** –

Quarter 4 Submissions in Additive Mfg.:

- APEX/Mobodyne – Air Force
- Brigham Young University – Dept. of Energy
- YBI- NIST

Projected Research Funds to YSU - \$750,000

### **Commercial R&D** –

MELD, 3D Systems, USAF 910<sup>th</sup>

**YSUF Gift Processing Summary - July, 2020 - Sept., 2020 Vs. July, 2019 - Sept., 2019**

	<b><u>Total July, 2020 - Sept., 2020</u></b>	<b><u>Total July, 2019 - Sept., 2019</u></b>	<b><u>Difference 2020/2019</u></b>
<b>Development (New Gifts and New Pledges):</b>			
YSU	\$187,246.48	\$1,021,021.64	-\$833,775.16
YSUF	\$2,060,639.44	\$1,166,189.70	\$894,449.74
<b>Total Development (New Gifts and New Pledges)</b>	<b>\$2,247,885.92</b>	<b>\$2,187,211.34</b>	<b>\$60,674.58</b>
<b>Planned Giving/Charitable Gift Annuities</b>	<b>\$1,550,000.00</b>	<b>\$285,000.00</b>	<b>\$1,265,000.00</b>
<b>Pledge Payments (For Pledges Currently or Previously Included as Development):</b>			
YSU	\$296,342.85	\$881,958.07	-\$585,615.22
YSUF	\$552,792.10	\$519,835.16	\$32,956.94
<b>Total Pledge Payments</b>	<b>\$849,134.95</b>	<b>\$1,401,793.23</b>	<b>-\$552,658.28</b>
<b>Non-Gift Clearing - YSU</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Non-Gift Clearing - YSUF</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Number of New Gifts	397	560	-163
Number of Pledges	6	14	-8
Number of Payments	115	204	-89
Number of Planned Gifts/Charitable Gift Annuities	4	2	2
Non-Gift Clearing	0	0	0





**YOUNGSTOWN  
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UNIVERSITY**

**BOARD OF TRUSTEES  
INSTITUTIONAL ENGAGEMENT COMMITTEE  
Molly S. Seals, Chair  
Allen L. Ryan, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
December 2, 2020**

- |  |              |
|--|--------------|
| <b>1. Alumni and Events Calendar</b>                   | <b>Tab 1</b> |
| <b>2. Commencement Fall 2020 Update</b>                | <b>Tab 2</b> |
| <b>3. Covid Kit Distribution Update</b>                | <b>Tab 3</b> |
| <b>4. Marketing Communications Campus News of Note</b> | <b>Tab 4</b> |



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**OFFICE OF ALUMNI AND EVENTS**

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**Scheduled Events Fall 2020**

**Thursday, November 5**

Purpose:

**Alumni Lecture Series featuring Angel Rivera '03**

Alumni connection and lifelong learning

*Angel Rivera is a bridal gown designer and owner of Angel Rivera Couture, based in New York City. The title of his lecture is "A Dream and the Perseverance to Make it into a Reality". The lecture will be moderated by President Emeritus Dr. Cynthia Anderson, who was a mentor to Angel when he was a student.*

Place:

Virtual on @ysualumni Facebook

Time:

7:00 pm

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Wednesday, November 11**

Purpose:

**Veterans Day Alumni Recognition**

Alumni connection and recognition

*CPT Kelli Buncic '12, an accomplished alumna working in cybersecurity at the National Security Agency, recognizes veterans and shares her story in a video to be emailed to veteran and ROTC graduates and shared on alumni social media.*

Place:

Email; @ysualumni Facebook, Twitter and Instagram

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Thursday, November 12**

Purpose:

**Alumni Lecture Series featuring Jason Moncrief '02**

Alumni connection and lifelong learning

*Jason Moncrief has held elite tuba and flute performance roles around the world, including the national and international tour of Disney's Broadway hit "Beauty and the Beast" and the Tony and Emmy Award winning show "BLAST". The title of his lecture is "Carving a New Performance Path: The Modern-Day Performer." The lecture will be moderated by Jaietta Jackson, Senior Lecturer in Communication.*

Place:

Virtual on @ysualumni Facebook

Time:

7:00 pm

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Mid-November**

Purpose:

**Half Century Club Reunion Celebration**

Recognition of the 50-year anniversary of the class of 1970  
*In lieu of an in-person celebration this year, class members have shared reflections, updates and memorabilia for use in a commemorative document. A celebration video will be shared with class members and through email and social media - with archival footage, class member testimonies, remarks by President Tressel and scenes from campus today. A class website has also been created at [ysu.edu/halfcentury](http://ysu.edu/halfcentury).*

Place:

Email, @ysualumni Facebook, [ysu.edu/halfcentury](http://ysu.edu/halfcentury)

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Sunday, November 15**

Purpose:

**Washington D.C. Alumni Chapter Virtual Wine Tasting**

Alumni connection  
*Hosted by Washington D.C. Alumni Chapter leader Max Gocala-Nguyen '15 and wine director/sommelier Nicole Bernard.*

Place:

Webex

Time:

3:00 pm

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Tuesday, November 24**

Purpose:

**YSU Alumni and Friends Virtual Book Club Meeting**

Alumni connection, partnership with Public Library of Youngstown and Mahoning County and Maag Library  
*The November book voted on by book club participants is "Killers of the Flower Moon: The Osage Murders and the Birth of the FBI".*

Place:

Virtual on @ysuvirtualbookclub Facebook

Time:

7:00 pm

Contact:

Heather Belgin – 330-941-1591 or [habelgin@ysu.edu](mailto:habelgin@ysu.edu)

**Sunday, December 13**

Purpose:

**Commencement**

Virtual celebration for our graduates

Place:

Virtual on [www.ysu.edu](http://www.ysu.edu)

Time:

2:00 pm

Contact:

Jackie LeViseur – 330-941-2136 or [jmlevisueur@ysu.edu](mailto:jmlevisueur@ysu.edu)





**YOUNGSTOWN  
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**OFFICE OF ALUMNI AND EVENTS**

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**Commencement Fall 2020 Update**

Commencement will again be virtual for the Fall. It will air on December 13, 2020 at 2:00 pm on the YSU website and will be available after on YouTube.

Filming for the ceremony will take place November 17<sup>th</sup> – 19<sup>th</sup> in Ford Theater Bliss Hall. Speakers will include President Tressel, Provost Smith, the Deans, the featured speaker, Mayor Tito Brown and the student speaker, Kristen Thompson from the College of Science, Technology, Mathematics and Engineering. Mayor Brown will receive the Honorary Doctor of Law Degree.

The National Anthem will be sung by Sierra McCorvey, student, College of Graduate Students and the Alma Mater by Dr. Misook You, professor, Dana School of Music. The ROTC will Post the Colors and present a Commissioning Service.

Graduates are currently submitting personal photos to be included in the presentation. A social media campaign will take place leading up the ceremony.



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**OFFICE OF ALUMNI AND EVENTS**

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**COVID Kit Distribution Recap**

COVID-19 Safety Kits were distributed to the campus community including students, faculty and staff throughout the fall semester. The kits included a copy of the Penguin Pledge, one bottle of hand sanitizer and two washable cloth face masks.

Welcome week took place from August 17<sup>th</sup> – 21<sup>st</sup> and in that time approximately 5,000 kits were distributed.

Permanent distribution sites have been set up within Kilcawley Center and the distribution team has worked throughout the semester to distribute over 9,000 kits to the campus community, alumni, volunteers and local businesses.

As a final distribution, the team will provide additional kits to students in the residence halls to take home to their families. This will be a part of the “Take What You Know Home” social media campaign that will take place over Thanksgiving break.



#### Partnering with the AF

YSU is part of a new \$30 million workforce initiative aimed at increasing the security and reliability of microelectronics systems used by the military. Led by the Air Force, the program provides YSU \$2.2 million to increase the number of digital design engineers with expertise in microelectronics, a need the Air Force says current academic programs across the nation are not meeting.

#### Lucky 13

YSU faculty members Daniel Van Dussen, Martha I. Pallante and Amy Laurel Fluker have been named to endowed faculty positions. Van Dussen, professor of Gerontology and an active advocate and leader for the region's aging population, is the first YSU DePizzo Endowed Chair in Gerontology. Pallante, professor of Early American History, author and a leading expert on local history, is the first Charles Darling Endowed Faculty Chair in American Social History. And Fluker, assistant professor of History who specializes in the study of Civil War memory, is the first Robert W. Reeder I Memorial Endowed Professor of History. YSU now has 13 endowed faculty positions.



Mariah DeFuria and Doug Genna

#### Patently historic

A new material patented by a YSU professor and student could lead to a process to help remove the increasingly dangerous amounts of pharmaceuticals in the tap water coming into our homes. Doug Genna, associate professor of Chemistry, and Mariah DeFuria, a 2017 YSU graduate with a bachelor's degree in Chemistry, received the patent for designing a material that can bind and remove pharmaceuticals from water. DeFuria, an undergraduate Chemistry student when the research was conducted, is believed to be the first student co-inventor on an issued patent in YSU history. She is now a student in YSU's Doctor of Physical Therapy program.

#### Outperformance

An investment fund managed by YSU students continues to significantly outperform stock market benchmarks as its value has grown to more than \$2 million, making it one of the largest student-managed funds in the nation. The YSU Student Investment Fund, started in 2008 with a gift of \$250,000 from the YSU Foundation, has outperformed the S&P 500 Index in eight out of the last nine years.

#### DNP starts

YSU's new Doctor of Nursing Practice degree launches in May 2021 with a cohort of 20 students. The 36-month program is offered in collaboration with the St. Elizabeth Health Center School of Nurse Anesthetists. The move from the master's degree to the doctoral program is in response to a mandate by the Council on Accreditation of Nurse Anesthesia Educational Programs that all certified registered nurse anesthetist programs transition to a doctoral degree by January 2022.

#### A cool \$1M

Alumni Suellen and Michael Weir donated \$1 million to establish a half-tuition scholarship for full-time YSU undergraduate Engineering or Science majors. Suellen received a bachelor's degree in Education from YSU in 1973, while Michael earned a bachelor's in Mechanical Engineering in 1971 and a master's in Business Administration in 1977. They met at YSU. Suellen was homecoming queen in 1970. In 1982, Michael founded Total Equipment Company, a supplier of pumps and air compressors for Pennsylvania and West Virginia, including sales and service.

#### Top honors

This year's freshman class in YSU's Honors College is the largest in university history. The college's 337 freshmen enrolled this Fall semester tops the previous high of 328 freshmen in Fall 2017. There is currently a total of 1,277 students in the Honors College.

#### Five and counting

For the fifth consecutive year, the YSU chapter of Pi Sigma Alpha, the National Political Science Honor Society, received the national Best Chapter Award, given to only 16 of the society's 700 chapters nationwide. "It is a strong recognition of how great our students are that we stand out in this way," said Adam Fuller, associate professor of Political Science.

#### New trustees

The YSU Board of Trustees has three new members. Joseph J. Kerola of Hubbard, president and chief executive of PI&I Motor Express Inc., was appointed to the board by Gov. Mike DeWine. The governor also appointed Galena Lopuchovsky of Poland, a YSU sophomore majoring in Biology, as a student trustee. In addition, the Board of Trustees appointed Helen K. (Lamb) Lafferty, a two-time YSU alum and veteran administrator and faculty member at Villanova University, to the position of national/global trustee.



Joseph J. Kerola, Galena Lopuchovsky and Helen K. (Lamb) Lafferty are the newest members of the YSU Board of Trustees.

**INVESTMENT SUBCOMMITTEE  
AGENDA**



**YOUNGSTOWN  
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**BOARD OF TRUSTEES  
INVESTMENT SUBCOMMITTEE**

**Capri S. Cafaro, Chair**

**Charles T. George, Vice Chair**

**Allen L. Ryan, Jr.**

**Joseph J. Kerola**

**Victoria M. Woods**

**Wednesday, December 2, 2020  
1:30 p.m. or immediately following  
previous meeting**

<https://ysu.edu/board-of-trustees>

**AGENDA**

**A. Disposition of Minutes for Meeting Held September 2, 2020**

**B. Old Business**

**C. Committee Items**

**1. Discussion Item**

**C.1.a. = Tab 1      a. December 2, 2020 Quarterly Portfolio Asset Allocation and Investment Performance Review**  
Sarah Parker and John Colla, will report.

**2. Action Item**

**C.2.a. = Tab 2      a. Resolution to Approve Clearstead's Recommendation to Rebalance the Non-Endowment Long-Term Investment Pool**  
Sarah Parker and John Colla, will report.

**D. New Business**

**E. Adjournment**





*December 2, 2020*

# **YOUNGSTOWN STATE UNIVERSITY**



*1100 Superior Avenue East Suite 700  
Cleveland, Ohio 44114  
216.621.1090 | [clearstead.com](https://www.clearstead.com)*

# CONTENTS

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1. 2020 Initiatives / Draft 2021 Initiatives
2. Capital Markets Update
3. Non-Endowment Assets: Performance & Asset Allocation Review
  - Portfolio Recommendations **(ACTION)**
  - Peer Asset Allocation Analysis
  - Fee Review

## **APPENDIX**

Endowment Assets: Performance & Asset Allocation Review  
Supporting Information

# 2020 OVERSIGHT DASHBOARD

		1Q	2Q	3Q	4Q	COMMENTS:
STRATEGIC / ADMINISTRATIVE	Investment Policy Review			✓		
	Strategic Asset Allocation Review			✓		
	Peer Review				✓	
	2021 Oversight Dashboard				✓	
	STAR Ohio/Plus Annual Review			✓		Completed with STAR Ohio in July 2020.
PORTFOLIO	Fixed Income Review	✓				
	Alternative Investments Review			✓		
	Domestic Equity Review					2021 Initiative
	International Equity Review					2021 Initiative
PERFORMANCE	Capital Markets Review	✓	✓	✓	✓	
	Quarterly Performance Review	✓	✓	✓	✓	
OTHER	Fee Review				✓	
	ORC Compliance Review			✓		
	ORC Guidelines Education			✓		
	Clearstead Firm Update	✓				

## LAST REVIEWED

Investment Policy:	09/02/2020
Strategic Asset Allocation:	09/02/2020
Fee Review:	12/02/2020

## MEETING SCHEDULE

1Q:	March 4, 2020
2Q:	June 3, 2020
3Q:	September 2, 2020
4Q:	December 2, 2020

# DRAFT 2021 OVERSIGHT DASHBOARD

		1Q	2Q	3Q	4Q	COMMENTS:
STRATEGIC / ADMINISTRATIVE	Investment Policy Review			<input type="checkbox"/>		
	Strategic Asset Allocation Review			<input type="checkbox"/>		
	Peer Review				<input type="checkbox"/>	
	2022 Oversight Dashboard				<input type="checkbox"/>	
	STAR Ohio/Plus Annual Review			<input type="checkbox"/>		
PORTFOLIO	Fixed Income Review				<input type="checkbox"/>	
	Alternative Investments Review		<input type="checkbox"/>			
	Domestic Equity Review	<input type="checkbox"/>				Small Cap Value Recommendation
	International Equity Review	<input type="checkbox"/>				
PERFORMANCE	Capital Markets Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Quarterly Performance Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
OTHER	Fee Review			<input type="checkbox"/>		
	ORC Compliance Review			<input type="checkbox"/>		
	Clearstead Firm Update	<input type="checkbox"/>				

**LAST REVIEWED**  
 Investment Policy: 09/02/2020  
 Strategic Asset Allocation: 09/02/2020  
 Fee Review: 12/02/2020

**MEETING SCHEDULE**  
 1Q: March 2021  
 2Q: June 2021  
 3Q: September 2021  
 4Q: December 2021



## **CAPITAL MARKETS UPDATE**

# QUARTERLY THEMES

---

## WHAT HAPPENED LAST QUARTER?

- Risk assets continued their rally, cooling off towards quarter end
- Some areas of equity markets reached all-time highs
- Economic stabilization, particularly in manufacturing
- Progress towards COVID-19 vaccines and treatments
- No definitive progress on additional fiscal measures

## WHAT WE'RE FOCUSING ON?

- Potential elevated volatility around the U.S election and pursuit of a vaccine
- Continuance of monetary and fiscal policy support
- Earnings forecasts and their expected rebound

# HISTORICAL ASSET CLASS RETURNS

2011	2012	2013	2014	2015	2016	2017	2018	2019	Q1 2020	Q2 2020	Q3 2020	2020
US Bonds 7.8%	REITs 20.1%	Sm/Mid 36.8%	REITs 27.2%	REITs 2.3%	Sm/Mid 17.6%	Em Mkt 37.3%	Cash 1.9%	Large Cap 31.5%	US Bonds 3.2%	Sm/Mid 26.6%	Em Mkt 9.6%	US Bonds 6.8%
REITs 7.3%	Em Mkt 18.2%	Large Cap 32.4%	Large Cap 13.7%	Large Cap 1.4%	Hi Yld 17.5%	Dev Intl 25.0%	US Bonds 0.0%	REITs 28.1%	Cash 0.6%	Large Cap 20.5%	Large Cap 8.9%	Large Cap 5.6%
Glb Bond 5.2%	Dev Intl 17.3%	Dev Intl 22.8%	Sm/Mid 7.1%	US Bonds 0.6%	Large Cap 12.0%	Large Cap 21.8%	Glb Bond -0.9%	Sm/Mid 27.8%	Glb Bond -1.5%	Em Mkt 18.1%	Sm/Mid 5.9%	Glb Bond 4.7%
Hi Yld 4.4%	Sm/Mid 17.9%	Hdg Fnds 9.0%	US Bonds 6.0%	Cash 0.1%	Em Mkt 11.2%	Sm/Mid 16.8%	Hi Yld -2.3%	Dev Intl 22.0%	Hdg Fnds -6.0%	Dev Intl 14.9%	Dev Intl 4.8%	Hdg Fnds 2.5%
Large Cap 2.1%	Large Cap 16.0%	Hi Yld 7.4%	Hdg Fnds 3.4%	Hdg Fnds -0.3%	REITs 9.3%	Glb Bond 9.3%	Hdg Fnds -4.0%	Em Mkt 18.4%	Hi Yld -13.1%	REITs 14.0%	Hi Yld 4.7%	Cash 0.5%
Cash 0.1%	Hi Yld 15.6%	REITs 3.2%	Hi Yld 2.5%	Dev Intl -0.8%	US Bonds 2.7%	REITs 9.3%	Large Cap -4.4%	Hi Yld 14.4%	Large Cap -19.6%	Hi Yld 9.6%	Hdg Fnds 4.2%	Hi Yld -0.3%
Sm/Mid -2.5%	Hdg Fnds 4.8%	Cash 0.1%	Cash 0.0%	Sm/Mid -2.9%	Glb Bond 1.9%	Hdg Fnds 7.8%	REITs -4.4%	US Bonds 8.8%	Dev Intl -22.8%	Hdg Fnds 7.2%	Glb Bond 3.8%	Em Mkt -1.2%
Hdg Fnds -5.7%	US Bonds 4.2%	US Bonds -2.0%	Em Mkt -2.2%	Hi Yld -4.6%	Dev Intl 1.0%	Hi Yld 7.5%	Sm/Mid -10.0%	Hdg Fnds 8.4%	Em Mkt -23.6%	US Bonds 2.9%	REITs 1.5%	Sm/Mid -5.8%
Dev Intl -12.1%	Glb Bond 1.8%	Em Mkt -2.6%	Glb Bond -2.8%	Glb Bond -4.8%	Hdg Fnds 0.5%	US Bonds 3.5%	Dev Intl -13.8%	Glb Bond 5.0%	REITs -25.4%	Glb Bond 2.3%	US Bonds 0.6%	Dev Intl -7.1%
Em Mkt -18.4%	Cash 0.1%	Glb Bond -4.9%	Dev Intl -4.5%	Em Mkt -14.9%	Cash 0.3%	Cash 0.9%	Em Mkt -14.6%	Cash 2.3%	Sm/Mid -29.7%	Cash 0.0%	Cash 0.0%	REITs -13.8%

Past performance is not a guarantee of future results. Asset classes represented by: Large Cap – S&P 500 Index; Sm/Mid – Russell 2500 Index; Dev Intl – MSCI EAFE Index; Em Mkt – MSCI Emerging Markets Index; Hi Yld – Bank of America Merrill Lynch U.S. High Yield Master II; U.S. Bonds – Barclays Capital U.S. Aggregate; Glb Bond – Barclays Capital Global Treasury ex U.S.; REITs – NAREIT ALL REITs; Hdg Fnds – HFRI FOF: Diversified Index; Cash – Merrill Lynch 91-day Tbill. Data as of 9/30/2020. Source: Morningstar Direct.

# U.S. ECONOMIC PROJECTIONS

## FEDERAL RESERVE BOARD MEMBERS & BANK PRESIDENTS

		2020	2021	2022	2023	LONGER RUN*
<b>GDP</b>	September 2020	-3.7%	4.0%	3.0%	2.5%	1.9%
	June 2020	-6.5%	5.0%	3.5%		1.8%
<b>Unemployment Rate</b>	September 2020	7.6%	5.5%	4.6%	4.0%	4.1%
	June 2020	9.3%	6.5%	5.5%		4.1%
<b>Core PCE Inflation</b>	September 2020	1.5%	1.7%	1.8%	2.0%	
	June 2020	1.0%	1.5%	1.7%		
<b>Federal Funds Rate</b>	September 2020	0.1%	0.1%	0.1%	0.1%	2.5%
	June 2020	0.1%	0.1%	0.1%		2.5%
<b># of implied 25 bps rate changes year</b>	September 2020	0	0	0	0	
	June 2020	0	0	0		

\*Longer-run projections: The rates to which a policymaker expects the economy to converge over time – maybe in five or six years – in the absence of further shocks and under appropriate monetary policy.

Source: Federal Reserve.  
Data as of 9/30/2020. Past performance is not a guarantee of future results.





**NON-ENDOWMENT ASSETS:  
PERFORMANCE & ASSET ALLOCATION  
REVIEW**

# NON-ENDOWMENT PERFORMANCE REVIEW (AS OF 9/30/2020)

NON-ENDOWMENT ASSETS	MARKET VALUE (\$MM)	QTD	YTD	1 YR	2 YR	3 YR	5 YR	7 YR	10 YR	2019	2018	2017	SINCE INCEPTION <sup>4</sup>
<b>Total Non-Endowment Assets</b>	\$81.156	<b>3.8%</b>	<b>3.1%</b>	<b>6.3%</b>	<b>5.1%</b>	<b>4.9%</b>	<b>5.1%</b>	<b>4.1%</b>	<b>3.9%</b>	<b>11.5%</b>	-1.5%	<b>7.8%</b>	<b>4.0%</b>
	<i>Benchmark<sup>1</sup></i>	2.1%	2.2%	4.5%	4.1%	3.9%	3.9%	3.1%	2.9%	8.7%	-0.4%	5.4%	3.2%
<b>Operating &amp; Short-Term Pool</b>	\$24.206	<b>0.1%</b>	<b>1.1%</b>	<b>1.5%</b>	<b>2.0%</b>	<b>1.8%</b>	1.2%	0.9%	0.7%	<b>2.4%</b>	1.7%	0.7%	0.6%
	<i>Benchmark<sup>2</sup></i>	0.0%	0.8%	1.2%	1.9%	1.7%	1.2%	0.9%	0.7%	2.3%	1.9%	0.8%	0.7%
<b>Long-Term Pool</b>	\$56.950	3.6%	1.1%	5.1%	4.7%	4.9%	5.9%	4.9%	<b>5.0%</b>	<b>15.3%</b>	-3.4%	<b>10.5%</b>	<b>5.1%</b>
	<i>Benchmark<sup>3</sup></i>	3.7%	3.1%	7.0%	5.8%	5.6%	6.1%	5.0%	4.8%	14.2%	-2.4%	9.3%	4.9%

1) 5% BofA Merrill Lynch 91-Day T-Bill / 17% BofA Merrill Lynch US Corp & Gov 1-3 Yrs / 11% BBgBarc US Govt/Credit Int TR / 8% Total Alternatives Benchmark / 15% Russell 3000 / 4% MSCI EAFE Gross.

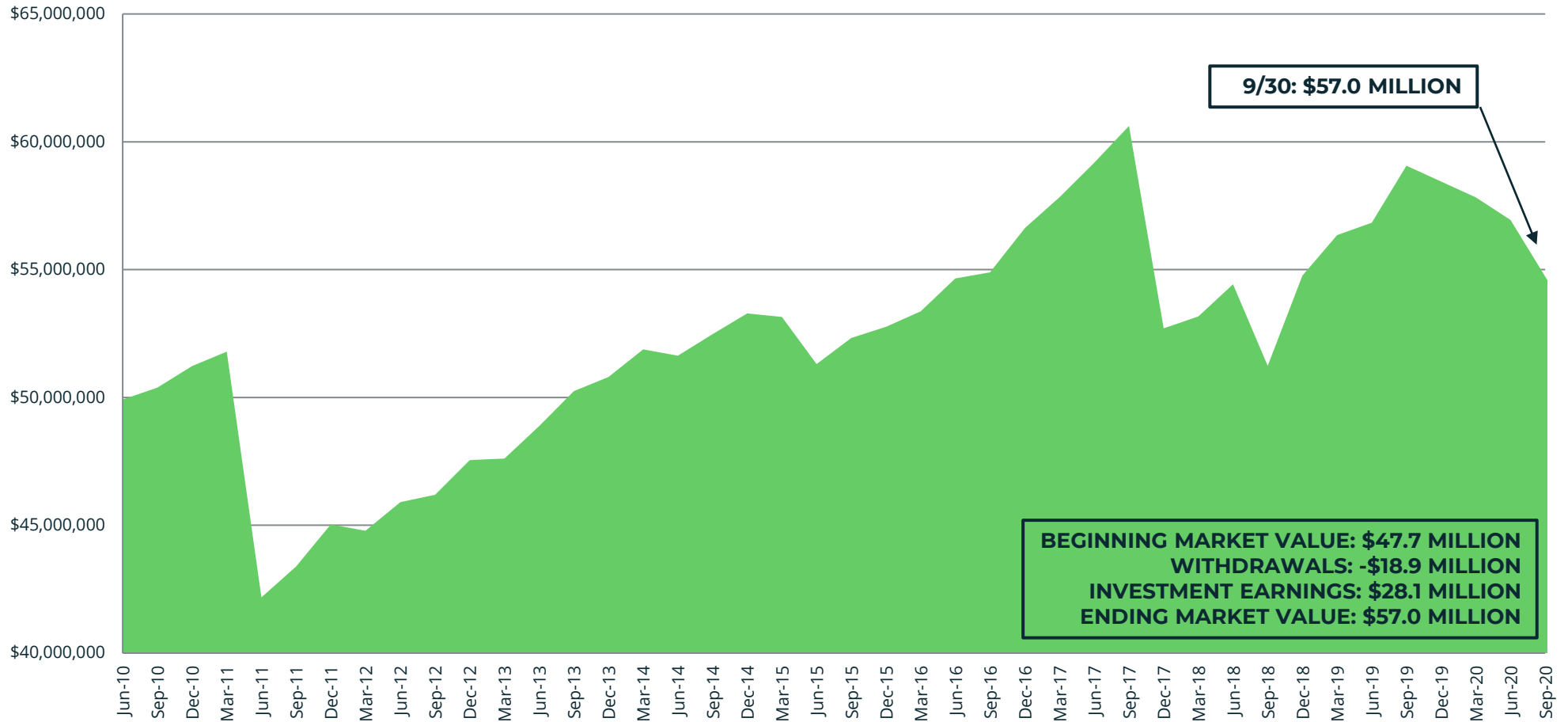
2) 95% BofA Merrill Lynch 91-Day T-Bill / 5% Barclays 1-3 Yr. Govt.

3) 27% Russell 3000 / 8% MSCI EAFE / 15% Total Alternatives Benchmark / 30% BofA Merrill Lynch US Corp & Gov 1-3 Yrs / 20% BBgBarc US Govt/Credit Int TR.

4) Inception date for Long-Term and Short-Term Pools: June 2010, Inception Date for Total Non-Endowment Assets: March 2004.

# ATTRIBUTION OF MARKET VALUE CHANGE: LONG-TERM POOL

**LONG-TERM POOL MARKET VALUE CHANGE  
(7/01/2010-9/30/2020)**



# PORTFOLIO RECOMMENDATIONS (ACTION)

YOUNGSTOWN STATE UNIVERSITY

AS OF OCTOBER 20, 2020

	TICKER	MARKET VALUE (CURRENT)	% OF PORTFOLIO	CHANGES	MARKET VALUE (POST CHANGES)	% OF PORTFOLIO	POLICY TARGET	POLICY RANGE	TACTICAL + / -
<b>Total Operating &amp; Short Term</b>		<b>\$12,205,289</b>	<b>100.0%</b>	<b>\$0</b>	<b>\$12,181,045</b>	<b>100.0%</b>	<b>100.0%</b>		
<b>Operating Assets</b>		<b>\$12,180,113</b>	<b>99.8%</b>		<b>\$12,180,113</b>	<b>100.0%</b>		<b>60-100%</b>	
JPMorgan 100% U.S. Treas. MM Instl	JTSXX	\$12,092,338	99.1%		\$12,092,338	99.3%			
Star Plus*	-	\$54,170	0.4%		\$54,170	0.4%			
Star Ohio*	-	\$33,605	0.3%		\$33,605	0.3%			
<b>Short-Term Assets</b>		<b>\$25,176</b>	<b>0.2%</b>		<b>\$932</b>	<b>0.0%</b>		<b>0-40%</b>	
Vanguard Short-Term Federal Adm	VSGDX	\$932	0.0%		\$932	0.0%			
Cash in Vanguard Account		\$24,244	0.2%		\$24,244	0.2%			
<b>Total Long Term Reserves Pool</b>		<b>\$57,608,658</b>	<b>100.0%</b>	<b>\$0</b>	<b>\$57,608,658</b>	<b>100.0%</b>	<b>100.0%</b>		
<b>Domestic Equity</b>		<b>\$16,713,280</b>	<b>29.0%</b>		<b>\$16,213,280</b>	<b>28.1%</b>	<b>27.0%</b>	<b>20-35%</b>	<b>1.1%</b>
<b>Large Cap</b>		<b>\$11,423,914</b>	<b>19.8%</b>		<b>\$10,923,914</b>	<b>19.0%</b>			
Vanguard Instl Index	VINIX	\$11,423,914	19.8%	-\$500,000	\$10,923,914	19.0%			
<b>Small/Mid Cap</b>		<b>\$5,289,365</b>	<b>9.2%</b>		<b>\$5,289,365</b>	<b>9.2%</b>			
Vanguard Mid Cap Index Adm	VIMAX	\$2,640,611	4.6%		\$2,640,611	4.6%			
Loomis Sayles Small Growth N2	LSSNX	\$1,357,129	2.4%		\$1,357,129	2.4%			
Victory Integrity Small Cap Value Y	VSVIX	\$1,291,626	2.2%		\$1,291,626	2.2%			
<b>International Equity</b>		<b>\$4,984,425</b>	<b>8.7%</b>		<b>\$4,584,425</b>	<b>8.0%</b>	<b>8.0%</b>	<b>0-15%</b>	<b>0.0%</b>
William Blair International Growth I	BIGIX	\$2,813,388	4.9%	-\$400,000	\$2,413,388	4.2%			
Dodge & Cox International Stock	DODFX	\$2,171,037	3.8%		\$2,171,037	3.8%			
<b>Total Equity</b>		<b>\$21,697,705</b>	<b>37.7%</b>		<b>\$20,797,705</b>	<b>36.1%</b>	<b>35.0%</b>	<b>25-45%</b>	<b>1.1%</b>
<b>Alternatives</b>		<b>\$6,485,343</b>	<b>11.3%</b>		<b>\$6,485,343</b>	<b>11.3%</b>	<b>15.0%</b>	<b>0-20%</b>	<b>-3.7%</b>
JPMorgan Strategic Income Opps Fd	JSOSX	\$2,183,120	3.8%		\$2,183,120	3.8%			
Wells Fargo Adv Absolute Return I	WABIX	\$2,100,704	3.6%		\$2,100,704	3.6%			
Diamond Hill Long-Short Y	DIAYX	\$2,201,520	3.8%		\$2,201,520	3.8%			
<b>Fixed Income</b>		<b>\$29,384,479</b>	<b>51.0%</b>		<b>\$30,284,479</b>	<b>52.6%</b>	<b>50.0%</b>	<b>35-75%</b>	<b>2.6%</b>
<b>Short Term Fixed Income</b>		<b>\$16,381,538</b>	<b>28.4%</b>		<b>\$17,281,538</b>	<b>30.0%</b>	<b>30.0%</b>	<b>25-45%</b>	<b>0.0%</b>
YSU Short Term Bond	-	\$11,663,453	20.2%		\$11,663,453	20.2%			
Lord Abbett Short Duration	LLDYX	\$2,752,711	4.8%	\$900,000	\$3,652,711	6.3%			
DFA Five-Year Global	DFGBX	\$1,965,374	3.4%		\$1,965,374	3.4%			
<b>Intermediate Fixed Income</b>		<b>\$13,002,941</b>	<b>22.6%</b>		<b>\$13,002,941</b>	<b>22.6%</b>	<b>20.0%</b>	<b>10-30%</b>	<b>2.6%</b>
JPMorgan Core Bond Fund R6	JCBUX	\$5,633,821	9.8%		\$5,633,821	9.8%			
YSU Intermediate Term Fixed	-	\$4,593,102	8.0%		\$4,593,102	8.0%			
Prudential High Yield Bond R6	PHYQX	\$2,776,018	4.8%		\$2,776,018	4.8%			
<b>Cash &amp; Cash Equivalents</b>		<b>\$41,131</b>	<b>0.1%</b>		<b>\$41,131</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0-5%</b>	<b>0.1%</b>
Equity Account Cash	-	\$41,131	0.1%		\$41,131	0.1%			
<b>Total University Assets</b>		<b>\$69,813,947</b>			<b>\$69,789,703</b>				

\*As of 8/31/2020



## **PEER ASSET ALLOCATION ANALYSIS**

# FY19 ALLOCATION COMPARISONS VS. OHIO STATE UNIVERSITIES

	Current YSU Allocation (ST & LT Pool)	Small State University	Small State University	Mid-Sized State University	Mid-Sized State University	Mid-Sized State University	Mid-Sized State University	Large State University	Large State University	Large State University
Equity	28%	0%	19%	1%	9%	20%	51%	37%	36%	28%
Alternatives	12%	0%	0%	13%	0%	5%	21%	22%	22%	33%
Fixed Income & Cash	60%	100%	81%	86%	91%	75%	28%	41%	42%	38%

Source: State of Ohio Auditor; FY 2019; Asset size range: \$13MM-\$7.3B.



**FEE REVIEW**

# FEE REVIEW (AS OF 9/30/2020)

## YOUNGSTOWN STATE UNIVERSITY INVESTMENTS

### NON-ENDOWMENT ASSETS FEE REVIEW

	Market Value as of 9/30/2020	Estimated Annual Fee (\$)	Expense Ratio (%)	Morningstar Category Average Fee (%)	Morningstar Institutional Average Fee (%)
<b>Total Operating &amp; Short Term</b>					
JPMorgan 100% U.S. Tr Sec MM Inst	\$19,092,338	\$40,094	0.21%	n/a	n/a
Vanguard Short-Term Federal Adm	\$25,176	\$25	0.10%	0.75%	0.56%
STAR Plus	\$54,181	\$44	0.08%	n/a	n/a
STAR Ohio	\$5,034,022	\$4,078	0.08%	n/a	n/a
<b>Total Operating &amp; ST Investment Management Fee</b>	<b>\$24,205,717</b>	<b>\$44,241</b>	<b>0.05%</b>		
<b>Total Domestic Equity</b>	<b>\$16,202,825</b>	<b>\$28,978</b>			
Vanguard Institutional Index	\$11,202,780	\$3,921	0.04%	0.95%	0.73%
Vanguard Mid Cap Index Adm	\$2,534,355	\$1,267	0.05%	1.08%	0.84%
Loomis Sayles Sm Growth N	\$1,275,241	\$10,457	0.82%	1.23%	1.04%
Victory Integrity Small Value Y	\$1,190,449	\$13,333	1.12%	1.24%	1.05%
<b>Total International Equity</b>	<b>\$4,843,710</b>	<b>\$44,102</b>			
William Blair International Growth I	\$2,717,344	\$30,706	1.13%	1.14%	0.98%
Dodge & Cox Internat'l Stock	\$2,126,366	\$13,396	0.63%	1.15%	0.94%
<b>Total Alternatives</b>	<b>\$6,431,585</b>	<b>\$57,907</b>			
JPMorgan Strategic Income Opps Sel	\$2,179,313	\$16,999	0.78%	1.21%	1.09%
Wells Fargo Adv Absolute Return Instl	\$2,082,698	\$17,911	0.86%	1.00%	1.08%
Diamond Hill Long-Short Y	\$2,169,574	\$22,997	1.06%	2.16%	1.62%
Brookfield Global Listed Real Estate I	\$0	\$0	0.95%	1.29%	1.03%
<b>Total Fixed Income</b>	<b>\$29,431,026</b>	<b>\$71,316</b>			
JPMorgan Core Bond	\$5,633,914	\$19,155	0.34%	0.81%	0.54%
YSU Intermediate Term Bond	\$4,621,994	\$6,933	0.15%	0.81%	0.54%
PGIM High Yield R6	\$2,750,110	\$11,550	0.42%	1.02%	0.79%
YSU Short Term Bond	\$11,710,514	\$17,566	0.15%	0.75%	0.49%
Lord Abbett Short Duration Income I	\$2,752,727	\$11,011	0.40%	0.75%	0.49%
DFA Five-Yr Global Fxd-Inc I	\$1,961,767	\$5,101	0.26%	0.83%	0.71%
<b>Total Cash &amp; Cash Equivalents</b>	<b>\$41,131</b>	<b>\$0</b>			
Federated Government Obligations	\$41,131	\$0	0.00%	n/a	n/a
<b>Total LT/Reserves Pool Investment Management Fee</b>	<b>\$56,950,277</b>	<b>\$202,304</b>	<b>0.36%</b>		
<b>Total Assets</b>	<b>\$81,155,994</b>	<b>\$246,544</b>	<b>0.30%</b>		
Clearstead Consulting Fees		\$49,500	0.06%		
Trustee & Custody Fee (PNC)		\$24,347	0.03%		
<b>Total Non-Endowment Assets Fees</b>		<b>\$320,391</b>	<b>0.39%</b>		

Star Ohio fees estimates from the annual report. Alternatives expenses depicted are management and administration expenses, and do not include dividend and interest payments on short sales.





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## **APPENDIX**



**ENDOWMENT ASSETS:  
PERFORMANCE & ASSET ALLOCATION  
REVIEW**

# ENDOWMENT ASSETS: PERFORMANCE & ASSET ALLOCATION (AS OF 9/30/2020)

ENDOWMENT ASSETS	MARKET VALUE	ASSET ALLOCATION	COMPOSITION	QTD	YTD	1 YR	2 YR	3 YR	5 YR	7 YR	2019	2018	2017	SINCE INCEPTION <sup>3</sup>
<b>YSU Endowment Fund</b>	\$12.5 million	75% Equity / 5% Alts / 20% Fixed Income & Cash	Stocks, Bonds, Mutual Funds	<b>7.6%</b>	6.4%	<b>12.6%</b>	9.7%	9.5%	9.7%	8.9%	<b>23.8%</b>	-4.8%	14.2%	8.8%
			<i>Benchmark<sup>1</sup></i>	5.6%	6.7%	12.5%	9.8%	9.8%	10.4%	9.4%	22.2%	-2.3%	14.2%	9.5%
<b>Alumni License Plate Account</b>	\$23,478	22% Equity / 78% Fixed Income & Cash	Mutual Fund & Cash	<b>2.3%</b>	2.1%	6.1%	6.3%	7.2%	9.0%	7.6%	18.5%	<b>-2.0%</b>	10.3%	7.4%
			<i>Benchmark<sup>2</sup></i>	2.1%	3.0%	7.4%	7.3%	8.2%	9.4%	8.7%	20.8%	-2.3%	14.2%	8.8%

## COMPLIANCE

- Asset Allocation Guidelines: 70% Equities (60-80%) / 30% Cash & Fixed Income (20-40%)
  - YSU Endowment (In-Line)
  - Alumni (**Out-of-Line**)
- Equity & Fixed Income Guidelines
  - YSU Endowment (In-Line)
  - Alumni (**Out-of-Line**)

1) Benchmark: 60% S&P 500 / 40% BbgBarc US Aggregate.

Kilcawley Center & Alumni License Plate accounts- Transition to PNC as custodian completed on 11/1/2017. Historical allocation to single stock and bond positions resulted in large differences relative to benchmark. Both accounts are now currently invested in one low cost, balanced Vanguard mutual fund.

2) Benchmark: 65% ICE BofA 91 Days T-Bills / 35% Vanguard Balanced Benchmark.

3) Inception date: 06/2013.

# ENDOWMENT HOLDINGS

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## YSU ENDOWMENT (HUNTINGTON)

- Equity Mutual Funds – 12% (5-10 Mutual Funds & ETFs)
- Stocks – 63% (45-60 U.S. Large/Mid-Cap Stocks)
- Alternatives – 5% (Commodity and Real Estate Mutual Funds & ETFs)
- Fixed Income Mutual Funds – 2% (Federated Total High Yield, Invesco Preferred Portfolio)
- Bonds – 15% (8-10 Bonds, U.S. Corporate / Gov't / Asset Backed Debt)
- Cash – 3%

## ALUMNI LICENSE PLATE (PNC)

- Vanguard Balanced Index Fund (Adm) – 36%
- Cash – 64%

# FEE REVIEW (AS OF 9/30/2020)

## YOUNGSTOWN STATE UNIVERSITY INVESTMENTS

### ENDOWMENT ASSETS FEE REVIEW

	Market Value as of 9/30/2020	Estimated Annual Fee (\$)	Annual Manager Fee (%)	Manager	Morningstar Institutional Average Fee (%)
<b>YSU Endowment Fund</b>					
<b>YSU Endowment Fund Fees</b>	\$12,485,622	\$62,428	0.50%	Huntington	n/a
<b>Alumni License Plate</b>					
Vanguard Balanced Index Fund Adm	\$8,559	\$6	0.07%	-	-
Federated Government Obligations	\$14,918	\$0	0.00%	-	-
Trustee Fee (PNC)		\$3	0.03%	-	-
<b>Total Alumni License Plate Fees</b>	<b>\$23,477</b>	<b>\$9</b>	<b>0.10%</b>		

*YSU Endowment Fund does not include any investment management expenses that may be used by Huntington.*

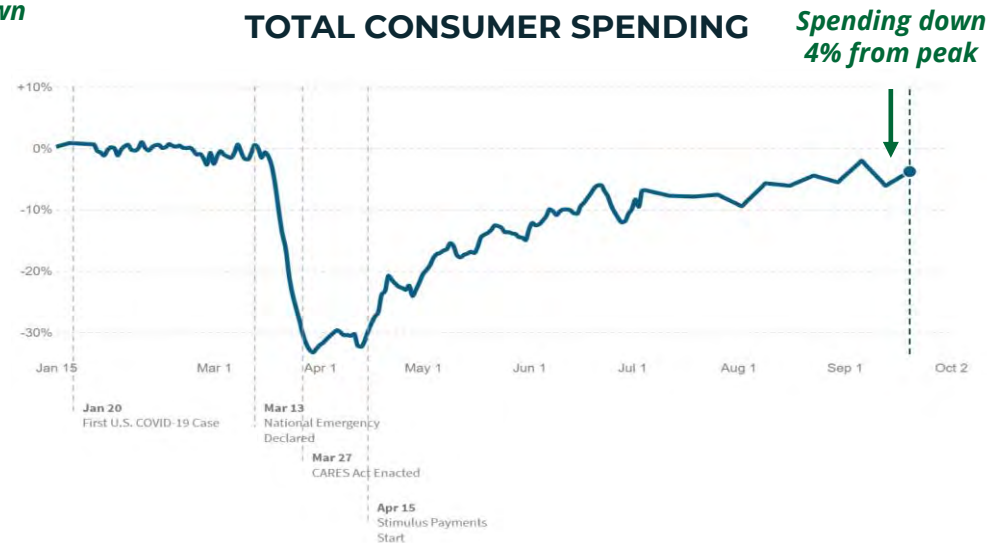
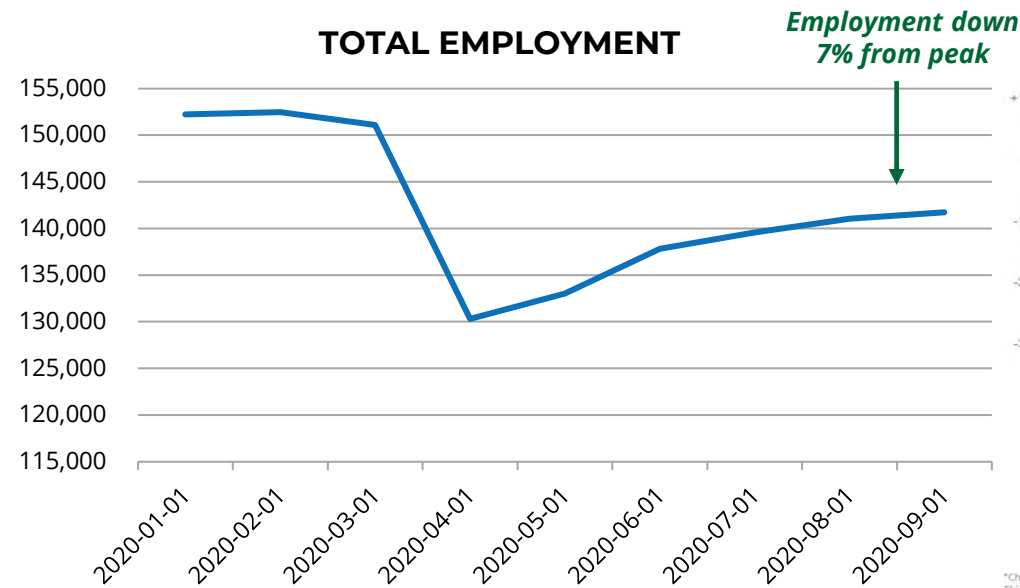
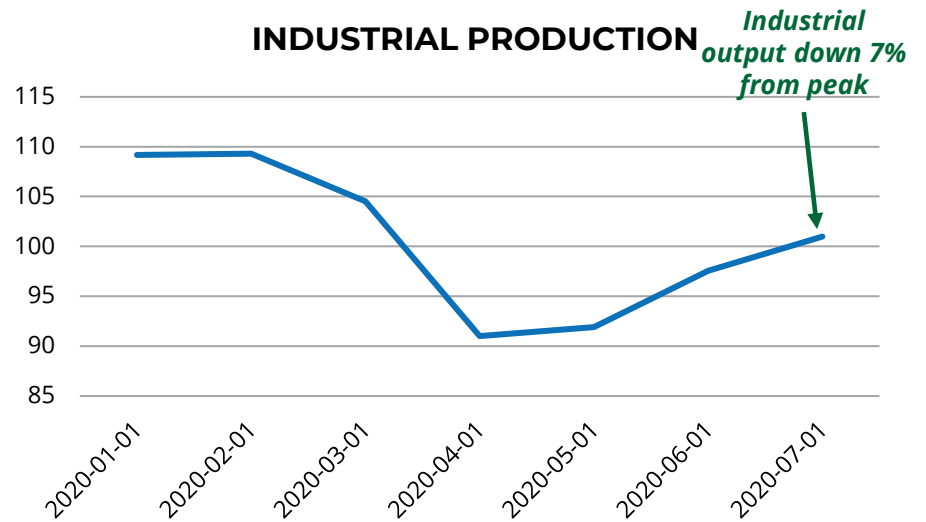
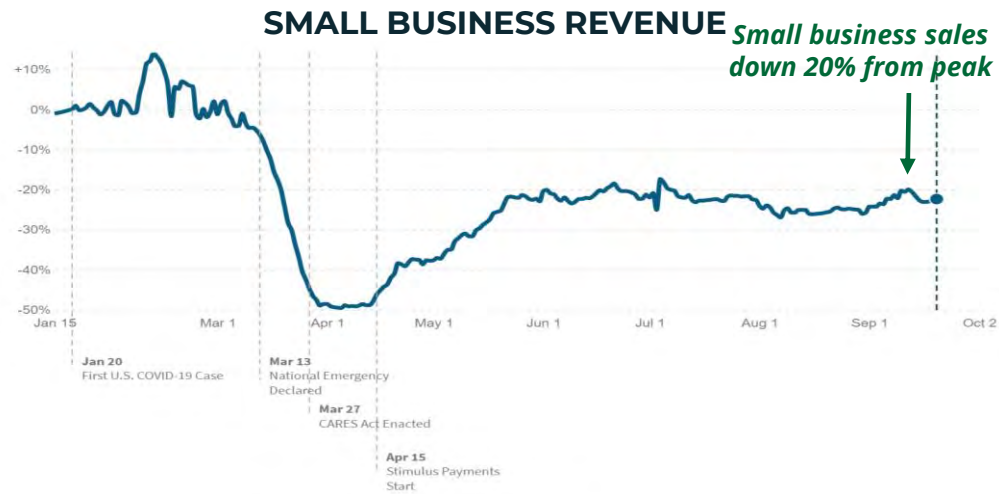


**SUPPORTING INFORMATION**

# KEY INTERVENTIONS & POLICY SUPPORT

KEY INTERVENTIONS	ACTIONS	DESIRED OUTCOME
<b>1. Monetary</b>	<ul style="list-style-type: none"><li>• Rates at or near zero for an extended period</li><li>• Open ended quantitative easing</li><li>• Series of programs intended to ensure the flow of credit</li><li>• Average inflation targeting</li></ul>	Stimulate the economy
<b>2. Fiscal</b>	<ul style="list-style-type: none"><li>• Additional fiscal stimulus (phase IV) in debate</li></ul>	Keep economy afloat
<b>3. COVID-19</b>	<ul style="list-style-type: none"><li>• Nearly 11 drugs globally in phase 3 clinical trials</li><li>• 5 approved for limited early use in certain countries (Chinese and Russian drugs) – bypassing phase 3 efficacy results</li></ul>	<p>Expedited pharmaceutical response</p> <p>Stop the spread of the virus</p>

# U.S. ECONOMY: SLOWER FOR LONGER; SWOOSH RECOVERY



Source: Clearstead; St. Louis Fed; Tracktherecovery.org.  
Data as of 9/30/2020. Past performance is not a guarantee of future results.





# GLOBAL ECONOMY: MANUFACTURING TREKS HIGHER

		Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	12M Trend
Global	Mfg	49.8	50.3	50.1	50.4	47.1	47.3	39.6	42.4	47.9	50.6	51.8	52.3	
	Serv	51	51.6	52	52.7	47.1	36.8	23.7	35.2	48.1	50.7	52.0	51.6	
US	Mfg	51.3	52.6	52.4	51.9	50.7	48.5	36.1	39.8	49.8	50.9	53.1	53.2	
	Serv	50.6	51.6	52.8	53.4	49.4	39.8	26.7	37.5	47.9	50.0	55.0	54.6	
Eurozone	Mfg	45.9	46.9	46.3	47.9	49.2	44.5	33.4	39.4	47.4	51.8	51.7	53.7	
	Serv	52.2	51.9	52.8	52.5	52.6	26.4	12.0	30.5	48.3	54.7	50.5	48.0	
UK	Mfg	49.6	48.9	47.5	50.0	51.7	47.8	32.6	40.7	50.1	53.3	55.2	54.1	
	Serv	50	49.3	50.0	53.9	53.2	34.5	13.4	29.0	47.1	56.5	58.8	56.1	
Japan	Mfg	48.4	48.9	48.4	48.8	47.8	44.8	41.9	38.4	40.1	45.2	47.2	47.7	
	Serv	49.7	50.3	49.4	51.0	46.8	33.8	21.5	26.5	45.0	45.4	45.0	46.9	
China	Mfg	51.7	51.8	51.5	51.1	40.3	50.1	49.4	50.7	51.2	52.8	53.1	53.0	
	Serv	51.1	53.5	52.5	51.8	26.5	43.0	44.4	55.0	58.4	54.1	54.0	54.0	
India	Mfg	50.6	51.2	52.7	55.3	54.5	51.8	27.4	30.8	47.2	46	52	56.8	
	Serv	49.2	52.7	53.3	55.5	57.5	49.3	5.4	12.6	33.7	34.2	41.8	41.8	
S. Korea	Mfg	48.4	49.4	50.1	49.8	48.7	44.2	41.6	41.3	43.4	46.9	48.5	49.8	

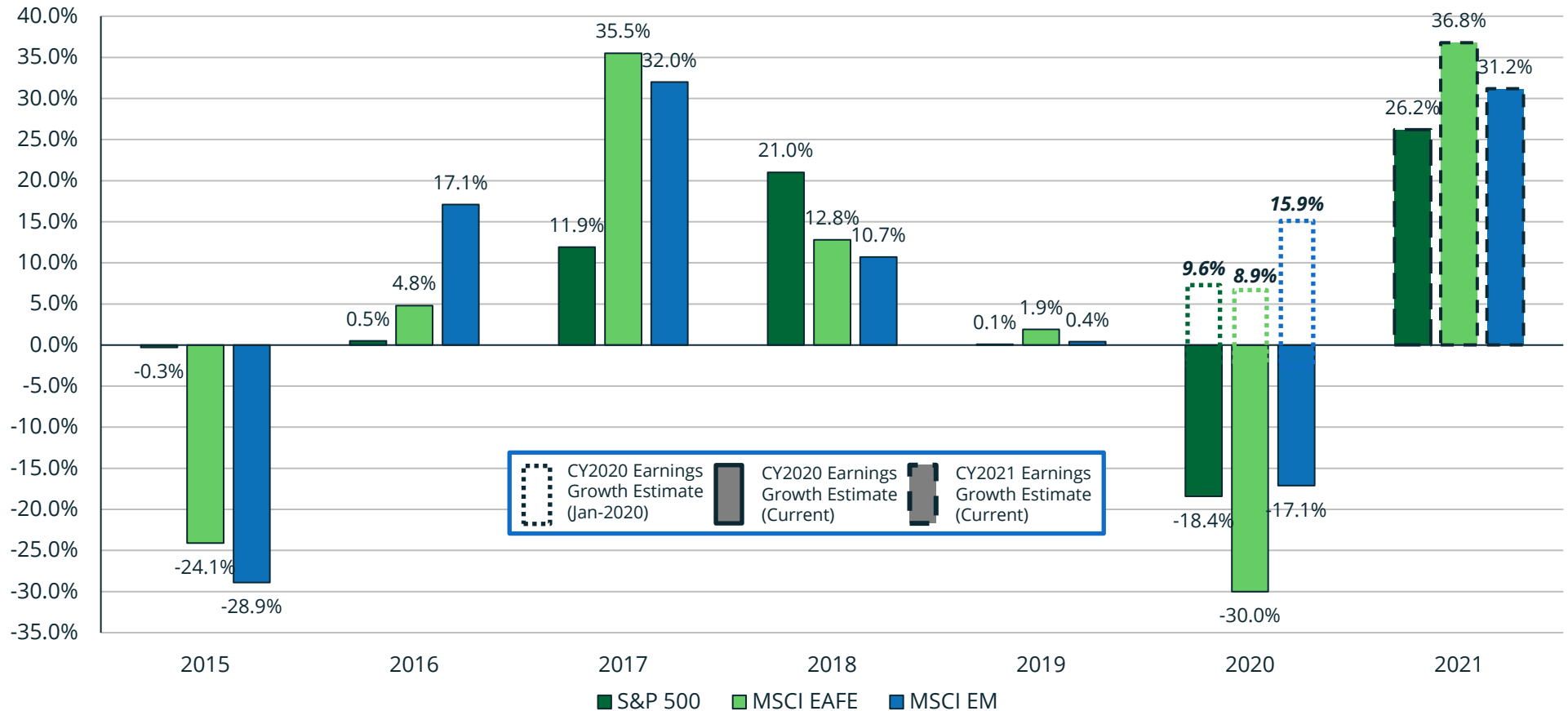
Manufacturing PMIs moved higher in Q3 globally and in most markets, while the service sector provided mixed readings and slightly lower at the global level.

- The service sector in most countries remains tied to dynamics related to COVID-19 cases and evolving regulations designed to curb potential outbreaks
- The improvement in PMIs suggest the global recession in the first half of 2020 has largely ended, but the recovery in many markets is losing momentum

Source: Bloomberg, Markit/HIS.  
Data as of 9/30/2020.

# GLOBAL EARNINGS OUTLOOK

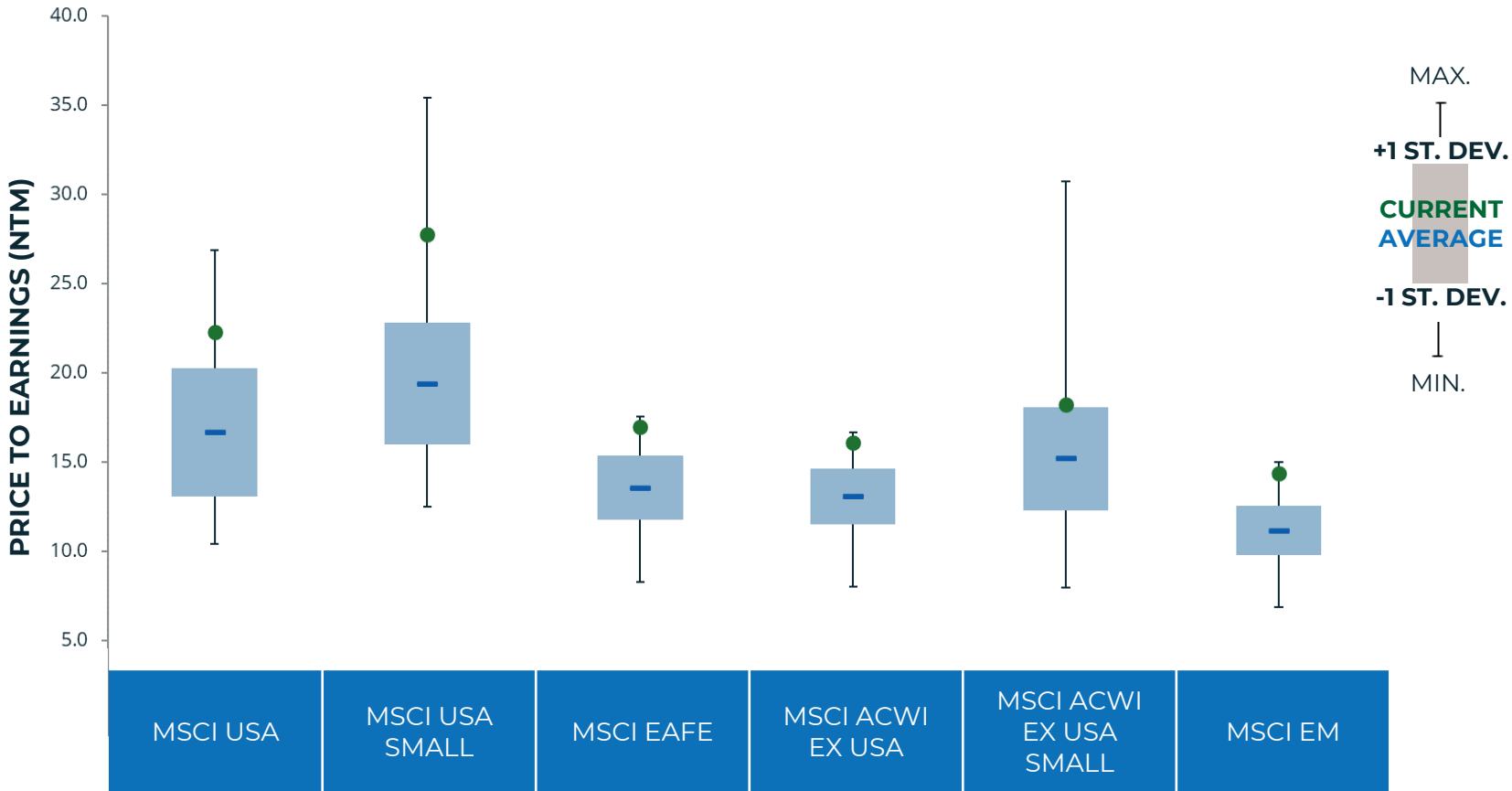
## EARNINGS OUTLOOK BY YEAR



- Earning expectations have stabilized for CY2020
- Approximately 30%-40% has been shaved off global earnings growth estimates
- A significant rebound in corporate earnings in CY2021 is expected

Source: Bloomberg, FactSet, Goldman Sachs.  
Data as of 9/30/2020.

# GLOBAL EQUITY VALUATIONS: AS OF 9/30/2020

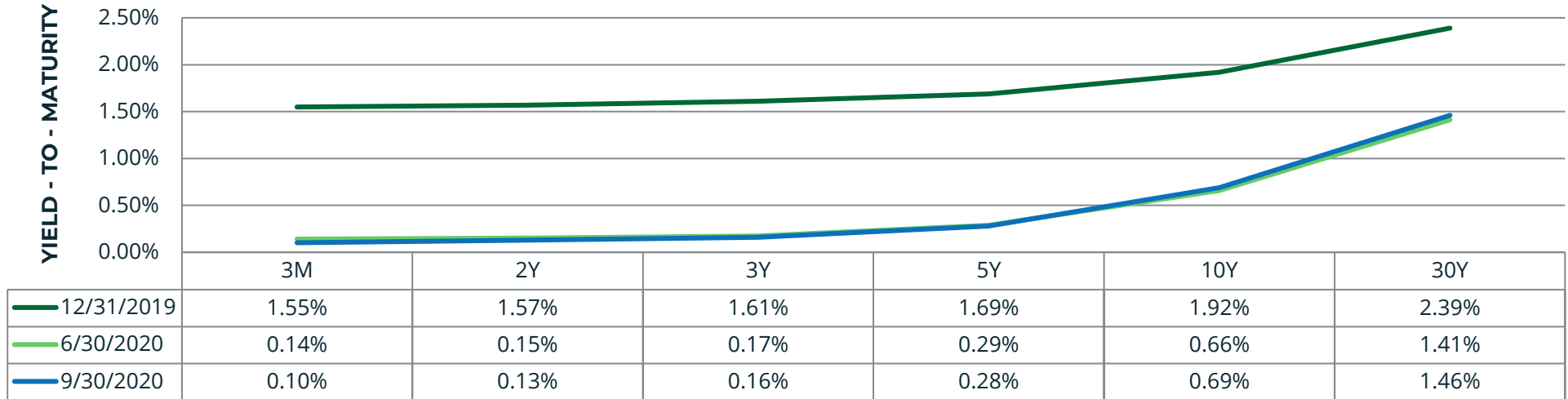


	MSCI USA	MSCI USA SMALL	MSCI EAFE	MSCI ACWI EX USA	MSCI ACWI EX USA SMALL	MSCI EM
<b>Current P/E (NTM)</b>	<b>22.3</b>	<b>27.8</b>	<b>17.0</b>	<b>16.1</b>	<b>17.6</b>	<b>14.4</b>
<b>Average P/E (NTM)</b>	<b>16.7</b>	<b>19.4</b>	<b>13.5</b>	<b>13.0</b>	<b>15.2</b>	<b>11.1</b>

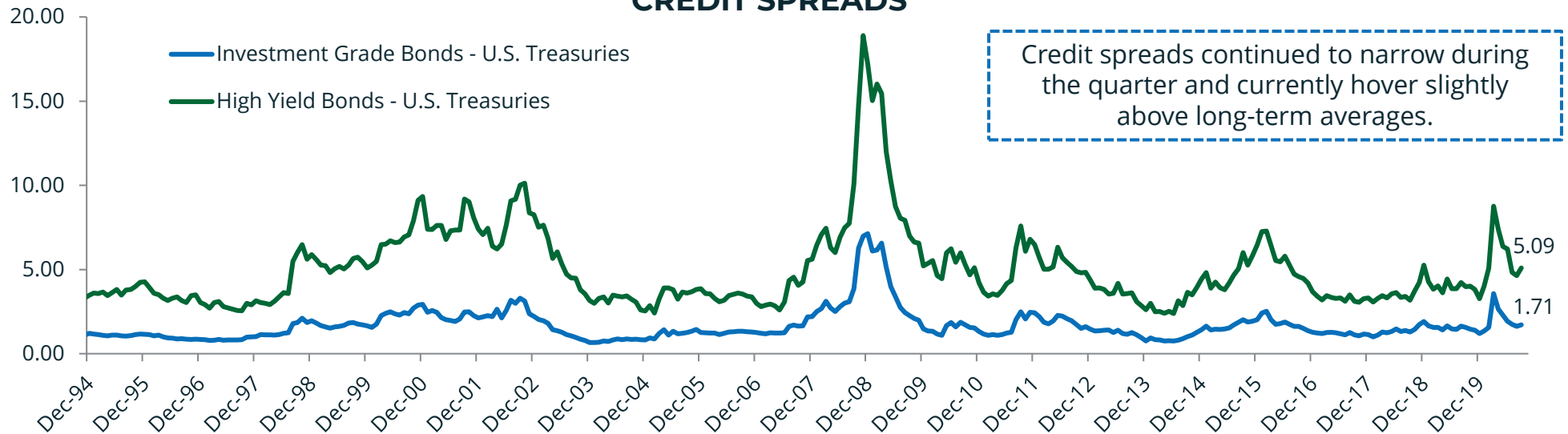
Source: Bloomberg as of 9/30/2020. Average taken over full index history. MSCI USA- 1994 - Current; MSCI USA Small- 1994 - Current; MSCI EAFE- 2003 - Current; MSCI ACWI ex USA- 2003 - Current; MSCI ACWI ex USA Small- 1994 - Current; MSCI EM- 2003 - Current.

# FIXED INCOME UPDATE: YIELD CURVE & SPREADS

## U.S. TREASURY YIELD CURVE



## CREDIT SPREADS



Source: Bloomberg. Data as of 9/30/2020. US Treasuries - BarCap US Gov't 10-Yr Treasury; Investment Grade Bonds - BarCap BAA Corp; High Yield Bonds - BarCap US High Yield. Past performance is not a guarantee of future results.

# EXECUTIVE SUMMARY

Ending September 30, 2020

	Market Value 6/30/20 (\$)	Market Value 9/30/20 (\$)	% of Portfolio	2020 Q3 (%)	YTD (%)
<b>Total University Assets</b>	<b>58,037,868</b>	<b>81,155,893</b>	<b>100.0</b>	<b>3.8</b>	<b>3.1</b>
<i>Total Policy Benchmark</i>				2.1	2.2
<b>Total Operating &amp; Short Term</b>	<b>205,106</b>	<b>24,205,717</b>	<b>29.8</b>	<b>0.1</b>	<b>1.1</b>
<i>Total Operating &amp; Short Term Benchmark</i>				0.0	0.8
<b>Total Long Term/ Reserves Pool</b>	<b>57,832,762</b>	<b>56,950,176</b>	<b>70.2</b>	<b>3.6</b>	<b>1.1</b>
<i>Total Long Term/ Reserves Fund Benchmark</i>				3.7	3.1
<b>Total Domestic Equity</b>	<b>16,384,843</b>	<b>16,202,824</b>	<b>20.0</b>	<b>8.2</b>	<b>2.1</b>
<i>Russell 3000</i>				9.2	5.4
<b>Total International Equity</b>	<b>4,521,622</b>	<b>4,843,610</b>	<b>6.0</b>	<b>7.1</b>	<b>-2.7</b>
<i>MSCI EAFE</i>				4.8	-7.1
<b>Total Alternatives</b>	<b>7,800,321</b>	<b>6,431,585</b>	<b>7.9</b>	<b>1.4</b>	<b>-9.7</b>
<i>Total Alternatives Benchmark</i>				4.3	-2.7
<b>Total Fixed Income</b>	<b>29,125,892</b>	<b>29,431,026</b>	<b>36.3</b>	<b>1.1</b>	<b>4.0</b>
<i>Total Fixed Income Benchmark</i>				0.4	4.1
<b>Total Cash &amp; Cash Equivalents</b>	<b>85</b>	<b>41,131</b>	<b>0.1</b>	<b>0.0</b>	<b>0.4</b>
<i>ICE BofA 91 Days T-Bills TR</i>				0.0	0.6

- Total Policy Benchmark = 45% ICE BofA 91 Days T-Bills TR / 17% ICE BofA 1-3 Yrs US Corp & Govt TR / 11% BBgBarc US Govt/Credit Int TR / 8% Total Alternatives Benchmark / 15% Russell 3000 / 4% MSCI EAFE

- Total Operating & Short Term Benchmark = 95% ICE BofA 91 Days T-Bills TR / 5% BBgBarc US Govt 1-3 Yr TR

- Total Long Term/ Reserves Fund Benchmark = 27% Russell 3000 / 8% MSCI EAFE / 15% Total Alternatives Benchmark / 30% ICE BofA 1-3 Yrs US Corp & Govt TR / 20% BBgBarc US Govt/Credit Int TR

- Total Alternatives Benchmark = 100% HFRI Fund of Funds Composite Index

- Total Fixed Income Benchmark = 64% ICE BofA 1-3 Yrs US Corp & Govt TR / 36% BBgBarc US Govt/Credit Int TR

# ASSET ALLOCATION GUIDELINES COMPLIANCE

As of September 30, 2020

Total Plan Asset Allocation Policy	Range	Current
Operating & Short-Term Pool	25% - 50%	30%
Long Term/ Reserves Pool	50% - 75%	70%

Operating & Short-Term Pool	Range	Current
Operating Assets	60% - 100%	100%
Short-Term Assets	0% - 40%	0%

Long Term/ Reserves Pool	Target	Range	Current
Domestic Equity	27%	20% - 35%	28%
International Equity	8%	0% - 15%	9%
Total Equity	35%	25% - 45%	37%
Alternatives	15%	0%-20%	11%
Short-Term Fixed Income	30%	25% - 45%	29%
Intermediate Fixed Income	20%	10% - 30%	23%
Cash & Cash Equivalents	0%	0% - 5%	0%

In Line
  Within Tolerance
  Review



# SCHEDULE OF ASSETS

	Asset Class	Market Value 6/30/20 (\$)	Market Value 9/30/20 (\$)	% of Total Plan	% of Pool
<b>Total University Assets</b>		<b>58,037,868</b>	<b>81,155,893</b>	<b>100.0</b>	<b>100.0</b>
<b>Total Operating &amp; Short Term</b>		<b>205,106</b>	<b>24,205,717</b>	<b>29.8</b>	<b>100.0</b>
JPMorgan 100% U.S. Tr Sec MM Inst	Cash	92,212	19,092,338	23.5	78.9
Star Plus	Cash	54,145	54,181	0.1	0.2
Vanguard Short-Term Federal Adm	US Fixed Income Short Term	25,169	25,176	0.0	0.1
STAR Ohio	Cash	33,581	5,034,022	6.2	20.8
<b>Total Long Term/ Reserves Pool</b>		<b>57,832,762</b>	<b>56,950,176</b>	<b>70.2</b>	<b>100.0</b>
<b>Total Domestic Equity</b>		<b>16,384,843</b>	<b>16,202,824</b>	<b>20.0</b>	<b>28.5</b>
Vanguard Institutional Index	US Stock Large Cap Core	11,402,034	11,202,780	13.8	19.7
Vanguard Mid Cap Index Adm	US Stock Mid Cap Core	2,441,673	2,534,355	3.1	4.5
Loomis Sayles Sm Growth N	US Stock Small Cap Growth	1,368,323	1,275,241	1.6	2.2
Victory Integrity Small Value Y	US Stock Small Cap Value	1,172,813	1,190,449	1.5	2.1
<b>Total International Equity</b>		<b>4,521,622</b>	<b>4,843,610</b>	<b>6.0</b>	<b>8.5</b>
William Blair International Growth I	International	2,403,595	2,717,244	3.3	4.8
Dodge & Cox Internat'l Stock	International	2,118,027	2,126,366	2.6	3.7
<b>Total Alternatives</b>		<b>7,800,321</b>	<b>6,431,585</b>	<b>7.9</b>	<b>11.3</b>
JPMorgan Strategic Income Opps Sel	Absolute Return	2,155,546	2,179,313	2.7	3.8
Wells Fargo Adv Absolute Return Instl	All Assets	2,038,683	2,082,698	2.6	3.7
Diamond Hill Long-Short Y	Long/Short Equity	2,151,319	2,169,574	2.7	3.8
<b>Total Fixed Income</b>		<b>29,125,892</b>	<b>29,431,026</b>	<b>36.3</b>	<b>51.7</b>
JPMorgan Core Bond	US Fixed Income Core	5,578,003	5,633,914	6.9	9.9
YSU Intermediate Term Bond	US Fixed Income Core	4,589,673	4,621,994	5.7	8.1
PGIM High Yield R6	US Fixed Income High Yield	2,616,420	2,750,110	3.4	4.8
YSU Short Term Bond	US Fixed Income Short Term	11,670,686	11,710,514	14.4	20.6
Lord Abbett Short Duration Income I	US Fixed Income Short Term	2,712,952	2,752,727	3.4	4.8
DFA Five-Yr Global Fxd-Inc I	Global Fixed Income	1,958,157	1,961,767	2.4	3.4
<b>Total Cash &amp; Cash Equivalents</b>		<b>85</b>	<b>41,131</b>	<b>0.1</b>	<b>0.1</b>
PNC Govt MMkt	Cash	85	41,131	0.1	0.1

# ATTRIBUTION OF MARKET VALUE

<b>TOTAL UNIVERSITY ASSETS</b>	<b>2019 Q4</b>	<b>2020 Q1</b>	<b>2020 Q2</b>	<b>Third Quarter</b>	<b>One Year</b>
Beginning Market Value	\$80,241,710	\$61,537,834	\$70,059,620	\$58,037,868	\$80,241,710
Contributions	\$2,508,867	\$22,010,522	\$8,233	\$24,009,125	\$48,536,747
Withdrawals	-\$23,508,867	-\$7,010,396	-\$17,358,042	-\$2,909,826	-\$50,787,130
Net Cash Flow	-\$21,000,000	\$15,000,126	-\$17,349,809	\$21,099,299	-\$2,250,384
Net Investment Change	\$2,296,124	-\$6,478,340	\$5,328,057	\$2,018,725	\$3,164,567
<b>Ending Market Value</b>	<b>\$61,537,834</b>	<b>\$70,059,620</b>	<b>\$58,037,868</b>	<b>\$81,155,893</b>	<b>\$81,155,893</b>
Net Change	-\$18,703,876	\$8,521,786	-\$12,021,752	\$23,118,024	\$914,183

<b>LONG-TERM POOL</b>	<b>2019 Q4</b>	<b>2020 Q1</b>	<b>2020 Q2</b>	<b>Third Quarter</b>	<b>One Year</b>
Beginning Market Value	\$56,839,546	\$59,067,298	\$52,519,226	\$57,832,762	\$56,839,546
Contributions	\$8,052	\$9,651	\$7,641	\$9,060	\$34,403
Withdrawals	-\$8,052	-\$9,517	-\$7,641	-\$2,909,761	-\$2,934,970
Net Cash Flow	\$0	\$134	\$0	-\$2,900,701	-\$2,900,567
Net Investment Change	\$2,227,752	-\$6,548,206	\$5,313,536	\$2,018,114	\$3,011,197
<b>Ending Market Value</b>	<b>\$59,067,298</b>	<b>\$52,519,226</b>	<b>\$57,832,762</b>	<b>\$56,950,176</b>	<b>\$56,950,176</b>
Net Change	\$2,227,752	-\$6,548,072	\$5,313,536	-\$882,587	\$110,630



# PERFORMANCE SUMMARY

	Ending September 30, 2020								Calendar Years			Inception (%)	Inception Date
	2020 Q3 (%)	YTD (%)	1 Yr (%)	2 Yrs (%)	3 Yrs (%)	5 Yrs (%)	7 Yrs (%)	10 Yrs (%)	2019 (%)	2018 (%)	2017 (%)		
<b>Total University Assets</b>	<b>3.8</b>	<b>3.1</b>	<b>6.3</b>	<b>5.1</b>	<b>4.9</b>	<b>5.1</b>	<b>4.1</b>	<b>3.9</b>	<b>11.5</b>	<b>-1.5</b>	<b>7.8</b>	<b>4.0</b>	<b>Mar-04</b>
<i>Total Policy Benchmark</i>	2.1	2.2	4.5	4.1	3.9	3.9	3.1	2.9	8.7	-0.4	5.4	3.2	
<b>Total Operating &amp; Short Term</b>	<b>0.1</b>	<b>1.1</b>	<b>1.5</b>	<b>2.0</b>	<b>1.8</b>	<b>1.2</b>	<b>0.9</b>	<b>0.7</b>	<b>2.4</b>	<b>1.7</b>	<b>0.7</b>	<b>0.6</b>	<b>Jun-10</b>
<i>Total Operating &amp; Short Term Benchmark</i>	0.0	0.8	1.2	1.9	1.7	1.2	0.9	0.7	2.3	1.9	0.8	0.7	
<b>Total Long Term/ Reserves Pool</b>	<b>3.6</b>	<b>1.1</b>	<b>5.1</b>	<b>4.7</b>	<b>4.9</b>	<b>5.9</b>	<b>4.9</b>	<b>5.0</b>	<b>15.3</b>	<b>-3.4</b>	<b>10.5</b>	<b>5.1</b>	<b>Jun-10</b>
<i>Total Long Term/ Reserves Fund Benchmark</i>	3.7	3.1	7.0	5.8	5.6	6.1	5.0	4.8	14.2	-2.4	9.3	4.9	
<b>Total Domestic Equity</b>	<b>8.2</b>	<b>2.1</b>	<b>11.0</b>	<b>6.6</b>	<b>10.1</b>	<b>12.6</b>	<b>11.2</b>	<b>13.0</b>	<b>30.4</b>	<b>-5.7</b>	<b>21.6</b>	<b>13.8</b>	<b>Jun-10</b>
<i>Russell 3000</i>	9.2	5.4	15.0	8.8	11.6	13.7	12.1	13.5	31.0	-5.2	21.1	14.3	
<b>Total International Equity</b>	<b>7.1</b>	<b>-2.7</b>	<b>7.7</b>	<b>2.7</b>	<b>1.4</b>	<b>6.2</b>	<b>4.0</b>	<b>4.7</b>	<b>26.7</b>	<b>-17.8</b>	<b>26.6</b>	<b>4.7</b>	<b>Sep-10</b>
<i>MSCI EAFE</i>	4.8	-7.1	0.5	-0.4	0.6	5.3	3.0	4.6	22.0	-13.8	25.0	4.6	
<i>MSCI ACWI ex USA</i>	6.3	-5.4	3.0	0.9	1.2	6.2	3.2	4.0	21.5	-14.2	27.2	4.0	
<b>Total Alternatives</b>	<b>1.4</b>	<b>-9.7</b>	<b>-7.0</b>	<b>-1.3</b>	<b>-0.1</b>	<b>2.2</b>	<b>--</b>	<b>--</b>	<b>14.3</b>	<b>-6.0</b>	<b>7.9</b>	<b>0.5</b>	<b>Mar-15</b>
<i>Total Alternatives Benchmark</i>	4.3	-2.7	0.0	1.6	2.1	3.2	--	--	11.7	-4.3	8.4	1.9	
<b>Total Fixed Income</b>	<b>1.1</b>	<b>4.0</b>	<b>4.6</b>	<b>5.7</b>	<b>3.8</b>	<b>3.0</b>	<b>2.6</b>	<b>2.5</b>	<b>6.6</b>	<b>0.9</b>	<b>2.4</b>	<b>2.6</b>	<b>Jun-10</b>
<i>Total Fixed Income Benchmark</i>	0.4	4.1	4.7	5.3	3.4	2.6	2.3	2.1	5.1	1.4	1.3	2.2	
<b>Total Cash &amp; Cash Equivalents</b>	<b>0.0</b>	<b>0.4</b>	<b>0.8</b>	<b>1.5</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>2.1</b>	<b>--</b>	<b>--</b>	<b>1.5</b>	<b>Mar-18</b>
<i>ICE BofA 91 Days T-Bills TR</i>	0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	1.8	

- Total Policy Benchmark = 45% ICE BofA 91 Days T-Bills TR / 17% ICE BofA 1-3 Yrs US Corp & Govt TR / 11% BBgBarc US Govt/Credit Int TR / 8% Total Alternatives Benchmark / 15% Russell 3000 / 4% MSCI EAFE

- Total Operating & Short Term Benchmark = 95% ICE BofA 91 Days T-Bills TR / 5% BBgBarc US Govt 1-3 Yr TR

- Total Long Term/ Reserves Fund Benchmark = 27% Russell 3000 / 8% MSCI EAFE / 15% Total Alternatives Benchmark / 30% ICE BofA 1-3 Yrs US Corp & Govt TR / 20% BBgBarc US Govt/Credit Int TR

- Total Alternatives Benchmark = 100% HFRI Fund of Funds Composite Index

- Total Fixed Income Benchmark = 64% ICE BofA 1-3 Yrs US Corp & Govt TR / 36% BBgBarc US Govt/Credit Int TR

# PERFORMANCE REPORT CARD

	% of Portfolio	Ending September 30, 2020								Calendar Years			Inception (%)	Inception Date
		2020 Q3 (%)	YTD (%)	1 Yr (%)	2 Yrs (%)	3 Yrs (%)	5 Yrs (%)	7 Yrs (%)	10 Yrs (%)	2019 (%)	2018 (%)	2017 (%)		
<b>Total University Assets</b>	<b>100.0</b>	<b>3.8</b>	<b>3.1</b>	<b>6.3</b>	<b>5.1</b>	<b>4.9</b>	<b>5.1</b>	<b>4.1</b>	<b>3.9</b>	<b>11.5</b>	<b>-1.5</b>	<b>7.8</b>	<b>4.0</b>	<b>Mar-04</b>
<i>Total Policy Benchmark</i>		2.1	2.2	4.5	4.1	3.9	3.9	3.1	2.9	8.7	-0.4	5.4	3.2	
<b>Total Operating &amp; Short Term</b>	<b>29.8</b>	<b>0.1</b>	<b>1.1</b>	<b>1.5</b>	<b>2.0</b>	<b>1.8</b>	<b>1.2</b>	<b>0.9</b>	<b>0.7</b>	<b>2.4</b>	<b>1.7</b>	<b>0.7</b>	<b>0.6</b>	<b>Jun-10</b>
<i>Total Operating &amp; Short Term Benchmark</i>		0.0	0.8	1.2	1.9	1.7	1.2	0.9	0.7	2.3	1.9	0.8	0.7	
JPMorgan 100% U.S. Tr Sec MM Inst	23.5	0.0	0.3	0.7	1.4	1.4	1.0	0.7	0.5	2.0	1.7	0.7	0.5	Sep-11
<i>ICE BofA 91 Days T-Bills TR</i>		0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	0.7	
Vanguard Short-Term Federal Adm	0.0	0.4	4.0	4.4	4.8	3.1	2.2	1.9	1.7	4.2	1.4	0.8	1.7	Sep-10
<i>BBgBarc US Govt 1-5 Yr TR</i>		0.1	4.3	4.7	5.2	3.2	2.2	2.0	1.7	4.2	1.5	0.7	1.7	
STAR Plus	0.1	0.1	0.5	0.8	1.6	1.6	1.1	--	--	2.2	1.8	0.7	0.9	Jan-14
<i>ICE BofA 91 Days T-Bills TR</i>		0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	0.9	
STAR Ohio	6.2	0.1	0.7	1.2	1.8	--	--	--	--	2.3	--	--	1.8	Jun-18
<i>ICE BofA 91 Days T-Bills TR</i>		0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	1.8	
<b>Total Long Term/ Reserves Pool</b>	<b>70.2</b>	<b>3.6</b>	<b>1.1</b>	<b>5.1</b>	<b>4.7</b>	<b>4.9</b>	<b>5.9</b>	<b>4.9</b>	<b>5.0</b>	<b>15.3</b>	<b>-3.4</b>	<b>10.5</b>	<b>5.1</b>	<b>Jun-10</b>
<i>Total Long Term/ Reserves Fund Benchmark</i>		3.7	3.1	7.0	5.8	5.6	6.1	5.0	4.8	14.2	-2.4	9.3	4.9	
<b>Total Domestic Equity</b>	<b>20.0</b>	<b>8.2</b>	<b>2.1</b>	<b>11.0</b>	<b>6.6</b>	<b>10.1</b>	<b>12.6</b>	<b>11.2</b>	<b>13.0</b>	<b>30.4</b>	<b>-5.7</b>	<b>21.6</b>	<b>13.8</b>	<b>Jun-10</b>
<i>Russell 3000</i>		9.2	5.4	15.0	8.8	11.6	13.7	12.1	13.5	31.0	-5.2	21.1	14.3	
Vanguard Institutional Index	13.8	8.9	5.6	15.1	9.5	12.3	14.1	12.6	13.7	31.5	-4.4	21.8	14.5	Jun-10
<i>S&amp;P 500</i>		8.9	5.6	15.1	9.6	12.3	14.1	12.7	13.7	31.5	-4.4	21.8	14.6	
Vanguard Mid Cap Index Adm	3.1	7.9	0.2	7.1	5.3	7.9	10.3	9.8	11.9	30.9	-9.3	19.3	11.9	Sep-10
<i>Vanguard Mid Cap Index Benchmark</i>		8.0	0.2	7.1	5.4	8.0	10.4	9.9	12.0	31.1	-9.2	19.3	12.0	
Loomis Sayles Sm Growth N	1.6	8.6	7.4	18.0	4.8	12.6	13.6	10.2	14.0	26.5	0.4	26.9	12.4	Aug-19
<i>Russell 2000 Growth</i>		7.2	3.9	15.7	2.3	8.2	11.4	9.2	12.3	28.5	-9.3	22.2	13.6	
Victory Integrity Small Value Y	1.5	1.5	-27.6	-21.7	-15.7	-8.5	0.6	1.4	6.4	23.1	-18.6	12.4	6.4	Sep-10
<i>Russell 2000 Value</i>		2.6	-21.5	-14.9	-11.6	-5.1	4.1	3.3	7.1	22.4	-12.9	7.8	7.1	
<b>Total International Equity</b>	<b>6.0</b>	<b>7.1</b>	<b>-2.7</b>	<b>7.7</b>	<b>2.7</b>	<b>1.4</b>	<b>6.2</b>	<b>4.0</b>	<b>4.7</b>	<b>26.7</b>	<b>-17.8</b>	<b>26.6</b>	<b>4.7</b>	<b>Sep-10</b>
<i>MSCI EAFE</i>		4.8	-7.1	0.5	-0.4	0.6	5.3	3.0	4.6	22.0	-13.8	25.0	4.6	
<i>MSCI ACWI ex USA</i>		6.3	-5.4	3.0	0.9	1.2	6.2	3.2	4.0	21.5	-14.2	27.2	4.0	



# PERFORMANCE REPORT CARD

	% of Portfolio	Ending September 30, 2020								Calendar Years			Inception (%)	Inception Date
		2020 Q3 (%)	YTD (%)	1 Yr (%)	2 Yrs (%)	3 Yrs (%)	5 Yrs (%)	7 Yrs (%)	10 Yrs (%)	2019 (%)	2018 (%)	2017 (%)		
William Blair International Growth I	3.3	13.0	13.5	25.7	11.4	8.5	10.0	7.0	7.3	30.7	-17.7	29.5	9.1	Jun-12
<i>MSCI ACWI ex USA</i>		6.3	-5.4	3.0	0.9	1.2	6.2	3.2	4.0	21.5	-14.2	27.2	5.5	
Dodge & Cox Internat'l Stock	2.6	0.4	-18.1	-9.4	-6.1	-5.9	2.2	0.8	3.1	22.8	-18.0	23.9	3.1	Sep-10
<i>MSCI EAFE</i>		4.8	-7.1	0.5	-0.4	0.6	5.3	3.0	4.6	22.0	-13.8	25.0	4.6	
<b>Total Alternatives</b>	<b>7.9</b>	<b>1.4</b>	<b>-9.7</b>	<b>-7.0</b>	<b>-1.3</b>	<b>-0.1</b>	<b>2.2</b>	<b>--</b>	<b>--</b>	<b>14.3</b>	<b>-6.0</b>	<b>7.9</b>	<b>0.5</b>	<b>Mar-15</b>
<i>Total Alternatives Benchmark</i>		4.3	-2.7	0.0	1.6	2.1	3.2	--	--	11.7	-4.3	8.4	1.9	
JPMorgan Strategic Income Opps Sel	2.7	1.1	0.8	1.4	1.7	1.9	3.3	2.4	2.9	4.0	0.8	3.3	1.7	Sep-18
<i>BBgBarc US Universal TR</i>		1.0	6.2	6.7	8.4	5.1	4.5	4.2	3.9	9.3	-0.3	4.1	8.4	
Wells Fargo Adv Absolute Return Instl	2.6	2.2	-7.6	-2.7	-0.8	-0.1	2.7	1.6	--	11.2	-5.6	12.6	0.6	Mar-15
<i>HFRF Fund of Funds Composite Index</i>		4.1	2.4	5.6	2.7	2.8	3.1	3.0	2.9	8.4	-4.0	7.8	2.2	
Diamond Hill Long-Short Y	2.7	0.8	-12.3	-8.4	-1.6	1.2	4.2	4.1	6.1	23.2	-6.9	6.0	2.8	Mar-15
<i>HFRX Equity Hedge Index</i>		3.6	-2.9	-0.4	-0.9	0.0	1.6	1.4	0.7	10.7	-9.4	10.0	0.4	
<b>Total Fixed Income</b>	<b>36.3</b>	<b>1.1</b>	<b>4.0</b>	<b>4.6</b>	<b>5.7</b>	<b>3.8</b>	<b>3.0</b>	<b>2.6</b>	<b>2.5</b>	<b>6.6</b>	<b>0.9</b>	<b>2.4</b>	<b>2.6</b>	<b>Jun-10</b>
<i>Total Fixed Income Benchmark</i>		0.4	4.1	4.7	5.3	3.4	2.6	2.3	2.1	5.1	1.4	1.3	2.2	
JPMorgan Core Bond	6.9	1.0	7.0	6.7	8.5	5.3	4.1	3.9	3.7	8.3	0.2	3.8	4.9	Aug-17
<i>BBgBarc US Aggregate TR</i>		0.6	6.8	7.0	8.6	5.2	4.2	4.0	3.6	8.7	0.0	3.5	4.9	
YSU Intermediate Term Bond	5.7	0.7	6.9	7.4	7.8	4.9	3.7	3.2	3.0	7.2	0.8	2.4	4.0	Mar-04
<i>BBgBarc US Govt/Credit Int TR</i>		0.6	5.9	6.3	7.2	4.4	3.4	3.1	2.9	6.8	0.9	2.1	3.6	
PGIM High Yield R6	3.4	5.1	-0.3	2.8	5.4	4.8	6.9	5.7	--	16.3	-1.2	7.8	5.8	Dec-16
<i>BBgBarc US High Yield TR</i>		4.6	0.6	3.3	4.8	4.2	6.8	5.3	6.5	14.3	-2.1	7.5	5.2	
YSU Short Term Bond	14.4	0.3	3.4	4.1	4.5	3.1	2.3	1.9	1.7	4.3	1.6	1.1	2.6	Mar-04
<i>ICE BofA 1-3 Yrs US Corp &amp; Govt TR</i>		0.3	3.1	3.7	4.2	2.9	2.1	1.8	1.6	4.1	1.6	0.9	2.4	
Lord Abbett Short Duration Income I	3.4	1.5	1.5	2.4	3.8	2.9	3.0	2.7	3.0	5.6	1.4	2.7	3.5	Mar-18
<i>ICE BofA 1-3 Yrs US Corp &amp; Govt TR</i>		0.3	3.1	3.7	4.2	2.9	2.1	1.8	1.6	4.1	1.6	0.9	3.6	
DFA Five-Yr Global Fxd-Inc I	2.4	0.2	1.3	1.5	3.3	2.3	2.0	2.1	2.2	4.0	1.7	2.0	2.2	Jun-13
<i>FTSE WGBI 1-5 Yr Hdg USD</i>		0.2	3.0	3.2	4.2	3.0	2.3	2.1	1.9	3.9	2.1	1.1	2.1	
<b>Total Cash &amp; Cash Equivalents</b>	<b>0.1</b>	<b>0.0</b>	<b>0.4</b>	<b>0.8</b>	<b>1.5</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>2.1</b>	<b>--</b>	<b>--</b>	<b>1.5</b>	<b>Mar-18</b>
<i>ICE BofA 91 Days T-Bills TR</i>		0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	1.8	

# PERFORMANCE REPORT CARD

	% of Portfolio	2020 Q3 (%)	Ending September 30, 2020							Calendar Years			Inception (%)	Inception Date
			YTD (%)	1 Yr (%)	2 Yrs (%)	3 Yrs (%)	5 Yrs (%)	7 Yrs (%)	10 Yrs (%)	2019 (%)	2018 (%)	2017 (%)		
PNC Govt MMkt	0.1	0.0	0.4	0.8	1.5	--	--	--	--	2.1	--	--	1.5	Mar-18
ICE BofA 91 Days T-Bills TR		0.0	0.6	1.1	1.7	1.7	1.2	0.9	0.6	2.3	1.9	0.9	1.8	

- Total Policy Benchmark = 45% ICE BofA 91 Days T-Bills TR / 17% ICE BofA 1-3 Yrs US Corp & Govt TR / 11% BBgBarc US Govt/Credit Int TR / 8% Total Alternatives Benchmark / 15% Russell 3000 / 4% MSCI EAFE

- Total Operating & Short Term Benchmark = 95% ICE BofA 91 Days T-Bills TR / 5% BBgBarc US Govt 1-3 Yr TR

- Total Long Term/ Reserves Fund Benchmark = 27% Russell 3000 / 8% MSCI EAFE / 15% Total Alternatives Benchmark / 30% ICE BofA 1-3 Yrs US Corp & Govt TR / 20% BBgBarc US Govt/Credit Int TR

- Vanguard Mid Cap Index Benchmark = 100% CRSP US Mid Cap TR USD

- Total Alternatives Benchmark = 100% HFRI Fund of Funds Composite Index

- Total Fixed Income Benchmark = 64% ICE BofA 1-3 Yrs US Corp & Govt TR / 36% BBgBarc US Govt/Credit Int TR



## **DEFINITIONS & DISCLOSURES**

# DEFINITIONS & DISCLOSURES

Information provided is general in nature, is provided for informational purposes only, and should not be construed as investment advice. Any views expressed are based upon the data available at the time the information was produced and are subject to change at any time based on market or other conditions. Clearstead disclaims any liability for any direct or incidental loss incurred by applying any of the information in this presentation. All investment decisions must be evaluated as to whether it is consistent with their investment objectives, risk tolerance, and financial situation.

Past performance is no guarantee of future results. Investing involves risk, including risk of loss. Diversification does not ensure a profit or guarantee against loss.

All indices are unmanaged and performance of the indices includes reinvestment of dividends and interest income, unless otherwise noted. An investment cannot be made in any index.

Stock markets, especially foreign markets, are volatile and can decline significantly in response to adverse issuer, political, regulatory, market, or economic developments. Foreign securities are subject to interest-rate, currency-exchange-rate, economic, and political risks, all of which are magnified in emerging markets. The securities of smaller, less well-known companies can be more volatile than those of larger companies. Growth stocks can perform differently from the market as a whole and other types of stocks and can be more volatile than other types of stocks. Value stocks can perform differently than other types of stocks and can continue to be undervalued by the market for long periods of time.

Lower-quality debt securities generally offer higher yields, but also involve greater risk of default or price changes due to potential changes in the credit quality of the issuer. Any fixed income security sold or redeemed prior to maturity may be subject to loss.

The municipal market is volatile and can be significantly affected by adverse tax, legislative, or political changes and by the financial condition of the issuers of municipal securities. Interest rate increases can cause the price of a debt security to decrease. A portion of the dividends you receive may be subject to federal, state, or local income tax or may be subject to the federal alternative minimum tax. Generally, tax-exempt municipal securities are not appropriate holdings for tax advantaged accounts such as IRAs and 401(k)s.

Stock markets, especially foreign markets, are volatile and can decline significantly in response to adverse issuer, political, regulatory, market, or economic developments. Foreign securities are subject to interest-rate, currency-exchange-rate, economic, and political risks, all of which are magnified in emerging markets. The securities of smaller, less well-known companies can be more volatile than those of larger companies. Growth stocks can perform differently from the market as a whole and other types of stocks and can be more volatile than other types of stocks. Value stocks can perform differently than other types of stocks and can continue to be undervalued by the market for long periods of time.

The commodities industry can be significantly affected by commodity prices, world events, import controls, worldwide competition, government regulations, and economic conditions.

Changes in real estate values or economic conditions can have a positive or negative effect on issuers in the real estate industry, which may affect your investment.

## Index Definitions:

The **S&P 500 Index** is a broad-based market index, comprised of 500 large-cap companies, generally considered representative of the stock market as a whole. The **S&P 400 Index** is an unmanaged index considered representative of mid-sized U.S. companies. The **S&P 600 Index** is a market-value weighted index that consists of 600 small-cap U.S. stocks chosen for market size, liquidity and industry group representation.

The **Russell 1000 Value Index**, **Russell 1000 Index** and **Russell 1000 Growth Index** are indices that measure the performance of large-capitalization value stocks, large-capitalization stocks and large-capitalization growth stocks, respectively. The **Russell 2000 Value Index**, **Russell 2000 Index** and **Russell 2000 Growth Index** are indices that measure the performance of small-capitalization value stocks, small-capitalization stocks and small-capitalization growth stocks, respectively. The **Russell Midcap Value Index**, **Russell Midcap Index** and **Russell Midcap Growth Index** are indices that measure the performance of mid-capitalization value stocks, mid-capitalization stocks and mid-capitalization growth stocks, respectively. The **Russell 2500 Value Index**, **Russell 2500 Index** and **Russell 2500 Growth Index** measure the performance of small to mid-cap value stocks, small to mid-cap stocks and small to mid-cap growth stocks, respectively, commonly referred to as "smid" cap. The **Russell 3000 Value Index**, **Russell 3000 Index** and **Russell 3000 Growth Index** measure the performance of the 3,000 largest U.S. value stocks, 3,000 largest U.S. stocks and 3,000 largest U.S. growth stocks, respectively, based on total market capitalization.

The **Wilshire 5000 Index** represents the broadest index of the U.S. equity market, measuring the performance of all U.S. equity securities with readily available price data. The **Wilshire Micro Cap Index** is a market capitalization-weighted index comprised of all stocks in the Wilshire 5000 Index below the 2,501<sup>st</sup> rank.

The **MSCI EAFE (Europe, Australasia, Far East) Index** is designed to measure developed market equity performance, excluding the U.S. and Canada. The **MSCI Emerging Markets (EM) Index** is designed to measure global emerging market equity performance. The **MSCI World Index** is designed to measure global developed market equity performance. The **MSCI World Index Ex-U.S. Index** is designed to measure the equity market performance of developed markets and excludes the U.S. The **MSCI Europe Index** is an unmanaged index considered representative of developed European countries. The **MSCI Japan Index** is an unmanaged index considered representative of stocks of Japan. The **MSCI Pacific ex Japan Index** is an unmanaged index considered representative of stocks of Asia Pacific countries excluding Japan.

The **U.S. 10-Year Treasury Yield** is generally considered to be a barometer for long-term interest rates.

**Merrill Lynch 91-day T-bill Index** includes U.S. Treasury bills with a remaining maturity from 1 up to 3 months.

The **Barclays Capital (BC) U.S. Treasury Index** is designed to cover public obligations of the U.S. Treasury with a remaining maturity of one year or more. The **BC Aggregate Bond Index** is an unmanaged, market value-weighted performance benchmark for investment-grade fixed-rate debt issues, including government, corporate, asset-backed, and mortgage-backed securities with maturities of at least one year. The **BC U.S. Credit Bond Index** is designed to cover publicly issued U.S. corporate and specified foreign debentures and secured notes that meet the specified maturity, liquidity, and quality requirements; bonds must be SEC-registered to qualify. The **BC U.S. Agency Index** is designed to cover publicly issued debt of U.S. Government agencies, quasi-federal corporations, and corporate or foreign debt guaranteed by the U.S. Government. The **BC CMBS Index** is designed to mirror commercial mortgage-backed securities of investment-grade quality (Baa3/BBB-/BBB- or above) using Moody's, S&P, and Fitch respectively, with maturity of at least one year. The **BC MBS Index** covers agency mortgage-backed pass-through securities (both fixed-rate and hybrid ARMs) issued by Ginnie Mae (GNMA), Fannie Mae (FNMA), and Freddie Mac (FHLMC). The **BC U.S. Municipal Bond Index** covers the U.S. dollar-denominated, long-term tax-exempt bond market with four main sectors: state and local general obligation bonds, revenue bonds, insured bonds, and pre-refunded bonds. The **BC TIPS Index** is an unmanaged market index made up of U.S. Treasury Inflation Linked Index securities. The **BC U.S. Government Bond Index** is a market value-weighted index of U.S. Government fixed-rate debt issues with maturities of one year or more. The **BC ABS Index** is a market value-weighted index that covers fixed-rate asset-backed securities with average lives greater than or equal to one year and that are part of a public deal; the index covers the following collateral types: credit cards, autos, home equity loans, stranded-cost utility (rate-reduction bonds), and manufactured housing. The **BC Global Aggregate Index** is composed of three sub-indices: the U.S. Aggregate Index, the Pan-European Aggregate Index, and the Asian-Pacific Aggregate Index. In aggregate the index is created to be a broad-based measure of the performance of investment grade fixed rate debt on a global scale. The **BC U.S. Corporate Long Aa Index** is an unmanaged index representing public obligations of U.S. corporate and specified foreign debentures and secured notes with a remaining maturity of 10 years or more. The **BC U.S. Corporate High-Yield Index** measures the market of USD-denominated, non-investment grade, fixed-rate, taxable corporate bonds. The **BC Intermediate Corporate Index** includes dollar-denominated debt from U.S. and non-U.S. industrial, utility, and financial institutions issuers with a duration of 1-10 years. The **BC U.S. Treasury Long Index** is an unmanaged index representing public obligations of the U.S. Treasury with a remaining maturity of one year or more. The **BC U.S. Government 10 Year Treasury Index** measures the performance of U.S. Treasury securities that have a remaining maturity of less than 10 years. The **BC BAA Corporate Index** measures the performance of the taxable Baa rated fixed-rate U.S. dollar-denominated corporate bond market. The **BC Global Treasury ex US Index** includes government bonds issued by investment-grade countries outside the United States, in local currencies, that have a remaining maturity of one year or more and are rated investment grade or higher. The **BC Emerging Market Bond Index** is an unmanaged index that total returns for external-currency-denominated debt instruments of the emerging markets. The **BC U.S. Securitized Bond Index** is a composite of asset-backed securities, collateralized mortgage-backed securities (RMBS-eligible) and fixed rate mortgage-backed securities. The **BC Quality Distribution AAA, B, and CC-D indices** measure the respective credit qualities of U.S. corporate and specified foreign debentures and secured notes. The **BC Universal Index** represents the union of the U.S. Aggregate Index, the U.S. High Yield Corporate Index, the 144A Index, the Eurozone Index, the Emerging Markets Index, and the non-ERISA portion of the CMBS Index. The **BC 1-3 Year Government Credit Index** is an unmanaged index considered representative of performance of short-term U.S. corporate bonds and U.S. government securities with maturities from one to three years. The **BC Long Term Government Index** is an unmanaged index reflecting performance of the long-term government bond market. The **BC Intermediate Aggregate Index** measures the performance of intermediate-term investment grade bonds. The **BC Intermediate 1-3 Year Government/Credit Index** measures the performance of U.S. Dollar denominated U.S. Treasuries, government-related and investment grade U.S. corporate securities that have a remaining maturity of greater than one year and less than ten years.

The **Bank of America Funds U.S. High Yield Index** tracks the performance of below investment grade US Dollar Denominated corporate bonds publicly issued in the US market. Qualifying bonds have at least one year remaining term to maturity, are fixed coupon schedule and minimum outstanding of \$100 million.

The **HFRF Funds of Multiple US Index (HFRF FOF)** is an equal weighted index designed to measure the performance of hedge fund of fund managers. The more than 800 multi-strategy constituents are required to have at least \$50 million in assets under management and a trading track record spanning at least 12 months. The index includes both on and offshore funds and all returns are reported in USD.

The **NCREIF Property Index (NPI)** represents quarterly time series composite total rate of return measure of a very large pool of individual commercial real estate properties acquired in the private market. The index represents apartments, hotels, industrial properties, office buildings and retail properties which are at least 60% occupied and owned or controlled, at least in part by tax-exempt institutional investors or its designated agent. In addition these properties that are included must be investment grade, non-agricultural and income producing and all development projects are excluded. Constituents included in the NPI be valued at least quarterly, either internally or externally, using standard commercial real estate appraisal methodology. Each property must be independently appraised a minimum of once every three years.

The **FTSE NAREIT All REITS Index** is a market capitalization-weighted index that is designed to measure the performance of all tax-qualified Real Estate Investment Trusts (REITs) that are listed on the New York Stock Exchange, the American Stock Exchange, or the NASDAQ National Market List.

The **Dow Jones U.S. Select Real Estate Securities Index** is a float-adjusted market capitalization-weighted index of publicly traded real estate securities such as real estate investment trusts (REITs) and real estate operating companies (REOCs).

The **Cambridge PE Index** is a representation of returns for over 70% of the total dollars raised by U.S. leveraged buyout, subordinated debt and special situation managers from 1986 to December 2007. Returns are calculated based on the pooled time weighted return and are net of all fees. These pooled means represent the end to end rate of return calculated on the aggregate of all cash flows and market values reported by the general partners of the underlying constituents in the quarterly and annual reports.

The **University of Michigan Consumer Sentiment Index** is a consumer confidence index published monthly by the University of Michigan and Thomson Reuters. The index is normalized to have a value of 100 in December 1964.

**VIX** - The CBOE Volatility Index (VIX) is based on the prices of eight S&P 500 index put and call options.

**Gold** - represented by the dollar price of one troy ounce.

**WTI Crude** - West Texas Intermediate is a grade of crude oil used as a benchmark in oil pricing.

The **Affordability Index** measures of a population's ability to afford to purchase a particular item, such as a house, indexed to the population's income

The **Homeownership %** is computed by dividing the number of owner-occupied housing units by the number of occupied housing units or households.

The **HFRF Emerging Markets: Asia ex-Japan, Global Index, Latin America Index, Russia/Eastern Europe Index**. The constituents of the HFRF Emerging Markets indices are selected according to their Regional Investment Focus only. There is no investment Strategy criteria for inclusion in these indices. Funds classified as Emerging Markets have a regional investment focus in one of the following geographic areas: Asia ex-Japan, Russia/Eastern Europe, Latin America, Africa or the Middle East. **HFRF EH: Energy/Basic Materials** strategies which employ investment processes designed to identify opportunities in securities in specific niche areas of the market in which the Manager maintains a level of expertise which exceeds that of a market generalist. **HFRF EH: Equity Market Neutral** strategies employ sophisticated quantitative techniques of analyzing price data to ascertain information about future price movement and relationships between securities, select securities for purchase and sale. **HFRF EH: Short-Biased** strategies employ analytical techniques in which the investment thesis is predicated on assessment of the valuation characteristics on the underlying companies with the goal of identifying overvalued companies. **HFRF EH: Technology/Healthcare** strategies employ investment processes designed to identify opportunities in securities in specific niche areas of the market in which the Manager maintain a level of expertise which exceeds that of a market generalist in identifying opportunities in companies engaged in all development, production and application of technology, biotechnology and as related to production of pharmaceuticals and healthcare industry.

**HFRF ED: Distressed Restructuring** strategies which employ an investment process focused on corporate fixed income instruments, primarily on corporate credit instruments of companies trading at significant discounts to their value at issuance or obliged (par value) at maturity as a result of either formal bankruptcy proceeding or financial market perception of near term proceedings.

**HFRF ED: Private Issue/Regulation D** strategies which employ an investment process primarily focused on opportunities in equity and equity related instruments of companies which are primarily private and illiquid in nature. **HFRF Macro: Systematic Diversified** strategies have investment processes typically as function of mathematical, algorithmic and technical models, with little or no influence of individuals over the portfolio positioning. **HFRF RV: Fixed Income - Asset Backed** includes strategies in which the investment thesis is predicated on realization of a spread between related instruments in which one or multiple components of the spread is a fixed income instrument backed physical collateral or other financial obligations (loans, credit cards) other than those of a specific corporation. **HFRF RV: Fixed Income - Convertible Arbitrage** includes strategies in which the investment thesis is predicated on realization of a spread between related instruments in which one or multiple components of the spread is a convertible fixed income instrument. **HFRF RV: Fixed Income - Corporate** includes strategies in which the investment thesis is predicated on realization of a spread between related instruments in which one or multiple components of the spread is a corporate fixed income instrument. **HFRF RV: Multi-Strategies** employ an investment thesis is predicated on realization of a spread between related fixed income instruments in which one or multiple components of the spread contains a fixed income, derivative, equity, real estate, MLP or combination of these or other instruments. **HFRF RV: Yield Alternatives** index strategies employ an investment thesis is predicated on realization of a spread between related instruments in which one or multiple components of the spread contains a derivative, equity, real estate, MLP or combination of these or other instruments. Strategies are typically quantitatively driven to measure the existing relationship between instruments and, in some cases, identify attractive positions in which the risk adjusted spread between these instruments represents an attractive opportunity for the investment manager.

The **Consumer Price Index (CPI)** is an inflationary indicator that measures the change in the cost of a fixed basket of products and services, including housing, electricity, food, and transportation. The CPI is published monthly. Unless otherwise noted, the CPI figure is as of the date this report is created.

The **Credit Suisse Leveraged Loan Index** is a market value-weighted index designed to represent the investable universe of the U.S. dollar-denominated leveraged loan market.

The **Dow Jones US Commodity Index** measures the performance of the commodities market. It consists of exchange-traded futures contracts on physical commodities that are weighted to account for the economic significance and market liquidity of each commodity.

The **S&P 500 Value Index**, **Index S&P 500 Index** and **S&P 500 Growth Index** are a broad-based market indices that measure the performance of large-capitalization value companies, large-capitalization companies and large-capitalization growth companies, respectively. The **S&P 400 MidCap Value Index**, **Index S&P MidCap 400 Index** and **S&P 400 MidCap Growth Index** are indices that measure the performance of mid-sized value companies, mid-sized companies and mid-sized growth companies, respectively. The **S&P 600 SmallCap Index** is a market-value weighted index that consists of 600 small-cap U.S. stocks chosen for market size, liquidity and industry group representation. The **S&P 900 Index** combines the large-cap S&P 500 and the S&P MidCap 400. **S&P Completion Index TR** is a sub-index of the S&P Total Market Index (TMI), including all stocks eligible for the S&P TMI and excluding all current constituents of the S&P 500. **S&P Global Ex US Property Index** defines and measures the investable universe of publicly traded property companies domiciled in developed and emerging markets excluding the U.S.

The **Russell 1000 Value Index**, **Russell 1000 Index** and **Russell 1000 Growth Index** are indices that measure the performance of large-capitalization value stocks, large-capitalization stocks and large capitalization growth stocks, respectively. The **Russell 2000 Value Index**, **Russell 2000 Index** and **Russell 2000 Growth Index** are indices that measure the performance of small-capitalization value stocks, small-capitalization stocks and small-capitalization growth stocks, respectively. The **Russell Midcap Value Index**, **Russell Midcap Index** and **Russell Midcap Growth Index** are a broad-based market indices that measure the performance of mid-capitalization value stocks, mid-capitalization stocks and mid-capitalization growth stocks, respectively. The **Russell 2500 Value Index**, **Russell 2500 Index** and **Russell 2500 Growth Index** measure the performance of small to mid-cap value stocks, small to mid-cap stocks and small to mid-cap growth stocks, respectively, commonly referred to as "SMID" cap. The **Russell 3000 Value Index**, **Russell 3000 Index** and **Russell 3000 Growth Index** measure the performance of the 3,000 largest U.S. value stocks, 3,000 largest U.S. stocks and 3,000 largest U.S. growth stocks, respectively, based on total market capitalization. The **Russell Microcap Index** measures the performance of the microcap segment of the U.S. equity market. The **Russell Top 200 Value Index** measures the performance of the especially large cap segment of the U.S. equity universe represented by stocks in the largest 200 by market cap that exhibit value characteristics. The **Russell Developed ex-US Large Cap Index** measures the performance of the largest investable securities in developed countries globally, excluding companies assigned to the United States.



# DEFINITIONS & DISCLOSURES

The **Wilshire 5000 Index** represents the broadest index for the U.S. equity market, measuring the performance of all U.S. equity securities with readily available price data. The **Wilshire Micro Cap Index** is a market capitalization-weighted index comprised of all stocks in the Wilshire 5000 Index below the 2,501st rank. The **Wilshire 4500 Index** is comprised of all stocks in the Wilshire 5000 Index minus the stocks in the S&P 500. The **Wilshire Real Estate Securities Index (RESI)** is comprised of publicly traded real estate equity securities.

All MSCI indices are gross, defined as With Gross Dividends. Gross total return indices reinvest as much as possible of the company's dividend distributions. The reinvested amount is equal to the total dividend amount distributed to persons residing in the country of the dividend-paying company. Gross total return indices do not, however, include any tax credits. The **MSCI EAFE (Europe, Australasia, Far East) Gross Index** is designed to measure developed market equity performance, excluding the U.S. and Canada. The **MSCI Emerging Markets (EM) Gross Index** is designed to measure global emerging market equity performance. The **MSCI World Gross Index** is designed to measure global developed market equity performance. The **MSCI World Index Ex-U.S. Gross Index** is designed to measure the equity market performance of developed markets and excludes the U.S. The **MSCI Europe Gross Index** is an unmanaged index considered representative of developed European countries. The **MSCI Japan Gross Index** is an unmanaged index considered representative of stocks of Japan. The **MSCI Pacific ex. Japan Gross Index** is an unmanaged index considered representative of stocks of Asia Pacific countries excluding Japan. The **MSCI AC (All Country) Asia ex Japan Gross Index** is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of Asia, excluding Japan. The **MSCI ACWI Gross Index** is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets, excluding U.S. The **MSCI ACWI ex US Small Cap Growth Gross Index** is a market capitalization weighted total return index measured in U.S. dollars based on share prices and reinvested net dividends that is designed to measure the equity market performance of the small cap growth segments of developed and emerging markets, excluding the U.S. The **MSCI Canada Gross Index** is designed to measure the performance of the large and midcap segments of the Canada market. The **MSCI EAFE Small Cap Gross Index** measures the performance of small cap stocks in European, Australasia, and Far Eastern markets. The **MSCI EAFE Value Gross Index** is a market capitalization-weighted index that monitors the performance of value stocks from Europe, Australasia, and the Far East. The **MSCI EM Latin America Gross Index** is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of emerging markets in Latin America. The **MSCI Pacific Free ex Japan Gross Index** measures the performance of the Australian, Hong Kong, New Zealand, and Singapore equity markets. The **MSCI World Small Cap Gross Index** is designed to measure the equity market performance of the small cap segment of developed markets. The **MSCI US Small Cap 1750 Index** represents the universe of small capitalization companies in the U.S. equity market. The **MSCI US Mid Cap 450 Index** represents the universe of medium capitalization companies in the U.S. equity market. The **MSCI US Prime Market Value Index** represents the value companies of the MSCI US Prime Market 750 Index. The **MSCI US Prime Market Growth Index** represents the growth companies of the MSCI US Prime Market 750 Index.

The **Barclays Capital® (BC) U.S. Treasury Index** is designed to cover public obligations of the U.S. Treasury with a remaining maturity of one year or more. The **BC Aggregate Bond Index** is an unmanaged, market value-weighted performance benchmark for investment-grade fixed-rate debt issues, including government, corporate, asset-backed, and mortgage-backed securities with maturities of at least one year. The **BC U.S. Credit Bond Index** is designed to cover publicly issued U.S. corporate and specified foreign debentures and secured notes that meet the specified maturity, liquidity, and quality requirements; bonds must be SEC-registered to qualify. The **BC U.S. Agency Index** is designed to cover publicly issued debt of U.S. Government agencies, quasi-federal corporations, and corporate or foreign debt guaranteed by the U.S. Government. The **BC CMBS Index** is designed to mirror commercial mortgage-backed securities of investment-grade quality (Baa3/BBB-/BBB- or above) using Moody's, S&P, and Fitch respectively, with maturity of at least one year. The **BC CMBS Index** covers agency mortgage-backed pass-through securities (both fixed-rate and hybrid ARMs) issued by Ginnie Mae (GNMA), Fannie Mae (FNMA), and Freddie Mac (FHLMC). The **BC U.S. Municipal Bond Index** covers the U.S. dollar-denominated, long-term tax-exempt bond market with four main sectors: state and local general obligation bonds, revenue bonds, insured bonds, and pre-refunded bonds. The **BC US TIPS Index** is an unmanaged market index made up of U.S. Treasury Inflation Linked Index securities. The **BC U.S. Government Bond Index** is a market value-weighted index of U.S. Government fixed-rate debt issues with maturities of one year or more. The **BC ABS Index** is a market value-weighted index that covers fixed-rate asset backed securities with average lives greater than or equal to one year and that are part of a public deal; the index covers the following collateral types: credit cards, auto, home equity loans, stranded-cost utility (rate-reduction bonds), and manufactured housing. The **BC Global Aggregate Index** is composed of three sub-indices: the U.S. Aggregate Index, Pan-European Aggregate Index, and the Asian-Pacific Aggregate Index. In aggregate the index is created to be a broad-based measure of the performance of investment grade fixed rate debt on a global scale. The **BC US Corporate Long AA Index** is an unmanaged index representing public obligations of U.S. corporate and specified foreign debentures and secured notes with a remaining maturity of 10 years or more. The **BC U.S. Corporate High-Yield Index** measures the market of USD-denominated, non-investment grade, fixed-rate, taxable corporate bonds. The **BC Intermediate Corporate Index** includes dollar-denominated debt from U.S. and non-U.S. industrial, utility, and financial institutions issuers with a duration of 1-10 years. The **BC U.S. Treasury Long Index** is an unmanaged index representing public obligations of the U.S. Treasury with a remaining maturity of one year or more. The **BC U.S. Government 10 Year Treasury Index** measures the performance of U.S. Treasury securities that have a remaining maturity of less than 10 years. The **BC BAA Corporate Index** measures the performance of the taxable Baa rated fixed-rate U.S. dollar-denominated corporate bond market. The **BC Global Treasury ex US Index** includes government bonds issued by investment-grade countries outside the United States, in local currencies, that have a remaining maturity of one year or more and are rated investment grade or higher. The **BC Emerging Market Bond Index** is an unmanaged index that total returns for external-currency-denominated debt instruments of the emerging markets. The **BC U.S. Securitized Bond Index** is a composite of asset-backed securities, collateralized mortgage-backed securities (ERISA-eligible) and fixed rate mortgage-backed securities. The **BC Quality Distribution AAA, B, and CC-D Indices** measure the respective credit qualities of U.S. corporate and specified foreign debentures and secured notes. The **BC Universal Index** represents the union of the U.S. Aggregate Index, the U.S. High Yield Corporate Index, the 144A Index, the Eurodollar Index, the Emerging Markets Index, and the non-ERISA portion of the CMBS Index. The **BC 1-3 Year Government Credit Index** is an unmanaged index considered representative of performance of short-term U.S. corporate bonds and U.S. government bonds with maturities from one to three years. The **BC 1-5 Year Government Credit Index** is an unmanaged index considered representative of performance of short-term U.S. corporate bonds and U.S. government bonds with maturities from one to five years. The **BC Long-term Government Index** is an unmanaged index reflecting performance of the long-term government bond market. The **BC Intermediate Aggregate Index** measures the performance of intermediate-term investment grade bonds. The **BC Intermediate 1-3 Year Government/Credit Index** measures the performance of U.S. Dollar denominated U.S. Treasury, government-related and investment grade U.S. corporate securities that have a remaining maturity of greater than one year and less than ten years. The **BC U.S. 1-3 Year Government Bond Index** is composed of Treasury bond and agency bond and agency bond indices that have maturities of one to three years. The **BC U.S. 1-5 Year Government Bond Index** is composed of Treasury securities that have maturities of one to five years. The **BC 1-3 Year US Treasury Index** measures the performance of the U.S. Treasury securities that have a maturity between 1 to 3 years. The **BC Government Credit Index** measures the performance of U.S. Government and corporate bonds rated investment grade or better, with maturities of at least one year.

The **BC High Yield Index** covers the universe of fixed rate, non-investment grade debt. Pay-in-kind (PIK) bonds, Eurobonds, and debt issues from countries designated as emerging markets (e.g., Argentina, Brazil, Venezuela, etc.) are excluded, but Canadian and global bonds (SEC registered) of issuers in non-EMG countries are included. Original issue zeroes, step-up coupon structures, and 144-A's are also included. The **BC Intermediate Government Index** measures the performance of intermediate U.S. government securities. The **BC Intermediate Government/Credit Bond Index** measures the performance of intermediate term U.S. government and corporate bonds. The **BC U.S. Long Term Corporate Index** measures the performance of investment-grade, fixed-rate, taxable securities issued by industrial, utility, and financial companies, with maturities greater than 10 years. The **BC Global Credit Hedged USD Index** contains investment grade and high yield credit securities from the Multiverse represented in US Dollars on a hedged basis. The **BC Long A+ U.S. Credit Index** measures the performance of investment grade corporate debt and agency bonds that are dollar denominated and have a maturity of greater than 10 years. The **BC U.S. Gov/Credit 5-10 Year Index** includes all medium and larger issues of U.S. government, investment-grade corporate, and investment-grade international dollar-denominated bonds that have maturities between 5 and 10 years and are publicly issued.

The **Cambridge U.S. Private Equity Index** is a representation of returns for over 70% of the total dollars raised by U.S. leveraged buyout, subordinated debt and special situation managers from 1986 to December 2007. Returns are calculated based on the pooled time weighted return and are net of all fees. These pooled means represent the end to end rate of return calculated on the aggregate of all cash flows and market values reported by the general partners of the underlying constituents in the quarterly and annual reports. Please Note: the performance of this index lags by 1 quarter.

The **Bank of America (BoFA) Merrill Lynch (ML) 91-day T-bill Index** includes U.S. Treasury bills with a remaining maturity from 1 up to 3 months. The **BoFA ML U.S. High Yield Master Index & Bank of America ML U.S. High Yield Master II Indices** track the performance of below investment grade US Dollar Denominated corporate bonds publicly issued in the US market. Qualifying bonds have at least one year remaining term to maturity, are fixed coupon schedule and minimum outstanding of \$100 million. The **BoFA ML All US Convertibles Index** consists of convertible bonds traded in the U.S. dollar denominated investment grade and non investment grade convertible securities sold into the U.S. market and publicly traded in the United States. The **BoFA ML US Corp & Govt 1-3 Yrs Index** tracks the performance of U.S. dollar-denominated investment grade government and corporate public debt issued in the U.S. domestic bond market with at least 1 yr and less than 3 yrs remaining to maturity, including U.S. Treasury, U.S. agency, foreign government, supranational and corporate securities. The **BoFA ML U.S. High-Yield BB-B Constrained Index** is a modified market capitalization-weighted index of U.S. dollar-denominated, below-investment-grade corporate debt publicly issued in the U.S. domestic market. The **BoFA Merrill Lynch US Treasury 1-3 Year Index** tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year and less than three years. The **BoFA ML Treasuries 1 Year Index** tracks the performance of the direct sovereign debt of the U.S. Government having a maturity of at least one year. The **BoFA ML Treasury Current 2 Year Index** tracks the most recently issued 2-year U.S. Treasury note. The **BoFA ML CMBS Fixed Rate AAA Index** is a subset of the BoFA ML U.S. Fixed Rate CMBS Index including all securities rated AAA. The **BoFA ML U.S. Fixed Rate CMBS Index** tracks the performance of U.S. dollar-denominated investment grade fixed rate commercial mortgage-backed securities publicly issued in the U.S. domestic market. The **BoFA ML U.S. Dollar 3-Month LIBOR Index** represents the London interbank offered rate (LIBOR) with a constant 3-month average maturity.

The **Citi Select MLP Index** is a USD denominated, price return index, comprised of the common units of up to 30 of the most liquid market limited partnerships in the Energy Sector. The **Citigroup World Government Bond Index (WGBI) 1-5 Year Hedged USD Index** is a comprehensive measure of the total return performance of the government bond markets of approximately 22 countries with maturities ranging from one to five years. The **Citigroup WGBI Index** is a market capitalization weighted bond index consisting of the government bond markets of the multiple countries. The **Citigroup WGBI ex US Index** is a market capitalization weighted bond index consisting of the government bond markets of the multiple countries, excluding the U.S. The **Citigroup 3-Month US Treasury Bill Index** performance is an average of the last 3-Month Treasury Bill issues.

The **NCREIF Property Index (NPI)** represents quarterly time series composite total rate of return measure of a very large pool of individual commercial real estate properties acquired in the private market. The index represents apartments, hotels, industrial properties, office buildings and retail properties which are at least 60% occupied and owned or controlled, at least in part by tax-exempt institutional investors or its designated agent. In addition these properties that are included must be investment grade, non-agricultural and income producing and all development projects are excluded. Constituents included in the NPI are valued at least quarterly, either internally or externally, using standard commercial real estate appraisal methodology. Each property must be independently appraised a minimum of once every three years. Please Note: the performance of this index lags by 1 quarter. The **NCREIF Timberland Index** is a quarterly time series composite return measure of investment performance of a large pool of individual timber properties acquired in the private market for investment purposes only.

The **Ibbotson Intermediate Government Bond Index** is measured using a one-bond portfolio with a maturity near 5 years.

The **JPMorgan Emerging Markets Bond Index Plus (EMBI+)** Index tracks total returns for traded external debt instruments (external meaning foreign currency denominated fixed income) in the emerging markets. The **JPMorgan GBI Global ex-US Index** represents the total return performance of major non-U.S. bond markets.

The **HFR Funds of Funds Index (HFRi FOF)** is an equal weighted index designed to measure the performance of hedge fund of fund managers. The more than 800 multi-strategy constituents are required to have at least \$50 million in assets under management and a trading track record spanning at least 12 months. The index includes both on and offshore funds and all returns are reported in USD. **HFR Relative Value Index** tracks investment managers who maintain positions in which the investment thesis is predicated on realization of a valuation discrepancy in the relationship between multiple securities. Managers employ a variety of fundamental and quantitative techniques to establish investment theses, and security types range broadly across equity, fixed income, derivative or other security types. Fixed income strategies are typically quantitatively driven to measure the existing relationship between instruments and, in some cases, identify attractive positions in which the risk adjusted spread between these instruments represents an attractive opportunity for the investment manager. RV position may be involved in corporate transactions also, but as opposed to ED exposures, the investment thesis is predicated on realization of a pricing discrepancy between related securities, as opposed to the outcome of the corporate transaction. **HFRi Fund of Funds Conservative Index** is an equal-weighted index representing funds or funds that invest with multiple managers focused on consistent performance and lower volatility via absolute strategies. **HFRi ED: Merger Arbitrage** strategies which employ an investment process primarily focused on opportunities in equity and equity related instruments of companies which are currently engaged in a corporate transaction.

The **FTSE All-World ex US Index** comprises large and midcap stocks providing coverage of developed and emerging markets, excluding the U.S. The **FTSE NAREIT Developed Index** is a global market capitalization weighted index composed of listed real estate securities from developed market countries in North America, Europe, and Asia. The **FTSE NAREIT Developed ex US Index** is a global market capitalization weighted index composed of listed real estate securities from developed market countries in North America, Europe, and Asia, excluding the U.S. The **FTSE High Dividend Yield Index** comprises stocks that are characterized by higher than average dividend yields, and is based on the US component of the FTSE Global Equity Index Series (GEIS). The **FTSE NAREIT All REITS Index** is a market capitalization-weighted index that is designed to measure the performance of all tax-qualified Real Estate Investment Trusts (REITs) that are listed on the New York Stock Exchange, the American Stock Exchange, or the NASDAQ National Market List. The **FTSE NAREIT Equity REIT Index** is an unmanaged index reflecting performance of the U.S. real estate investment trust market.

The **Consumer Price Index (CPI)** is an inflationary indicator that measures the change in the cost of a fixed basket of products and services, including housing, electricity, food, and transportation. The CPI is published monthly. Please Note: the performance of this index lags by 1 month.

The **Credit Suisse Leveraged Loan Index** is a market value-weighted index designed to represent the investable universe of the U.S. dollar-denominated leveraged loan market. The **Dow Jones (DJ) UBS Commodity Index** measures the performance of the commodities market. It consists of exchange-traded futures contracts on physical commodities that are selected to account for the economic significance and market liquidity of each commodity. The **DJ U.S. Total Stock Market Index** is an all-inclusive measure composed of all U.S. equity securities with readily available prices. The **DJ U.S. Completion Total Stock Market Index** is a subset of the DJ U.S. Total Stock Market Index that excludes components of the S&P 500. The **Dow Jones U.S. Weighted Real Estate Securities Index** is a float-adjusted market capitalization-weighted index of publicly traded real estate securities such as real estate investment trusts (REITs) and real estate operating companies (REOCs).

The **Dow Jones Target Date (Today, 2010, 2015, 2020, 2025, 2030, 2035, 2040, 2045, 2050, 2055) Indices** were created to benchmark portfolios of stocks, bonds and cash. Each index is made up of composite indices representing these three asset classes. The asset class indices are weighted differently within each target date index depending on the time horizon. Each month, the allocations among the asset class indices are rebalanced to reflect an increasingly conservative asset mix.

The **Morningstar Lifetime Allocation Index** series consists of 13 Indices (Income, 2000, 2000S, 2010, 2015, 2020, 2025, 2030, 2035, 2040, 2045, 2050, 2055) available in three risk profiles: aggressive, moderate, and conservative. The indices are built on asset allocation methodologies developed by Ibbotson Associates, a leader in asset allocation research and a Morningstar company since 2006. The indices provide pure asset-class exposure to global equities, global fixed-income, commodities, and Treasury Inflation-Protected Securities (TIPS) by using existing Morningstar indices as allocation building blocks. The portfolio allocations are held in proportions appropriate to the U.S. investor's number of years until retirement. The Conservative, Moderate and Aggressive risk profiles are for investors who are comfortable with below-average exposure to equity market volatility, investors who are comfortable with average exposure to equity market volatility and well-funded investors who are comfortable with above average exposure to equity market volatility, respectively.

These reports are not to be construed as an offer or the solicitation of an offer to buy or sell securities mentioned herein. Information contained in these reports are based on sources and data believed reliable. The information used to construct these reports was received via a variety of sources. These reports are for informational purposes only and are not intended to satisfy any compliance or regulatory conditions set forth by any governing body of the securities industry. These reports do not take the place of any brokerage statements, any fund company statements, or tax forms. You are urged to compare this report with the statement you receive from your custodian covering the same period. Differences in positions may occur due to reporting dates used and whether certain assets are not maintained by your custodian. There may also be differences in the investment values shown due to the use of differing valuation sources and methods. Past performance is no guarantee of future results. Investing involves risk, including risk of loss. Diversification does not ensure a profit or guarantee loss.

This evaluation report has been prepared for the exclusive use of a specific client and no part of it may be used by any investment manager without permission of that client and Clearstead.

Evaluation of investment managers covers both quantitative and qualitative aspects. In addition to the investment performance evaluation, we monitor ownership structure, track key-employee information, and hold regular meetings with each investment management organization employed by our clients.

The data presented in this report have been calculated on a time-weighted rate of return basis. All returns are net of investment advisory fees, but gross of Clearstead advisory fees and custodian fees, unless otherwise labeled. The deduction of Clearstead advisory fees and custodian fees would have the effect of decreasing the indicated investment performance.

The performance data shown represent past performance. Past performance is not indicative of future results. Current performance data may be lower or higher than the performance data presented.

Returns for periods longer than one year are annualized. Each number is independently rounded.

A current copy of Hartland & Co.'s ADV-Part 2 is available to all clients upon request.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
CLEARSTEAD'S RECOMMENDATION TO REBALANCE THE  
NON-ENDOWMENT LONG-TERM INVESTMENT POOL**

**WHEREAS**, the Investment Subcommittee of the Board of Trustees of Youngstown State University is responsible for identification of asset classes, strategic asset allocation, acceptable asset ranges above and below the strategic asset allocation, and selecting investment managers, pursuant to University policy 3356-3-10; and

**WHEREAS**, the Investment Subcommittee has consulted with the University's investment advisors and recommends rebalancing the Non-Endowment Long-Term Investment Pool.

**NOW, THEREFORE, BE IT RESOLVED**, that the Investment Subcommittee of the Board of Trustees of Youngstown State University does hereby approve the rebalance, as shown on page 12 of the December 2, 2020, Investment Subcommittee Agenda item C.2.a.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**



# PORTFOLIO RECOMMENDATIONS (ACTION)

YOUNGSTOWN STATE UNIVERSITY

AS OF OCTOBER 20, 2020

	TICKER	MARKET VALUE (CURRENT)	% OF PORTFOLIO	CHANGES	MARKET VALUE (POST CHANGES)	% OF PORTFOLIO	POLICY TARGET	POLICY RANGE	TACTICAL + / -
<b>Total Operating &amp; Short Term</b>		<b>\$12,205,289</b>	<b>100.0%</b>	<b>\$0</b>	<b>\$12,181,045</b>	<b>100.0%</b>	<b>100.0%</b>		
<b>Operating Assets</b>		<b>\$12,180,113</b>	<b>99.8%</b>		<b>\$12,180,113</b>	<b>100.0%</b>		<b>60-100%</b>	
JPMorgan 100% U.S. Treas. MM Instl	JTSXX	\$12,092,338	99.1%		\$12,092,338	99.3%			
Star Plus*	-	\$54,170	0.4%		\$54,170	0.4%			
Star Ohio*	-	\$33,605	0.3%		\$33,605	0.3%			
<b>Short-Term Assets</b>		<b>\$25,176</b>	<b>0.2%</b>		<b>\$932</b>	<b>0.0%</b>		<b>0-40%</b>	
Vanguard Short-Term Federal Adm	VSGDX	\$932	0.0%		\$932	0.0%			
Cash in Vanguard Account		\$24,244	0.2%		\$24,244	0.2%			
<b>Total Long Term Reserves Pool</b>		<b>\$57,608,658</b>	<b>100.0%</b>	<b>\$0</b>	<b>\$57,608,658</b>	<b>100.0%</b>	<b>100.0%</b>		
<b>Domestic Equity</b>		<b>\$16,713,280</b>	<b>29.0%</b>		<b>\$16,213,280</b>	<b>28.1%</b>	<b>27.0%</b>	<b>20-35%</b>	<b>1.1%</b>
<b>Large Cap</b>		<b>\$11,423,914</b>	<b>19.8%</b>		<b>\$10,923,914</b>	<b>19.0%</b>			
Vanguard Instl Index	VINIX	\$11,423,914	19.8%	-\$500,000	\$10,923,914	19.0%			
<b>Small/Mid Cap</b>		<b>\$5,289,365</b>	<b>9.2%</b>		<b>\$5,289,365</b>	<b>9.2%</b>			
Vanguard Mid Cap Index Adm	VIMAX	\$2,640,611	4.6%		\$2,640,611	4.6%			
Loomis Sayles Small Growth N2	LSSNX	\$1,357,129	2.4%		\$1,357,129	2.4%			
Victory Integrity Small Cap Value Y	VSVIX	\$1,291,626	2.2%		\$1,291,626	2.2%			
<b>International Equity</b>		<b>\$4,984,425</b>	<b>8.7%</b>		<b>\$4,584,425</b>	<b>8.0%</b>	<b>8.0%</b>	<b>0-15%</b>	<b>0.0%</b>
William Blair International Growth I	BIGIX	\$2,813,388	4.9%	-\$400,000	\$2,413,388	4.2%			
Dodge & Cox International Stock	DODFX	\$2,171,037	3.8%		\$2,171,037	3.8%			
<b>Total Equity</b>		<b>\$21,697,705</b>	<b>37.7%</b>		<b>\$20,797,705</b>	<b>36.1%</b>	<b>35.0%</b>	<b>25-45%</b>	<b>1.1%</b>
<b>Alternatives</b>		<b>\$6,485,343</b>	<b>11.3%</b>		<b>\$6,485,343</b>	<b>11.3%</b>	<b>15.0%</b>	<b>0-20%</b>	<b>-3.7%</b>
JPMorgan Strategic Income Opps Fd	JSOSX	\$2,183,120	3.8%		\$2,183,120	3.8%			
Wells Fargo Adv Absolute Return I	WABIX	\$2,100,704	3.6%		\$2,100,704	3.6%			
Diamond Hill Long-Short Y	DIAYX	\$2,201,520	3.8%		\$2,201,520	3.8%			
<b>Fixed Income</b>		<b>\$29,384,479</b>	<b>51.0%</b>		<b>\$30,284,479</b>	<b>52.6%</b>	<b>50.0%</b>	<b>35-75%</b>	<b>2.6%</b>
<b>Short Term Fixed Income</b>		<b>\$16,381,538</b>	<b>28.4%</b>		<b>\$17,281,538</b>	<b>30.0%</b>	<b>30.0%</b>	<b>25-45%</b>	<b>0.0%</b>
YSU Short Term Bond	-	\$11,663,453	20.2%		\$11,663,453	20.2%			
Lord Abbett Short Duration	LLDYX	\$2,752,711	4.8%	\$900,000	\$3,652,711	6.3%			
DFA Five-Year Global	DFGBX	\$1,965,374	3.4%		\$1,965,374	3.4%			
<b>Intermediate Fixed Income</b>		<b>\$13,002,941</b>	<b>22.6%</b>		<b>\$13,002,941</b>	<b>22.6%</b>	<b>20.0%</b>	<b>10-30%</b>	<b>2.6%</b>
JPMorgan Core Bond Fund R6	JCBUX	\$5,633,821	9.8%		\$5,633,821	9.8%			
YSU Intermediate Term Fixed	-	\$4,593,102	8.0%		\$4,593,102	8.0%			
Prudential High Yield Bond R6	PHYQX	\$2,776,018	4.8%		\$2,776,018	4.8%			
<b>Cash &amp; Cash Equivalents</b>		<b>\$41,131</b>	<b>0.1%</b>		<b>\$41,131</b>	<b>0.1%</b>	<b>0.0%</b>	<b>0-5%</b>	<b>0.1%</b>
Equity Account Cash	-	\$41,131	0.1%		\$41,131	0.1%			
<b>Total University Assets</b>		<b>\$69,813,947</b>			<b>\$69,789,703</b>				

\*As of 8/31/2020

# **AUDIT SUBCOMMITTEE**

## **AGENDA**



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
AUDIT SUBCOMMITTEE  
Michael A. Peterson, Chair  
Molly S. Seals, Vice Chair  
John R. Jakubek  
James E. “Ted” Roberts  
Galatiani G. Lopuchovsky**

**Wednesday, December 2, 2020  
2:00 p.m. or immediately following  
previous meeting**

**Chestnut Room  
Kilcawley Center**

**AGENDA**

- A. Disposition of Minutes for Meeting Held September 2, 2020**
- B. Old Business**
- C. Committee Item**

**1. Discussion Items**

- C.1.a. = Tab 1 a. Required Communication with the Board of Trustees**  
Plante & Moran, PLLC, will report.
- C.1.b. = Tab 2 b. Audited Financial Report for Fiscal Years 2020 and 2019**  
Neal McNally, Vice President for Finance and Business Operations, and Katrena Davidson, Controller, will report.
- C.1.c. = Tab 3 c. Ohio Senate Bill 6 Financial Ratio Analysis for Fiscal Year 2020**  
Neal McNally, Vice President for Finance and Business Operations, and Katrena Davidson, Controller, will report.
- C.1.d. = Tab 4 d. The Rich Center for Autism Audit Report**  
Kelli L. Miller, Director of Internal Audit, will report.
- C.1.e. = Tab 5 e. Audit Matrix Open Audit Recommendations Update**  
This matrix tracks the progress of the implementation of recommendations for improvement or correction made by internal and external auditors.  
Kelli L. Miller, Director of Internal Audit, will report.

- C.1.f. = Tab 6**      **f. FY21 First Quarter Internal Audit Plan Update**  
Kelli L. Miller, Director of Internal Audit, will report.
  
- C.1.g. = Tab 7**      **g. Anonymous Reporting Hotline Stats Update**  
Kelli L. Miller, Director of Internal Audit, will report.
  
- h. Enterprise Risk Management Update**  
Kelli L. Miller, Director of Internal Audit, will report.

**D. New Business**

**E. Adjournment**

October 14, 2020

To the Audit Subcommittee of the Board of Trustees  
Youngstown State University

We have audited the financial statements of Youngstown State University (the "University") as of and for the year ended June 30, 2020 and have issued our report thereon dated October 14, 2020. Professional standards require that we provide you with the following information related to our audit.

**Our Responsibility Under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated July 27, 2020, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we considered the internal control of the University. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Our audit of the University's financial statements has also been conducted in accordance with *Government Auditing Standards*, issued by the Comptroller General of the United States. Under *Government Auditing Standards*, we are obligated to communicate certain matters that come to our attention related to our audit to those responsible for the governance of the University, including compliance with certain provisions of laws, regulations, contracts, and grant agreements; certain instances of error or fraud; illegal acts applicable to government agencies; and significant deficiencies in internal control that we identify during our audit. Toward this end, we issued a separate letter dated October 14, 2020 regarding our consideration of the University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements.

**Planned Scope and Timing of the Audit**

We performed the audit according to the planned scope and timing previously communicated to you in our letter about planning matters on August 7, 2020.

## **Significant Audit Findings**

### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by the University are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during 2020.

We noted no transactions entered into by the University during the year for which there is a lack of authoritative guidance or consensus.

We noted no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates are as follows:

- **Student Accounts Receivable Allowance for Uncollectible Accounts** - The University's management has established the student accounts receivable allowance by applying estimated uncollectible percentages to the balances based upon the aging. The uncollectible percentages were estimated based upon prior experience at the University.
- **Student Loans Receivable Allowance for Uncollectible Accounts** - The University's management has established the student loans receivable allowance by applying estimated uncollectible percentages to the balances based upon their status (e.g., current, past due, or in default). The uncollectible percentages were estimated based upon prior experience at the University.
- **Liability for Accrued Compensated Absences** - Management calculates the liability for compensated absences based on eligible service requirements and hours accumulated. We have evaluated this estimated liability by reviewing the reasonableness of the methodology and assumptions used by the University, testing data related to the calculation, and performing clerical tests on the calculation itself.
- **Liability for Group Employee Benefit Self-insurance** - The University's management has established an estimated liability for group employee benefit self-insurance liability claims based on historical experience.
- **Net Pension and OPEB Liabilities** - Management's estimate of the unfunded liability for the pension plan and the OPEB plan was calculated by multiplying the University's portion of the contributions made to the respective plans by the total pension liability of the plans provided by an independent actuary. The independent actuary used a number of assumptions to determine the overall unfunded liability of each plan.

We evaluated the key factors and assumptions used to develop the estimates described above in determining that they are reasonable in relation to the financial statements taken as a whole.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was in Note 16 related to the impact of the COVID-19 pandemic on the University. To assist with the economic impact of the pandemic, the University was awarded Higher Education Emergency Relief Fund (HEERF) grants of \$10.4 million of which 50 percent is required to be given to students as emergency grants. In addition. As of June 30, 2020, the University had disbursed \$3.2 million in emergency grants to students and approximately \$3.2 million in institutional support. Subsequent to June 30, 2020, the University received Coronavirus Relief Funds (CRF) from the State of Ohio totaling \$3.9 million which must be spent by December 30, 2020 on COVID-19-related expenditures.

***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

***Disagreements with Management***

For the purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements that were requested to be recorded. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

***Significant Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, business conditions affecting the University, and business plans and strategies that may affect the risks of material misstatement, with management each year prior to our retention as the University's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition of our retention.

***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated October 14, 2020.

***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a second opinion on certain situations. If a consultation involves application of an accounting principle to the University's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

To the Audit Subcommittee of the Board of Trustees  
Youngstown State University

October 14, 2020

This information is intended solely for the use of the board of trustees and management of the University and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

**Plante & Moran, PLLC**

A handwritten signature in black ink, appearing to read "Keith S. Martinez". The signature is written in a cursive style with a large, stylized initial "K".

Keith S. Martinez, CPA  
Partner



## Appendix A - Upcoming Changes

**Impact of COVID-19 on Operations** - During March 2019, the World Health Organization declared a global pandemic due to COVID-19. As a result, the University had to quickly shift to fully incorporate online learning with most faculty and staff working remotely. This has created additional risks that can include cybersecurity threats, changes to internal controls that increase fraud risks, increasing automated processes, and optimizing ERP systems, among many others. Plante & Moran, PLLC has put together a series of webinars to help you stay on top of these emerging issues while navigating the impact of working in a remote environment at this [link](#). Please reach out to a member of your engagement team if you have further questions.

**Fiduciary Activities** - GASB Statement No. 84, *Fiduciary Activities*, establishes criteria for identifying fiduciary activities of a public institution. An activity meeting the criteria should be reported in a fiduciary fund in the basic financial statements. The statement was issued because it was determined by the GASB that there was divergence in practice between governments in what was being reported in a fiduciary fund. The University will have to apply the new principles-based rules from this statement to determine if more reporting will be required related to fiduciary activities that may exist upon implementation of this standard. In June 2020, the GASB issued statement No. 97, which further clarifies guidance provided in GASB 84 for many deferred compensation plans providing exceptions for including these plans as fiduciary component units. Additionally, in May 2020, the GASB issued Statement No. 95, delaying the effective date for this new standard by one year. This delayed effective date is as of July 1, 2020, and, therefore, the University is required to work through implementing the various process and reporting changes prior to June 30, 2021. The GASB also issued an extensive implementation guide in June 2019 with several examples.

**Leases** - GASB Statement No. 87, *Leases*, will result in reporting in the financial statements for all leases that exceed 12 months in duration or that transfer ownership of the underlying asset:

- Lease liability should be measured at the present value of payments expected to be made during the lease term.
- Lease asset should be measured at the amount of the initial measurement of the lease liability.
- Amortization expense related to the lease asset (recognizing the asset amount as an expense over the term of the lease)
- Interest expense related to the lease liability

If the lease transfers ownership of the underlying asset, the University will record the transaction as a financed purchase (asset and long-term debt). The notes to the financial statements would include a description of leasing arrangements, the amount of lease assets recognized, and a schedule of future lease payments to be made. In May 2020, the GASB issued Statement No. 95, delaying the effective date for this new standard. The delayed effective date is for reporting periods beginning after June 15, 2020 (fiscal year 2022). The GASB also issued an extensive implementation guide in August 2019 with several examples.

**Majority Equity Interest** - GASB Statement No. 90, *Accounting and Financial Reporting for Majority Equity Interests - An Amendment of GASB Statement No. 14 and No. 61*, requires a majority equity interest in a legally separate organization to be reported as an investment if a public institution's holding of the equity interest meets the definition of an investment (as defined in GASB 72) and measured using the equity method. For all other holdings of a majority equity interest in a legally separate organization, the institution would report the organization as a component unit. Those provisions should be applied on a prospective basis. In May 2020, the GASB issued Statement No. 95, delaying the effective date for this new standard by one year. This delayed effective date is for the year ending June 30, 2021.

## **Appendix A - Upcoming Changes (Continued)**

**Omnibus 2020** - GASB Statement No. 92, *Omnibus 2020*, addresses eight unrelated practice issues and technical inconsistencies in authoritative literature with various effective dates. The standard addresses leases, intraentity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance-related activities of public entity risk pools, fair value measurements, and derivative instruments. In May 2020, the GASB issued Statement No. 95, delaying the effective date for certain components of this new standard by one year. This delayed effective date is for the year ending June 30, 2022.

**Replacement of Interbank Offered Rates** - GASB Statement No. 93, *Replacement of Interbank Offered Rates*, is effective for the year ending June 30, 2022. With the London Interbank Offered Rate (LIBOR) expecting to cease existence in its current form at the end of 2021, this statement addresses accounting and financial reporting implications that result from the replacement of an interbank offered rate (IBOR) in hedging derivative instruments and leases.

**Public-private and Public-public Partnerships and Availability Payment Arrangements** - GASB Statement No. 94 is effective for the year ending June 30, 2023. The standard improves accounting and financial reporting for arrangements where a governmental entity contracts with an operator to provide public services by conveying control of the right to operate or use nonfinancial assets, such as infrastructure or other capital assets, for a period of time in an exchange or exchange-like transaction. It establishes the definitions of public-private and public-public partnerships (PPPs) and availability payment arrangements (APAs) and provides uniform guidance on accounting and financial reporting for transactions that meet those definitions. It requires governments to report assets and liabilities related to PPPs consistently and disclose important information about PPP transactions.

**Subscription-based Information Technology Arrangements** - GASB Statement No. 96, is effective for the year ending June 30, 2023. The standard provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). Under this standard, end users in SBITAs are required to recognize a right-to-use subscription asset and a corresponding subscription liability.

**Revenue and Expense Recognition (Preliminary View)** - In June 2020, the GASB issued a preliminary view titled Revenue and Expense Recognition, which introduces a new methodology for categorizing transactions for recognition based on the assessment of specific characteristics, which includes identifying transactions with performance obligations. If performance obligations are identified, then revenue and expense will essentially be recognized as those obligations are satisfied. Additional guidance is being proposed for those transactions without performance obligations, such as state appropriations and property taxes. Comments from stakeholders are due by February 26, 2021.



To Management and the Board of Trustees  
Youngstown State University

This report is subject to review and acceptance by the Auditor of State's office, and the requirements of Ohio Revised Code § 117.25 are not met until the Auditor of State certifies this report. This process will be completed by the Auditor of State in a reasonable timeframe and reports are subject to change if the Auditor of State determines that modification of a report is necessary to comply with required accounting or auditing standards or Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

October 14, 2020



Keith S. Martinez, CPA  
Partner



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**FINANCIAL REPORT**  
*For the Years Ended  
June 30, 2020 and 2019*



# YOUNGSTOWN STATE UNIVERSITY

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# YOUNGSTOWN STATE UNIVERSITY

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## MESSAGE FROM PRESIDENT TRESSEL

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October 14, 2020

My message from last year's Annual Financial Report ended with this statement:

While challenges remain in the ever-evolving higher education landscape, especially with enrollment and its impact on the budget, we believe YSU is positioned well to build on our many strengths, to fulfill our potential, to facilitate positive change and to ensure the continued and expanding success of our students.

Three months after writing that, Covid-19 hit - and the world changed.

In a matter of two weeks, YSU transitioned all on-campus classes to online remote courses. In the Fall Semester, as the virus continued to spread, we instituted a plan limiting the number of students taking classes on campus, and we put into place dozens of protocols to keep our students, employees and campus community safe. We have worked closely with our governor, other public universities across Ohio, our employees, our students and our community to respond in an inclusive, transparent and collegial manner to the ever-changing circumstances.

Now, we move forward. While many of the difficulties and uncertainties that we have faced over the past few months are likely to continue, and possibly even multiply, it's important that we understand now, more than ever, that this moment also presents potential positive opportunities to us as an institution. It's time to step up, not back down.

And that brings us back to that concluding statement from last year's Financial Report message. It's as relevant today as it was back then. We are, in fact, despite everything that's happened, still in a position to build on our 112-year history as an institution that provides invaluable educational, cultural and economic benefits to the region. We are, even in the wake of this global pandemic, still positioned to provide the leadership to facilitate positive, long-lasting change across the Mahoning and Shenango valleys. And we certainly are, even as we face a future of many unknowns, still able to help our students become the scientists, entrepreneurs, doctors, innovators, teachers and law enforcement officers who will show us the way out of this turbulent time.

Sincerely yours,



James P. Tressel  
President



## Independent Auditor's Report

To the Board of Trustees  
Youngstown State University

### Report on the Financial Statements

We have audited the accompanying financial statements of Youngstown State University (the "University"), a component unit of the State of Ohio, and its discretely presented component unit as of and for the year ended June 30, 2020 and the related notes to the financial statements, which collectively comprise Youngstown State University's basic financial statements, as listed in the table of contents.

#### *Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Opinion*

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the financial position of Youngstown State University and its discretely presented component unit as of June 30, 2020 and the changes in their financial position and, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### *Emphasis of Matter*

As described in Note 16 to the financial statements, the COVID-19 pandemic has impacted the operations of the University. Our conclusion is not modified with respect to this matter.



To the Board of Trustees  
Youngstown State University

**Other Matters**

*Report on Prior Year Financial Statements and Restatement*

The basic financial statements of Youngstown State University and its discretely presented component unit, as of and for the year ended June 30, 2019, were audited by a predecessor auditor, which expressed an unmodified opinion on Youngstown State University. The predecessor auditor's report was dated October 15, 2019.

*Required Supplemental Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the schedule of the University's proportionate share of the net pension liability, the schedule of the University's pension contributions, the schedule of the University's proportionate share of the net OPEB liability, and the schedule of the University's OPEB contributions, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplemental information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

*Other Information*

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Youngstown State University's basic financial statements. The message from President Tressel, board of trustees, and executive officers, as listed in the table of contents, are presented for the purpose of additional analysis and are not a required part of the basic financial statements. The information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and, accordingly, we do not express an opinion or provide any assurance on it.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 14, 2020 on our consideration of Youngstown State University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Youngstown State University's internal control over financial reporting and compliance.



October 14, 2020

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS

The Management's Discussion and Analysis section of Youngstown State University's (the University or YSU) Financial Report presents a discussion and analysis of the financial performance of the University during the fiscal year ended June 30, 2020 with comparative information for the fiscal years ended June 30, 2019 and June 30, 2018. This discussion has been prepared by management and should be read in conjunction with the financial statements and the accompanying notes that follow.

### Introduction

An Institution of Opportunity: YSU inspires individuals, enhances futures, and enriches lives.

As a student-centered university, Youngstown State University's mission is to provide innovative lifelong learning opportunities that will inspire individuals, enhance futures and enrich lives. YSU inspires individuals by cultivating a curiosity for life-long learning; enhances the futures of our students by empowering them to discover, disseminate and apply their knowledge; and enriches the region by fostering collaboration and the advancement of civic, scientific, and technological development. YSU's culture of enrichment flourishes in our diverse, accessible, and quality education.

Youngstown State University is where students thrive in their educational and career pursuits, where scholarship creates innovative solutions, and where community engagement is a cornerstone of collaboration that collectively contribute to the sustainable prosperity of the region and beyond.

We - the faculty, staff, administrators, and students of Youngstown State University - hold the following values essential to achieving the University's mission:

- Centrality of Students – We put students first, fostering their holistic and lifelong success.
- Excellence and Innovation – We bring academic excellence and innovation to learning and life for all stakeholders.
- Integrity and Human Dignity – We root all behaviors, decisions and actions in the achievement of integrity, mutual respect, collegiality, equity and inclusion.
- Collegiality and Public Engagement – We embrace collaboration and create innovative partnerships to foster sustainability and enrich our university, our culture, and region.

The University started out as a single commercial law course offered by the local YMCA. Over a century later, it serves the Youngstown area with the same passion, and consists of the College of Graduate Studies and six undergraduate colleges: the Beeghly College of Education; the Bitonte College of Health and Human Services; the Cliffe College of Creative Arts and Communication; the College of Liberal Arts and Social Sciences; the College of Science, Technology, Engineering, and Mathematics; and the Williamson College of Business Administration. The University offers degrees at the undergraduate, graduate and doctoral levels.

The University is located on a 145-acre campus near downtown Youngstown, Ohio and is equidistant (approximately 60 miles) from both Pittsburgh and Cleveland. Fall 2020 enrollment was 11,788.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

On March 11, 2020, the World Health Organization declared the outbreak of a respiratory disease caused by a new coronavirus a pandemic, now known as COVID-19. In response to the COVID-19 pandemic, governments have taken preventative or protective actions, such as temporary closures of non-essential businesses and “shelter-at-home” guidelines for individuals. As a result, the global economy has been negatively affected, and the University’s operations were also impacted. Due to the “shelter-at-home” guidelines during April and May 2020, the University shifted to a remote online learning environment and sent students home.

### Using the Financial Statements

The University’s financial report includes three basic financial statements: the Statement of Net Position, the Statement of Revenues, Expenses, and Changes in Net Position, and the Statement of Cash Flows. These financial statements are prepared in accordance with the financial reporting format required by the Governmental Accounting Standards Board’s (GASB) Statements No. 34, *Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments*, as amended by GASB Statement No. 61, *The Financial Reporting Entity: Omnibus*; and No. 35, *Basic Financial Statements and Management’s Discussion and Analysis for Public Colleges and Universities*, as amended by GASB Statements No. 37, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments: Omnibus* and No. 38, *Certain Financial Statement Note Disclosures*. These statements establish standards for external financial reporting for public colleges and universities and require that financial statements be presented on a basis to focus on the financial condition of the University, the results of operations, and cash flows of the University as a whole.

During fiscal year 2018, the University adopted GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions (OPEB)* and during fiscal year 2015, the University adopted GASB Statement No. 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*. These statements significantly revised accounting for pension/OPEB costs and assets/liabilities.

Prior to GASBs 68 and 75, the accounting for pension/OPEB costs, was focused on a funding approach, which limited pension/OPEB costs to contributions annually required by law, which may or may not be sufficient to fully fund each pension plan’s net pension/OPEB asset/liability.

Under the standards required by these statements, the net pension/OPEB asset/liability equals the University’s proportionate share of each pension/OPEB plan’s collective present value of estimated future pension/OPEB benefits attributable to employees’ past service minus plan assets available to pay these benefits. Pension/OPEB obligations, whether funded or unfunded, are part of the “employment exchange” – that is, the employee is trading his or her labor in exchange for wages, benefits and the promise of a future pension and OPEB. The unfunded portions of these pension/OPEB promises are a present obligation, part of a bargained-for benefit to the employee, and are reported by the University as liabilities since the benefit of the exchange was received.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

The nature of Ohio's statewide pension systems and state law governing those systems requires additional explanation in order to properly understand the information presented in these statements. The University is not responsible for certain key factors affecting the balance of these liabilities. In Ohio, the employee shares the obligation of funding pension benefits with the employer. Both employer and employee contribution rates are capped by the State statute. A change in these caps requires action by both Houses of the General Assembly, and approval of the Governor. Benefit provisions are also determined by State statute. The employee enters the employment exchange with the knowledge that the employer's promise is limited not by contract but by law. The employer enters the exchange also knowing that there is a specific, legal limit to its contribution to the pension system. In Ohio, there is no legal means to enforce the unfunded liability of the pension system against the public employer. State law operates to mitigate the obligation of the public employer to the employee because all parties enter the employment exchange with notice as to the law. The pension system is responsible for the administration of the plan.

Most long-term liabilities have set repayment schedules or, in the case of compensated absences (i.e. sick and vacation leave), are satisfied through paid time-off or termination payments. There is no repayment schedule for the net pension/OPEB asset/liabilities. Changes in pension/OPEB benefits, contribution rates, and return on investments affect the balances of the net pension/OPEB asset/liabilities, but are outside the control of the public employer. In the event that contributions, investment returns and other changes are insufficient to keep up with required payments, State statute does not assign/identify the responsible party for the unfunded portion. Due to the unique nature of how the net pension/OPEB asset/liabilities are satisfied, these assets and liabilities are separately identified within the noncurrent asset and long-term liability sections of the Statement of Net Position.

In accordance with GASBs 68 and 75, the University's statements, prepared on an accrual basis of accounting, include an annual pension/OPEB expense for the proportionate share of each pension plan's *change* in net pension/OPEB asset/liability.

Overall key presentation elements of the financial statements include:

- Assets and liabilities are categorized as either current or noncurrent. Current assets and liabilities will be consumed or fulfilled within one year.
- Revenues and expenses are categorized as either operating or non-operating. Significant recurring sources of the University's revenues, including State of Ohio (State) appropriations, certain grants, gifts and investment income are considered non-operating, as defined by GASB Statement No. 35.
- University scholarships that represent reduced tuition (i.e., are applied to student accounts rather than refunded to students) are shown as a reduction of tuition, fees and other student charges, while payments made directly to students are presented as scholarship expense. Third party scholarships are treated as though the students made the payments themselves.
- Capital assets are reported net of accumulated depreciation.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

In accordance with GASB Statement No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining Whether Certain Organizations Are Component Units*, and GASB Statement No. 61, *The Financial Reporting Entity: Omnibus*, The Youngstown State University Foundation (YSUF or Foundation) is treated as a component unit of the University. The Foundation is discretely presented in this report by presentation of the individual financial statements immediately following the University's respective GASB financial statements. Additional information on this component unit is contained in Note 15. Management's Discussion and Analysis focuses on the University and does not include the component unit.

### The Statement of Net Position

The Statement of Net Position presents the financial position of the University at the end of the fiscal year and includes all assets (current and noncurrent), deferred outflows of resources, liabilities (current and noncurrent), deferred inflows of resources, and net position of the University. Current assets are classified as such if they are available to satisfy current liabilities, which are generally defined as being due within one year of the date of the Statement of Net Position. Net position is one indicator of the financial condition of the University, while the change in net position is an indicator of whether the overall financial condition has improved or worsened during the year.

A summarized comparison of the University's assets, deferred outflows of resources, liabilities, deferred inflows of resources, and net position at June 30, 2020, 2019, and 2018 follows:

	June 30, 2020	June 30, 2019	June 30, 2018
Assets			
Current assets	\$ 61,921,355	\$ 72,959,245	\$ 78,278,611
Noncurrent assets			
Capital assets, net	219,966,440	216,581,791	215,994,991
Other assets	31,826,862	31,097,061	24,776,093
Total noncurrent assets	<u>251,793,302</u>	<u>247,678,852</u>	<u>240,771,084</u>
Total Assets	<u>313,714,657</u>	<u>320,638,097</u>	<u>319,049,695</u>
Deferred Outflows of Resources	27,832,781	43,471,234	38,025,661
Liabilities			
Current liabilities	26,164,070	26,222,716	25,854,525
Noncurrent liabilities	231,807,101	258,084,632	246,716,632
Total Liabilities	<u>257,971,171</u>	<u>284,307,348</u>	<u>272,571,157</u>
Deferred Inflows of Resources	<u>32,373,740</u>	<u>21,335,124</u>	<u>26,870,366</u>
Total Net Position	<u>\$ 51,202,527</u>	<u>\$ 58,466,859</u>	<u>\$ 57,633,833</u>
Net Position			
Net investment in capital assets	\$ 147,352,730	\$ 140,074,416	\$ 136,184,268
Restricted	29,338,685	32,333,899	31,793,379
Unrestricted	<u>(125,488,888)</u>	<u>(113,941,456)</u>	<u>(110,343,814)</u>
Total Net Position	<u>\$ 51,202,527</u>	<u>\$ 58,466,859</u>	<u>\$ 57,633,833</u>

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Current assets include unrestricted and restricted cash and cash equivalents, investments that mature within one year, receivables, inventories and other short-term assets. Noncurrent assets include unrestricted investments that mature in more than one year and investments that are restricted by donors or external parties as to their use. Also included are receivables deemed to be collectible in more than one year, capital assets and net OPEB assets. Current assets decreased \$11 million from fiscal year 2019 to fiscal year 2020 and decreased \$5.3 million from fiscal year 2018 to fiscal year 2019. Noncurrent assets increased \$4.1 million from fiscal year 2019 to fiscal year 2020 and increased \$6.9 million from fiscal year 2018 to fiscal year 2019.

Deferred outflows of resources include resources where the consumption is applicable to a future reporting period, but does not require further exchange of service. Deferred outflows which include items relating to pensions/OPEB decreased \$15.6 million from fiscal year 2019 to fiscal year 2020 and increased \$5.4 million from fiscal year 2018 to fiscal year 2019.

Current liabilities include all liabilities that are payable within the next fiscal year. Unearned revenues, principally from summer programs, are also presented as current liabilities. Liabilities that are due to be paid beyond the next fiscal year are reported as noncurrent liabilities and include debt, compensated absences, and net pension/OPEB asset/liabilities. Current liabilities remained flat from fiscal year 2019 to fiscal year 2020 and increased \$0.4 million from fiscal year 2018 to fiscal year 2019. Noncurrent liabilities decreased \$26.3 million from fiscal year 2019 to fiscal year 2020 and increased \$11.4 million from fiscal year 2018 to fiscal year 2019.

Deferred inflows of resources represent the acquisition of resources that are applicable to a future reporting period. Deferred inflows of resources which include unamortized concession arrangements and items relating to pensions/OPEB increased \$11 million from fiscal year 2019 to fiscal year 2020 and decreased \$5.5 million from fiscal year 2018 to fiscal year 2019.

### Assets

Assets primarily consist of cash and cash equivalents, investments, receivables and capital assets. The following table summarizes balances at:

	June 30, 2020	June 30, 2019	June 30, 2018
Cash and cash equivalents	\$ 5,791,497	\$ 17,124,401	\$ 24,301,741
Investments	68,470,267	67,727,713	63,866,375
Accounts, loans, and pledges receivable, net	12,615,556	12,287,432	13,200,765
Net OPEB asset	5,446,000	5,237,852	-
Capital assets, net	219,966,440	216,581,791	215,994,991
Other	1,424,897	1,678,908	1,685,823
Total Assets	<u>\$ 313,714,657</u>	<u>\$ 320,638,097</u>	<u>\$ 319,049,695</u>

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Cash and cash equivalents decreased \$11.3 million or 66% from fiscal year 2019 to fiscal year 2020. This decrease was primarily due to an increase in capital project activity and the overall impact of the COVID-19 pandemic, including the timing of reimbursements of COVID-19 related expenses and adjustments to student accounts as well as loss of revenue from cancelled events and a reduction in state appropriations.

Investments increased \$0.7 million or 1% from fiscal year 2019 to fiscal year 2020. Although total investments remained flat, there was a slight shift in amounts invested in bond mutual funds and a slight increase in amounts in equity funds. Bond mutual funds decreased \$1 million or 7% whereas equity mutual funds increased \$1.4 million or 8% at June 30, 2020 as compared to June 30, 2019.

Overall accounts, net loans and pledges receivable, net increased \$0.3 million or 2.7% from fiscal year 2019 to fiscal year 2020. This increase was primarily due to an increase in net accounts receivable. Net accounts receivable increased \$.8 million from \$10.9 million at June 30, 2019 to \$11.7 million at June 30, 2020 primarily due to increased year end activity on capital projects funded from grants and state capital appropriations as well as unreimbursed uses of funds awarded under the Coronavirus, Aid, Relief, and Economic Security (CARES) Act.

Net OBEP assets increased \$0.2 million or 4% from fiscal year 2019 to fiscal year 2020.

Cash and cash equivalents decreased \$7.2 million or 30% from fiscal year 2018 to fiscal year 2019. The decrease was primarily due to an increase in cash used for various capital projects and an overall increase in cash used in operating activities. Deposits held by Trustees totaled \$17,028 at June 30, 2019 compared to \$24,870 at June 30, 2018.

Investments increased \$3.9 million or 6% from fiscal year 2018 to fiscal year 2019. This was primarily due to unrealized gains resulting from a favorable market environment.

Overall, net accounts, loans and pledges receivable decreased \$0.9 million from \$13.2 million at June 30, 2018 to \$12.3 million at June 30, 2019. Net accounts receivable decreased \$0.4 million from \$11.3 million at June 30, 2018 to \$10.9 million at June 30, 2019, primarily due to a decrease in year end activity on grants and capital projects combined with an increase in gifts raised by YSUF on behalf of YSU in the month of June over the prior year. Net loans decreased \$0.3 million from \$1.2 million at June 3, 2018 to \$0.9 million at June 30, 2019 due to the non-renewal of the Perkins Program by Congress. Net pledges remained relatively flat as new pledges are recorded by the Foundation in accordance with the development agreement.

Net OPEB assets increased \$5,237,852 or 100% from fiscal year 2018 to fiscal year 2019.

Refer to Note 3 for additional information on cash and cash equivalents, Note 4 for details on investments, Note 5 for information on accounts and loans receivable, and Note 6 for information on pledges receivable.

At June 30, 2020, the University had \$220 million in capital assets, net of accumulated depreciation. Depreciation totaled \$14.1 million, \$13.4 million, and \$12.7 million in fiscal years 2020, 2019, and 2018 respectively.



# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Details of net capital assets are shown below.

	June 30, 2020	June 30, 2019	June 30, 2018
Land	\$ 17,789,943	\$ 17,637,005	\$ 16,358,867
Buildings, net	101,561,380	102,319,696	107,252,793
Improvements to buildings, net	67,462,490	62,955,911	59,966,356
Improvements other than buildings, net	22,284,712	19,794,706	19,500,754
Construction in progress	4,290,786	5,280,515	4,115,034
Moveable equipment and furniture, net	5,249,533	7,169,577	7,427,750
Vehicles, net	299,330	355,610	358,645
Historical treasures	943,288	943,288	890,503
Capital leases, net	84,978	125,483	124,289
Total Capital Assets, net	<u>\$ 219,966,440</u>	<u>\$ 216,581,791</u>	<u>\$ 215,994,991</u>

Major capital activity during fiscal year 2020 included completion of the multimedia center on the east side of Stambaugh Stadium and the North Central Parking Lot adjacent to the multimedia center. Also, an athletic field on the north side of campus was completed as well as an indoor tennis facility. The first phase of renovations were completed in the Cushwa Hall physical therapy department, and the second phase of renovations were completed in Meshel Hall. Additionally, the Bliss Hall entranceway was renovated as well as upgrades to the utility distribution system and roof repairs to the Cafaro House and Lyden House dormitories. Construction in progress includes the Excellence Training Center which is part of the Mahoning Valley Innovation & Commercialization Consortium, Ward Beecher Science Hall structural improvements, replacement of the Fok Hall roof and sections of the Ward Beecher roof, and renovations to the two pedestrian bridges on campus.

Major capital activity during fiscal year 2019 included completion of renovations to Ward Beecher Hall and the Natatorium as well as renovations to the dean's office in Bliss Hall and Beeghly Center South Plaza. Additionally, Jones Hall received facility upgrades and the Lincoln Building received upgrades to its instructional spaces. Utility distribution upgrades were made to various buildings across campus, and the Wick Avenue and Fifth Avenue parking decks were renovated. Construction in progress includes a multimedia center, renovations to Meshel Hall, Cushwa Hall Physical Therapy renovations, construction of the North Central Parking Lot, an athletic field, the Excellence Training Center, and an indoor tennis facility. During fiscal year 2019, the University was gifted several parcels of land totaling \$1.2 million for the purpose of constructing an athletic field, parking lots and for future expansion of the University.

Major capital activity during fiscal year 2018 included completion of the Barnes & Noble bookstore, the Cushwa Respiratory Care Lab, and improvements and development of the Campus Core and area's designated as gateways to YSU's campus. In addition, renovations took place in Meshel Hall's first and third floors, Ward Beecher Hall, and Bliss Hall Graduate offices. Repairs to the Fifth Avenue parking deck, replacement of the Jones Hall roof and upgrades to the underground steam and condensate lines originating at the Central Utility Plant were also completed. Construction in progress includes the Excellence Training Center, a multimedia center, academic area renovations, and upgrades including renovations to the Natatorium and Ward Beecher Hall and Jones Hall Facility Upgrades.



# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

See Note 7 for additional information on capital assets.

Other assets remained flat from fiscal year 2019 to fiscal year 2020, and from fiscal year 2018 to fiscal year 2019.

### Deferred Outflows/Inflows of Resources

Deferred outflows of resources represent the consumption of resources that are applicable to a future reporting period, but do not require further exchange of goods or services; whereas deferred inflows of resources represent the acquisition of resources that are applicable to a future reporting period. The following table summarizes balances at:

Deferred Outflows of Resources	June 30, 2020	June 30, 2019	June 30, 2018
Related to pension	\$ 20,224,223	\$ 38,407,114	\$ 33,308,150
Related to OPEB	5,929,505	3,260,281	2,788,887
Bond refunding	1,679,053	1,803,839	1,928,624
Total Deferred Outflows of Resources	<u>\$ 27,832,781</u>	<u>\$ 43,471,234</u>	<u>\$ 38,025,661</u>

Deferred Inflows of Resources	June 30, 2020	June 30, 2019	June 30, 2018
Service concession agreements	\$ 307,500	\$ 395,000	\$ 482,500
Related to pension	19,543,642	12,652,335	22,729,229
Related to OPEB	12,522,598	8,287,789	3,658,637
Total Deferred Inflows of Resources	<u>\$ 32,373,740</u>	<u>\$ 21,335,124</u>	<u>\$ 26,870,366</u>

Included in deferred outflows of resources and deferred inflows of resources are items relating to pensions, OPEB, bond refunding, and service concession agreements. Certain elements impacting the changes in the net pension/OPEB asset/liabilities have a longer term perspective than the current year, therefore to reduce volatility these elements are amortized over a closed period of specified duration. These include differences between expected and actual experience, changes of assumptions, net differences between projected and actual earnings of investments, and changes in the proportionate share of contributions. These elements can be reflected as either a deferred outflow of resources or a deferred inflow of resources.

Deferred outflows of resources decreased \$15.6 million or 36% from fiscal year 2019 to fiscal year 2020. Deferred outflows of resources related to pension decreased \$18.2 million or 47.3% primarily due to a combination of a \$9.7 million decrease in the net difference between projected and actual earnings on pension plan investments related to the OPERS plan; a \$7.7 million decrease in a change in assumptions, including \$3.5 million decrease related to the OPERS plan, and \$4.2 million increase related to the STRS Ohio plan; and a \$1.1 million decrease in differences between expected and actual experience in the STRS Ohio plan. Deferred outflows of resources related to OPEB increased \$2.7 million or 81.9% primarily due to a combination of a \$4.2 million increase in change in assumptions in the OPERS plan and a \$1.5 million decrease in the difference between projected and actual earnings on OPEB plan investments in the OPERS plan.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Deferred inflows of resources increased \$11 million or 51.7% from fiscal year 2019 to fiscal year 2020. Deferred inflows of resources related to pension increased \$6.9 million or 54.5% primarily due to a combination of a \$8.9 million increase in the net difference between projected and actual earnings on pension plan investments, including \$9.7 million increase related to the OPERS plan and \$.8 million decrease related to the STRS Ohio plan; and a \$1.6 million decrease in the proportionate share of contribution, including \$3.3 million decrease related to the STRS Ohio plan and \$1.7 million increase related to the OPERS plan. Deferred inflows of resources related to OPEB increased \$4.2 million or 51.1% primarily due to a combination of a \$2.9 million increase in the difference between expected and actual experience in the OPERS plan; a \$1.1 million decrease in a change in assumptions in the STRS Ohio plan; a \$1.4 million decrease in the net difference between projected and actual earnings on OPEB plan investments, including \$1.7 million increase related to the OPERS plan and \$.3 million decrease related to the STRS Ohio plan; and a \$1 million increase in the proportionate share of contribution in the OPERS plan.

Deferred outflows of resources increased \$5.4 million or 14.3% from fiscal year 2018 to fiscal year 2019. Deferred outflows of resources related to pension increased \$5.1 million primarily due to a combination of a \$9.7 million increase in the net difference between projected and actual earnings on pension plan investments related to the OPERS plan, a \$3.1 million decrease in changes in assumptions, including \$4.4 million decrease related to the OPERS plan and \$1.3 million increase related to the STRS Ohio plan, and a \$1.5 million decrease in differences between expected and actual experience in the STRS Ohio plan. Deferred outflows of resources related to OPEB increased \$0.5 million or 16.9% primarily due to a \$1.5 million increase in the net differences between projected and actual earnings on OPEB investments related to the OPERS plan and a \$1 million decrease in changes in assumptions in the OPERS plan.

Deferred inflows of resources decreased \$5.5 million or 20.6% from fiscal year 2018 to fiscal year 2019. Deferred inflows of resources related to pension decreased \$10.1 million primarily due to a \$7 million decrease in the net difference between projected and actual earnings on pension plan investments, including \$8.8 million decrease related to OPERS and \$1.8 million increase related to STRS Ohio plan, and \$3 million decrease in change in proportionate share of contribution, of which \$2.5 million related to the STRS Ohio plan. Deferred inflows of resources related to OPEB increased \$4.6 million primarily due to a \$6.1 million increase in changes in assumptions in the STRS Ohio plan and a \$2 million decrease in the net difference between projected and actual earnings on OPEB investments related to the OPERS plan.

See Note 13 for additional information on employee benefit plans.

During fiscal year 2015, the University entered into a ten year agreement with a food service beverage company for exclusive pouring rights and sponsorship program. The University received initial support funds in the amount of \$450,000 which are contingent upon the University utilizing the services of the beverage company over a ten year period. The unamortized amounts are reflected as Deferred Inflows of Resources in the Statement of Net Position.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

### Liabilities

Liabilities largely consist of accrued payroll and payroll withholdings, debt, unearned revenue, compensated absences, and net pension/OPEB asset/liability. The following table summarizes balances at:

	June 30, 2020	June 30, 2019	June 30, 2018
Accounts and construction payable	\$ 4,877,936	\$ 4,672,442	\$ 5,440,209
Payroll liabilities	8,150,854	8,732,941	8,943,359
Notes payable	13,919,024	14,692,269	15,017,057
Bonds payable, net	60,278,073	63,482,710	66,590,907
Unearned revenue	6,384,286	6,830,914	6,066,548
Compensated absences	6,996,865	7,529,370	8,295,752
Refundable advance	1,288,875	1,374,718	1,384,407
Other	2,053,012	1,452,859	1,382,030
Net pension liability	120,551,697	142,148,557	118,776,220
Net OPEB liability	33,470,549	33,390,568	40,674,668
Total Liabilities	<u>\$ 257,971,171</u>	<u>\$ 284,307,348</u>	<u>\$ 272,571,157</u>

Total liabilities decreased \$26.3 million or 9.3% from fiscal year 2019 to fiscal year 2020. Bonds payable decreased \$3.2 million due to scheduled debt service payments. The net pension liability decreased \$21.6 million. The OPERS net pension liability decreased \$22.6 million, whereas the STRS Ohio net pension liability increased \$1 million. The OPERS and STRS Ohio net pension liability balances were \$47.8 million and \$72.7 million at June 30, 2020 compared to \$70.4 million and \$71.7 million at June 30, 2019, respectively. The net OPERS OPEB liability remained flat at \$34.5 million at June 30, 2020 compared to \$33.4 at June 30, 2019.

Total liabilities increased \$11.7 million or 4.3% from fiscal year 2018 to fiscal year 2019. Bonds payable decreased \$3.1 million due to scheduled debt service payments. The net pension liability increased \$23.4 million. The OPERS net pension liability increased \$30.1 million; whereas the STRS Ohio net pension liability decreased \$6.7 million. The OPERS and STRS Ohio net pension liability balances were \$70.4 million and \$71.7 million at June 30, 2019 compared to \$40.3 million and \$78.4 million at June 30, 2018, respectively. The net OPEB liability decreased \$7.3 million or 17.9%. The OPERS net OPEB liability increased \$5.6 million; whereas the STRS Ohio net OPEB liability decreased \$12.9 million. The OPERS and STRS Ohio net OPEB liability balances were \$33.4 million and \$0 at June 30, 2019 compared to \$27.8 million and \$12.9 million at June 30, 2018, respectively.

See Note 8 for a further breakout of payroll and other liabilities, Notes 9 and 10 for detailed information about the University's debt, Note 12 for information on long-term liabilities, and Note 13 for information on employee benefit plans.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

### Net Position

Net position represents the residual interest in the University's assets after deferred outflows of resources are added, and liabilities and deferred inflows of resources are deducted. The reconciliation below presents the University's total net position removing the impact of the deferred inflows and outflows relating to pensions/OPEB as presented in the Statement of Net Position.

	June 30, 2020	June 30, 2019	June 30, 2018
Total Net Position	\$ 51,202,527	\$ 58,466,859	\$ 57,633,833
Add			
Deferred inflows of resources related to pension/OPEB	32,066,240	20,940,124	26,387,866
Net pension/OPEB liability	154,022,246	175,539,125	159,450,888
Subtract			
Deferred outflows of resources related to pension/OPEB	(26,153,728)	(41,667,395)	(36,097,037)
Net OPEB asset	(5,446,000)	(5,237,852)	-
Total Net Position without GASBs 68 and 75	<u>\$ 205,691,285</u>	<u>\$ 208,040,861</u>	<u>\$ 207,375,550</u>

The following tables summarize the categories of net position including segregation of the unrestricted net position relating to the impact of GASBs 68 and 75.

	June 30, 2020	June 30, 2019	June 30, 2018
Net investment in capital assets, net of related debt	\$ 147,352,730	\$ 140,074,416	\$ 136,184,268
Restricted, nonexpendable - endowments	5,534,526	5,470,553	5,435,363
Restricted, expendable - gifts, grants, and student loans	23,804,159	26,863,346	26,358,016
Unrestricted (without GASBs 68 and 75)	28,999,870	35,632,546	39,397,903
GASBs 68 and 75	(154,488,758)	(149,574,002)	(149,741,717)
Total Net Position	<u>\$ 51,202,527</u>	<u>\$ 58,466,859</u>	<u>\$ 57,633,833</u>

Overall, the University's total net position decreased \$7.2 million or 12.4% from \$58.4 million at June 30, 2019 to \$51.2 million at June 30, 2020. This resulted from an excess of expenses over revenues and includes a \$7.3 million increase in the net amount invested in capital assets, a \$3 million decrease in restricted net position, a \$6.6 million decrease in unrestricted net position excluding the impact of GASBs 68 and 75, and a \$4.9 million decrease in unrestricted net position attributed to the impact of GASBs 68 and 75.

Overall, the University's total net position increased \$0.8 million or 1.5% from \$57.6 million at June 30, 2018 to \$58.4 million at June 30, 2019. This resulted from an excess of revenue over expenses and includes a \$3.9 million increase in the net amount invested in capital assets, a \$0.5 million increase in restricted net position and a \$3.6 million decrease in unrestricted net position.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

The net investment in capital assets consists of capital assets net of accumulated depreciation and deferred outflows of resources relating to bond refunding reduced by the outstanding balance of bonds, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. The increase of \$7.3 million from fiscal year 2019 to fiscal year 2020 was due to net capital additions of \$17.5 million, a \$4 million decrease in outstanding debt and current year depreciation and amortization of \$14.2 million. Outstanding debt was \$74.3 million at June 30, 2020 compared to \$78.3 million at June 30, 2019.

The increase of \$3.9 million from fiscal year 2018 to fiscal year 2019 was due to net capital additions of \$14 million, \$3.4 million decrease in outstanding debt and current year depreciation and amortization of \$13.5 million. Outstanding debt was \$78.3 million at June 30, 2019 compared to \$81.7 million at June 30, 2018.

Restricted, non-expendable net position consists primarily of endowment funds held by the University. Changes in this category are driven primarily by investment performance, which was positive in fiscal years 2020, 2019, and 2018.

Restricted, expendable net position is subject to externally imposed restrictions governing their use. Changes in this category are due to the timing of revenues and expenses in funds provided by donors and grantors.

Total restricted expendable net position was \$23.8 million at June 30, 2020 compared to \$26.9 million at June 30, 2019, an overall decrease of \$3.1 million or 11.4%. This decrease was primarily due to a \$1.1 million in COVID-19 related expenses that were not reimbursable until July 2020 when the Ohio Department of Higher Education granted emergency relief in the form of Coronavirus Relief Funds (CRF), a \$1.5 million net decrease in capital gifts designated for capital projects, including an athletic field, indoor tennis facility and a multimedia center; and a \$1.5 million decrease in capital gifts internally set aside for debt service. Non-capital funds totaled \$17.1 million at June 30, 2020 compared to \$17.9 million at June 30, 2019 whereas capital gift and grant funds totaled \$6.7 million at June 30, 2020 compared to \$9 million at June 30, 2019.

Total restricted expendable net position was \$26.9 million at June 30, 2019 compared to \$26.4 million at June 30, 2018, an overall increase of \$.5 million or 1.9%. Non-capital restricted funds increased \$0.8 million from \$17.1 million at June 30, 2018 to \$17.9 million at June 30, 2019; whereas restricted funds designated for capital purposes decreased \$0.3 million from \$9.3 million at June 30, 2018 to \$9 million at June 30, 2019. The \$0.8 million increase in non-capital funds was primarily due to gift revenue exceeding expenses. Approximately \$0.5 million of the increase was due to investment income on the University endowments exceeding the actual distributions based on spending policy. Undistributed investment appreciation and earnings totaled \$4.6 million at June 30, 2019 compared to \$4.1 million at June 30, 2018. The \$0.3 million net decrease in capital gifts designated for capital projects included a \$0.9 million increase in funds restricted to a new Student Success Center, \$0.5 million increase in a gift fund for an Athletic Complex, as well as a \$1.6 million decrease in capital gift funds internally designated for debt service. At June 30, 2019, the Student Success Center fund totaled \$1.6 million, the Athletic complex funds totaled \$1 million and the capital gifts set aside for debt service totaled \$3.6 million.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Unrestricted net position is not subject to externally imposed restrictions and is designated for future operations, plant construction and maintenance, and debt service. The following table summarizes unrestricted net position at:

	June 30, 2020	June 30, 2019	June 30, 2018
Operating and designated funds	\$ 8,618,056	\$ 6,238,645	\$ 8,567,394
Operating reserves	7,786,754	7,786,754	7,754,000
Plant funds	12,572,675	21,584,741	23,054,075
Loan funds	22,385	22,406	22,434
Total without GASBs 68 and 75	28,999,870	35,632,546	39,397,903
GASBs 68 (Pension fund)	(119,871,116)	(116,393,778)	(108,197,299)
GASB 75 (OPEB fund)	(34,617,642)	(33,180,224)	(41,544,418)
Total Unrestricted Net Position	<u>\$ (125,488,888)</u>	<u>\$ (113,941,456)</u>	<u>\$ (110,343,814)</u>

Total unrestricted net position was (\$125.4) million at June 30, 2020 compared to (\$113.9) million at June 30, 2019. The decrease of \$11.5 million from fiscal year 2019 to fiscal year 2020 reflects an excess of expenses over revenues during fiscal year 2020 from noncapital activity. Total unrestricted net position without funds relating to pension/OPEB decreased \$6.6 million whereas the funds relating to pension/OPEB decreased \$4.9 million.

Operating and designated funds increased \$2.4 million from \$6.2 million at June 2019 to \$8.6 million at June 30, 2020; whereas plant funds decreased \$9 million from \$21.6 million to \$12.6 million. The \$9 million decrease in plant funds was due to a combination of a \$7.5 million decrease due to activity on capital projects, including an athletic field, indoor tennis facility, multimedia center and parking lot, as well as a \$1.5 million decrease in funds designated for future debt service.

The GASB 68 (Pension) fund decreased \$3.5 million from (\$116.4) million at June 30, 2019 to (\$119.9) million at June 30, 2020; whereas the GASB 75 (OPEB) fund decreased \$1.4 million from (\$33.2) million at June 30, 2019 to (\$34.6) million.

Total unrestricted net position was (\$113.9) million at June 30, 2019 compared to (\$110.3) million at June 30, 2018. The decrease of \$3.6 million from fiscal year 2018 to fiscal year 2019 reflects an excess of expenses over revenues during fiscal year 2019 from noncapital activity. Total unrestricted net position without funds relating to pension/OPEB decreased \$3.8 million whereas the funds relating to pension/OPEB decreased \$.2 million remaining flat at (\$149.6) million at June 30, 2019 compared to (\$149.7) million at June 30, 2018.

Operating and designated funds decreased \$2.4 million from \$8.6 million at June 30, 2018 to \$6.2 million at June 30, 2019; whereas plant funds decreased \$1.5 million from \$23.1 million to \$21.6 million, respectively.

The GASB 68 (Pension) fund decreased \$8.2 million from (\$108.2) million at June 30, 2018 to (\$116.4) million at June 30, 2019; whereas the GASB 75 (OPEB) fund increased \$8.3 million from (\$41.5) million at June 30, 2018 to (\$33.2) million at June 30, 2019.



# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

### The Statements of Revenues, Expenses, and Changes in Net Position

These statements present the operating results and the non-operating revenues and expenses of the University. Annual State appropriations, while budgeted for operations, are considered non-operating revenues according to generally accepted accounting principles. Pell grants dispersed to students and scholarships supported by restricted gifts are considered operating expenses; whereas the revenues supporting the expenses are considered nonoperating.

A summary of revenues, expenses, and changes in net position follows:

	June 30, 2020	June 30, 2019	June 30, 2018
Operating Revenues			
Net tuition, fees and other student charges	\$ 81,330,058	\$ 79,930,380	\$ 80,328,208
Auxiliary enterprises	17,060,256	19,786,312	20,124,228
Grants and contracts	12,296,168	11,202,469	12,641,642
Other	2,963,247	3,058,609	3,397,130
Total Operating Revenues	113,649,729	113,977,770	116,491,208
Operating Expenses	208,208,708	201,356,820	163,295,310
Operating Loss	(94,558,979)	(87,379,050)	(46,804,102)
Nonoperating Revenues (Expenses)			
State appropriations	42,089,994	42,914,559	43,261,001
Federal appropriations	6,063,592	-	-
Gifts, grants, and contracts	31,513,479	32,177,910	31,434,047
Investment income	2,555,860	4,825,184	4,431,242
Other	(3,461,407)	(3,189,825)	(3,380,176)
Net Nonoperating Revenues	78,761,518	76,727,828	75,746,114
Gain/(Loss) Before Other Revenues, Expenses, and Changes	(15,797,461)	(10,651,222)	28,942,012
Other Revenues, Expenses, and Changes			
State capital appropriations	5,186,305	6,089,375	6,659,994
Capital grants and gifts	3,274,660	5,426,487	3,307,888
Other	72,164	(31,614)	274,323
Total Other Revenues, Expenses, and Changes	8,533,129	11,484,248	10,242,205
Change in Net Position	(7,264,332)	833,026	39,184,217
Net Position at Beginning of the Year, originally stated	58,466,859	57,633,833	61,957,254
Cumulative effect of GASB 75 implementation	-	-	(43,507,638)
Net Position at End of the Year	\$ 51,202,527	\$ 58,466,859	\$ 57,633,833

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

### Revenues

Following is a recap of revenues by source (operating, non-operating, and other sources), which were used to fund the University's activities for the years ended:

	June 30, 2020	June 30, 2019	June 30, 2018
Net tuition, fees, and other student charges	\$ 81,330,058	\$ 79,930,380	\$ 80,328,208
Gifts, grants and contracts	47,084,307	48,806,866	47,383,577
State appropriations	42,089,994	42,914,559	43,261,001
Auxiliary enterprises	17,060,256	19,786,312	20,124,228
Federal appropriations	6,063,592	-	-
State capital appropriations	5,186,305	6,089,375	6,659,994
Other revenue	3,422,390	3,651,548	4,176,659
Investment income	2,555,860	4,825,184	4,431,242
Total Revenues	<u>\$ 204,792,762</u>	<u>\$ 206,004,224</u>	<u>\$ 206,364,909</u>

Overall, the University's total revenues decreased \$1.2 million between fiscal year 2019 and fiscal year 2020. The majority of the University's revenue, 60% in fiscal year 2020 and fiscal year 2019, is attributed to State appropriations, and net tuition and fees. Combined, these two revenue streams were \$123.4 million in fiscal year 2020 compared to \$122.8 million in fiscal year 2019.

Net tuition, fees and other student charges increased \$1.4 million or 1.8% from fiscal year 2019 to fiscal year 2020. Gross tuition and fees remained flat during fiscal year 2020 at \$110.9 million compared to \$110.8 million during fiscal year 2019, reflecting a combination of a 3.6% decrease in FTE enrollment, an increase in undergraduate tuition rates, and a \$1.1 million decrease for student adjustments due to COVID-19. Scholarship allowance was \$29.6 million in fiscal year 2020 compared to \$30.9 million in fiscal year 2019, a decrease of \$1.3 million. Gifts, grants, and contracts decreased \$1.7 million or 3.5% from fiscal year 2019 to fiscal year 2020 due to a \$0.6 million increase in grants and contracts, a \$1.2 million decrease in gifts and a \$1 million decrease in Pell grants due to the decrease in enrollment. State appropriations decreased slightly from fiscal year 2019 to fiscal year 2020. Fiscal year 2020 reflects a reduction of \$1.7 million in State support due to the impact of COVID-19. Auxiliary enterprises revenues decreased \$2.7 million or 13.9%, from fiscal year 2019 to fiscal year 2020 primarily due to the impact of COVID-19, including \$1.8 million decrease for housing, meal plan and parking fee adjustments. In addition, there was a \$0.4 million decrease in football guarantees and a \$0.5 million decrease in transportation fee due to the fact that the transportation fee was folded into the Penguin Tuition Promise in fiscal year 2019. Federal Appropriations in fiscal year 2020 totaled \$6.1 million, including \$6 million of Higher Education Emergency Relief Funds (HEERF) under the Coronavirus Aid, Relief, and Economic Security (CARES) Act and other grant revenue for the University's radio station. Investment income decreased \$2.2 million or 47% from fiscal year 2019 to fiscal year 2020 primarily due to significant unrealized losses resulting from market volatility due to the COVID-19 pandemic and State capital appropriations decreased \$0.9 million or 14.8% due to less activity on capital projects funds with state capital dollars.

See Note 16 for more information about the COVID-19 Pandemic.



# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Overall, the University's total revenues remained flat between fiscal year 2018 and fiscal year 2019. The majority of the University's revenue, 60% in fiscal year 2019 and fiscal year 2018, is attributed to State appropriations, and net tuition and fees. Combined, these two revenue streams were \$122.8 million in fiscal year 2019 compared to \$123.6 million in fiscal year 2018.

Net tuition, fees and other student charges decreased \$0.4 million or 0.5% from fiscal year 2018 to fiscal year 2019. This was due to a combination of a \$1.7 million increase in gross tuition and fees offset by a \$2.1 million increase in the scholarship allowance, resulting from the University's continued investment in merit-based aid. Gifts, grants, and contracts increased \$1.4 million or 3% from fiscal year 2018 to fiscal year 2019 primarily due to a \$1.7 million increase in gifts, including gifts for the construction of a student success center, a multimedia center and an athletic facilities complex, a \$0.4 million increase in Pell grants due to a combination of an increase in the number of students receiving Pell grants and a slight decrease in the average aid per student; and a \$0.6 million decrease in grants and contracts activity. Investment income increased \$0.4 million or 8.9% from fiscal year 2018 to fiscal year 2019 primarily due to unrealized gains resulting from a favorable market environment. State capital appropriations decreased \$0.6 million from fiscal year 2018 to fiscal year 2019 due to decreased activity on capital projects.

### Expenses

Operating expenses can be displayed by either functional classification or natural classification. The functional classification can be found on the Statements of Revenues, Expenses, and Changes in Net Position. The University has no control over the pension/OPEB expenses attributed to the implementations of GASBs 68 and 75; therefore, these expenses are segregated for presentation purposes.

Following is a recap of total operating expenses by natural classification.

	June 30, 2020	June 30, 2019	June 30, 2018
Compensation	\$ 120,288,141	\$ 119,481,839	\$ 118,788,153
Operations	43,637,982	47,736,039	48,769,105
Scholarships	25,269,042	20,854,114	20,518,590
Depreciation and amortization	14,098,787	13,452,543	12,735,133
Operating Expenses without GASBs 68 and 75 accruals	203,293,952	201,524,535	200,810,981
GASBs 68 pension expense accruals	3,477,338	8,196,479	(35,552,451)
GASB 75 OPEB expense accrual	1,437,418	(8,364,194)	(1,963,220)
Total operating expenses	<u>\$ 208,208,708</u>	<u>\$ 201,356,820</u>	<u>\$ 163,295,310</u>

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Following is a recap of total operating expenses by functional classification excluding the impact of GASBs 68, and 75.

	June 30, 2020	June 30, 2019	June 30, 2018
Instruction	\$ 65,507,499	\$ 65,918,879	\$ 64,538,138
Research	4,160,244	4,182,821	4,616,124
Public service	5,544,742	5,932,044	6,416,759
Academic support	17,336,886	16,004,260	15,149,971
Student services	11,964,339	11,255,563	10,742,141
Institutional support	19,324,042	22,531,265	23,465,417
Operation and maintenance of plant	15,465,790	16,133,509	17,455,934
Scholarships	25,295,390	16,111,355	16,028,918
Auxiliary enterprises	24,596,233	30,002,336	29,662,446
Depreciation and amortization	14,098,787	13,452,543	12,735,133
Total operating expenses	<u>\$ 203,293,952</u>	<u>\$ 201,524,575</u>	<u>\$ 200,810,981</u>

Excluding the impact of the pension and OPEB accruals, total operating expenses increased \$1.8 million or 0.9% from \$201.5 million during fiscal year 2019 to \$203.3 million during fiscal year 201. This net increase was due to increases of \$0.8 million in compensation, \$4.4 million in scholarships, and \$0.6 million in depreciation and amortization offset by a \$4.1 million decrease in operations.

Salaries and wages decreased \$1.2 million or 1.3% from \$90.2 million in fiscal year 2019 to \$89 million in fiscal year 2020; whereas fringe benefits increased \$2 million or 6.9% from \$29.3 million to \$31.3 million, respectively. Combined, student and non-faculty salaries and wages decreased \$1.3 million; whereas faculty salaries increased \$.1 million. Overall fringe benefits as a percentage of salaries and wages was 35.1% in fiscal year 2020 compared to 32.4% in fiscal year 2019. Depreciation and amortization increased \$.6 million or 4.8 % from \$13.5 million in fiscal year 2019 to \$14.1 million in fiscal year 2020, due to increases in capital asset additions.

A large portion of all aid is classified as scholarship allowance on the Statement of Revenues, Expenses and Changes in Net Position. Overall, the University disbursed \$54.8 million to students in fiscal year 2020 compared to \$51.7 million in fiscal year 2019, an increase of \$3.1 million. This net increase was primarily due to \$3.2 million in federal aid to students from the Higher Education Emergency Relief Fund (HEERF) because of COVID-19, an increase of \$.7 million in external support, and a decrease of \$1.1 million in federal Pell grants.

Operations decreased \$4.1 million or 8.5% from \$47.7 million in fiscal year 2020 to \$43.6 million in fiscal year 2019. The net decrease partially reflects the impact of COVID-19 and includes a \$1.5 million decrease in supplies, a \$1.1 million decrease in maintenance and repair activity, a \$1 million decrease in travel and business related expenses, a \$.5 million decrease in utilities, and a \$.5 million decrease in food service for residents, offset by \$.5 million increase in instructional computers. Note that for fiscal year 2020, the \$4.5 million athletic scholarships were reported as scholarship allowance and reduced auxiliary enterprises expenses; whereas in prior years, the athletic scholarships were reported as scholarship allowance and reduced functional classification of scholarship expense.

# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

Pension expense attributed to GASBs 68 and 75 decreased \$4.7 million from \$8.2 million in fiscal year 2019 to \$3.5 million in fiscal year 2020; whereas OPEB expense attributed to GASBs 68 and 75 increased \$9.8 million from (\$8.4) million in fiscal year 2019 to \$1.4 million in fiscal year 2020, respectively. These expenses are the result of changes in the deferred outflow/inflows and liabilities related to pension/OPEB. The University has no control over the factors affecting these changes.

Salaries and wages increased \$0.3 million or 0.3% from \$89.9 million in fiscal year 2018 to \$90.2 million in fiscal year 2019; whereas fringe benefits increased \$0.4 million or 1.4% from \$28.9 million to \$29.3 million, respectively. Overall fringe benefits as a percentage of salaries and wages was 32.4% in fiscal year 2019 compared to 32.2% in fiscal year 2018. Depreciation and amortization increased \$0.7 million or 5.6% from \$12.7 million in fiscal year 2018 to \$13.4 million in fiscal year 2019. This increase was due to increases in capital asset additions.

A large portion of all aid is classified as scholarship allowance on the Statements of Revenues, Expenses and Changes in Net Position. Therefore, the net \$0.3 million increase in scholarship expense is a partial reflection of a \$0.4 million increase in federal financial aid for Pell grant recipients, a \$0.3 million increase in state support and a \$0.4 increase in external support. Overall, the University disbursed \$51.7 million to students in fiscal year 2019 compared to \$49.3 million in fiscal year 2018, including \$20.2 million and \$19.8 million in federal Pell grants, respectively.

Operations decreased \$1 million or 2% from \$48.7 million in fiscal year 2018 to \$47.7 million in fiscal year 2019. The decrease was largely due to the prior year including \$0.8 million in funding for the City of Youngstown's Wick Avenue Improvements and \$0.5 million in furnishings for the new Kilcawley Center annex, a space updated for student interactions and the Meshel Hall renovations. In addition, there was a \$0.3 million increase in academic information technology refresh, a \$0.3 million increase in faculty led study abroad travel and a \$0.5 million decrease in subaward activity. Overall, utilities remained relatively flat during fiscal year 2019 compared to fiscal year 2018.

Pension and OPEB expense attributed to GASBs 68 and 75 increased \$37.3 million from (\$37.5) million in fiscal year 2018 to (\$0.2) million in fiscal year 2019. These expenses are the result of changes in the deferred outflows/inflows and liabilities related to pensions/OPEB. The \$37.3 million increase is comprised of a \$43.8 million increase related to pensions and \$6.5 million decrease related to OPEB. OPERS pension/OPEB expense increased \$7.2 million and \$1 million, respectively; whereas STRS Ohio pension expense increased \$36.6 million and OPEB expense decreased \$7.5 million. OPERS pension/OPEB expense totaled \$13.2 million and \$5 million during fiscal year 2019 and fiscal year 2018, respectively; whereas STRS Ohio pension/OPEB expense totaled (\$13.4) million and (\$42.5) million, respectively. The STRS Ohio plan expenses are reflected as a reduction in Instruction on the Statements of Revenues, Expenses, and Changes in Net Position. The University has no control over the factors affecting these changes. See Note 13 for additional information on pension plans and other post employment benefits (OPEB).

Total operating and non-operating expenses for the University were \$212,057,094, \$205,171,198, and \$167,180,692 in fiscal years 2020, 2019 and 2018, respectively.

# YOUNGSTOWN STATE UNIVERSITY

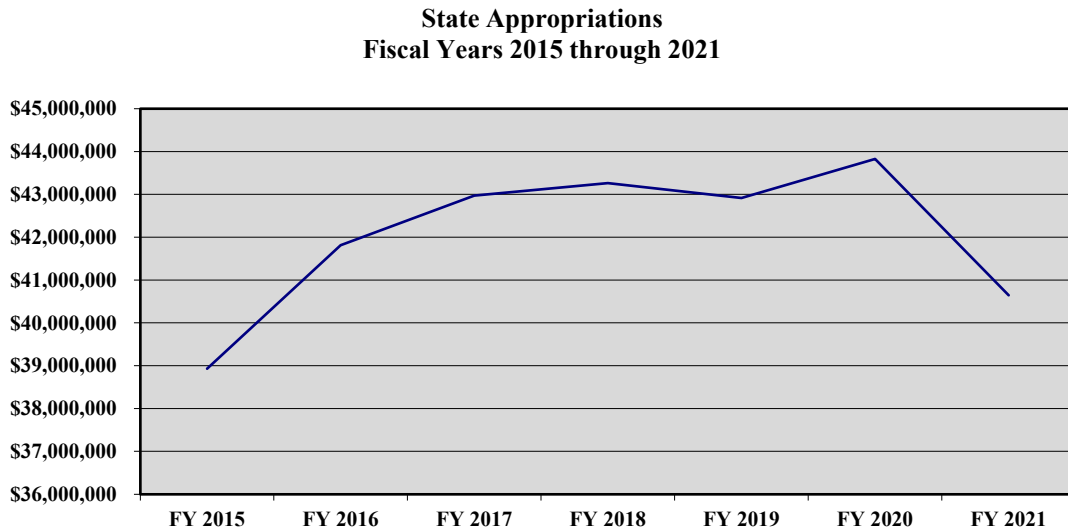
## MANAGEMENT'S DISCUSSION AND ANALYSIS (CONT.)

### Economic Factors for the Future

Looking to the future, management believes the University is well-positioned to continue its favorable financial condition and level of excellence in service to students.

Based on the most recent estimate provided by the Ohio Department of Higher Education, State Share of Instruction (SSI) funding for the University for fiscal year 2021 is expected to be 3.4% below fiscal year 2020 funding levels. This reduction is largely attributable to the COVID-19 pandemic, which not surprisingly has negatively impacted state of Ohio tax receipts and, therefore, hindered the state's ability to fund higher education at previous levels. SSI funding levels for the fiscal years 2022 and 2023 biennium are not yet known at this time and will be governed by state budget legislation that is expected to be introduced in the Ohio Statehouse in February 2021. It is expected that the SSI formula allocation will continue to be tied to degrees awarded and course completions as the primary drivers of SSI funding. Datasets used in the formula are based on a three-year rolling average and are weighted to take into account various at-risk student characteristics. The SSI formula continues to factor in discipline and program costs and enrollment levels.

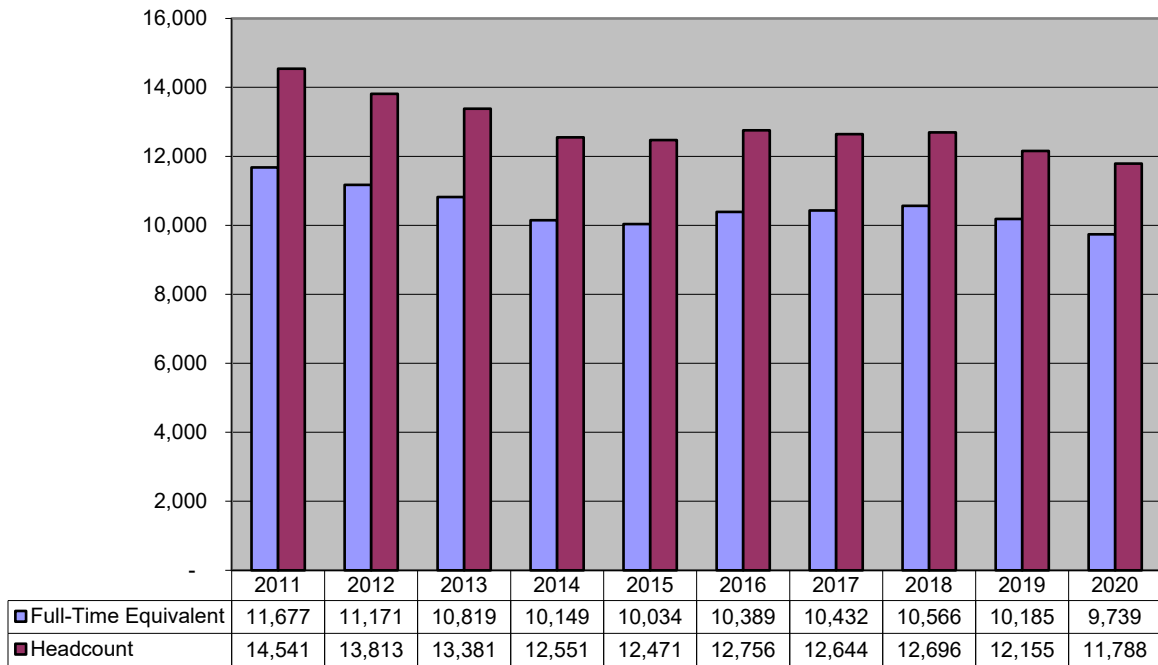
The following graph reflects six years actual data for State Appropriations plus the budgeted amount for fiscal year 2021.



# YOUNGSTOWN STATE UNIVERSITY

## MANAGEMENT’S DISCUSSION AND ANALYSIS (CONT.)

### Fall Semester Enrollment Trends 2011 through 2020



Fall 2020 enrollments are 4.40% lower than the prior Fall semester on a full-time equivalency (FTE) basis. Following a five-year decline in FTE enrollments between Fall 2011 and 2015, YSU achieved three years of enrollment stability between Fall 2016 and Fall 2018 before these two consecutive setbacks. While the strong academic quality of the University’s new incoming student enrollments for Fall 2020 exceeded Fall 2019 and represents sustained progress, another decline during the worldwide COVID-19 Pandemic required dramatically different recruitment and enrollment strategies with adjustment to messaging about what YSU offers in terms of a high quality education at an affordable price.

The number of new Honors College freshmen for Fall 2020 was 337, which represents a 19.50% increase over Fall 2019, and further exemplifies YSU’s growth in the academic quality of our student body. The University experienced increases in new freshman for four consecutive years between Fall 2015 and Fall 2018, a 31% increase in that time, before dropping 9.35% in Fall 2020 and 15.65% during Fall 2019.

Freshman GPA averages were the highest in University history for the seventh straight year at 3.48 in spite of YSU’s shift to a test optional policy for undergraduate admission. Over half of our new freshmen, 55%, had a high school GPA of 3.5 or better. Efforts to widen the University’s appeal beyond its traditional footprint advanced for Fall 2020 along with an increase in students from out-of-state. Multicultural freshman decreased along with the number of Ohio counties represented in the freshman class. The University’s freshmen to sophomore retention rate increased slightly to 75.17% from 72.26% last year.

# YOUNGSTOWN STATE UNIVERSITY

## STATEMENTS OF NET POSITION AT JUNE 30, 2020 AND 2019

	June 30, 2020	June 30, 2019
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 5,791,497	\$ 17,124,401
Investments	41,965,248	42,402,576
Restricted investments	510,584	311,830
Interest receivable	111,273	155,889
Accounts receivable, net	11,712,016	10,912,312
Pledges receivable, net	170,203	177,667
Loans receivable, net	476,298	472,818
Inventories	89,880	111,782
Prepaid expenses and unearned charges	1,094,356	1,289,970
<b>Total Current Assets</b>	61,921,355	72,959,245
<b>Noncurrent Assets</b>		
Investments	15,581,112	14,768,775
Endowments and other restricted investments	10,413,323	10,244,532
Pledges receivable, net	154,267	296,107
Loans receivable, net	102,772	428,528
Other noncurrent assets	129,388	121,267
Net OPEB asset	5,446,000	5,237,852
Nondepreciable capital assets	23,024,017	23,860,808
Depreciable capital assets, net	196,942,423	192,720,983
<b>Total Noncurrent Assets</b>	251,793,302	247,678,852
<b>Total Assets</b>	313,714,657	320,638,097
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Deferred outflows related to pension	20,224,223	38,407,114
Deferred outflows related to OPEB	5,929,505	3,260,281
Bond refunding	1,679,053	1,803,839
<b>Total Deferred Outflows of Resources</b>	27,832,781	43,471,234
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts payable	2,331,553	2,735,656
Construction payable	2,546,383	1,936,786
Payroll liabilities	8,150,854	8,732,941
Bonds payable	3,095,000	2,980,000
Notes payable	859,068	773,245
Capital lease payable	44,579	40,567
Compensated absences	795,001	875,981
Unearned revenue	6,384,286	6,830,914
Other liabilities	1,957,346	1,316,626
<b>Total Current Liabilities</b>	26,164,070	26,222,716
<b>Noncurrent Liabilities</b>		
Bonds payable, net	57,183,073	60,502,710
Notes payable	13,059,956	13,919,024
Capital lease payable	51,087	95,666
Compensated absences	6,201,864	6,653,389
Refundable advance	1,288,875	1,374,718
Net pension liability	120,551,697	142,148,557
Net OPEB liability	33,470,549	33,390,568
<b>Total Noncurrent Liabilities</b>	231,807,101	258,084,632
<b>Total Liabilities</b>	257,971,171	284,307,348
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Service concession agreements	307,500	395,000
Deferred inflows related to pension	19,543,642	12,652,335
Deferred inflows related to OPEB	12,522,598	8,287,789
<b>Total Deferred Inflows of Resources</b>	32,373,740	21,335,124
<b>NET POSITION</b>		
Net investment in capital assets	147,352,730	140,074,416
Restricted, nonexpendable - endowments	5,534,526	5,470,553
Restricted, expendable - gifts, grants, and student loans	23,804,159	26,863,346
Unrestricted	(125,488,888)	(113,941,456)
<b>Total Net Position</b>	\$ 51,202,527	\$ 58,466,859

See accompanying notes to financial statements.

# THE YOUNGSTOWN STATE UNIVERSITY FOUNDATION

## STATEMENTS OF FINANCIAL POSITION AT JUNE 30, 2020 AND 2019

	<u>June 30, 2020</u>	<u>June 30, 2019</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 2,092,541	\$ 2,723,049
Investments	254,739,015	258,789,138
Pledges receivable, net	5,294,797	5,345,462
Pledges receivable for Youngstown State University, net	3,940,277	4,939,616
Prepaid expenses and other assets	957,443	1,582,430
Property and equipment, net	192,445	39,224
<b>TOTAL ASSETS</b>	<u>\$ 267,216,518</u>	<u>\$ 273,418,919</u>
<b>LIABILITIES AND NET ASSETS</b>		
<b>LIABILITIES</b>		
Accounts payable	\$ 956,418	\$ 1,084,881
Grant commitments to Youngstown State University	9,987,574	8,545,274
Accrued liabilities and other	281,758	240,642
<b>TOTAL LIABILITIES</b>	<u>11,225,750</u>	<u>9,870,797</u>
<b>NET ASSETS</b>		
Net assets without donor restrictions	143,733,963	152,970,226
Net assets with donor restrictions	112,256,805	110,577,896
<b>TOTAL NET ASSETS</b>	<u>255,990,768</u>	<u>263,548,122</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u>\$ 267,216,518</u>	<u>\$ 273,418,919</u>

See accompanying notes to financial statements.

# YOUNGSTOWN STATE UNIVERSITY

## STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	June 30, 2020	June 30, 2019
<b>OPERATING REVENUES</b>		
Tuition, fees, and other student charges (net of scholarship allowance of \$29,581,588 in 2020 and \$30,888,809 in 2019)	\$ 81,330,058	\$ 79,930,380
Federal grants and contracts	5,115,766	4,980,497
State grants and contracts	6,128,576	5,057,381
Local grants and contracts	396,177	384,198
Private grants and contracts	655,649	780,393
Sales and services	458,986	590,165
Auxiliary enterprises	17,060,256	19,786,312
Other operating revenues	2,504,261	2,468,444
<b>Total Operating Revenues</b>	113,649,729	113,977,770
<b>OPERATING EXPENSES</b>		
Instruction	68,758,212	53,445,556
Research	4,183,300	4,377,528
Public service	5,666,888	6,878,611
Academic support	17,676,610	18,304,608
Student services	12,233,145	12,980,166
Institutional support	19,687,607	25,847,626
Operation and maintenance of plant	15,703,812	17,870,275
Scholarships	25,295,390	16,111,355
Auxiliary enterprises	24,904,957	32,088,552
Depreciation and amortization	14,098,787	13,452,543
<b>Total Operating Expenses</b>	208,208,708	201,356,820
<b>Operating Loss</b>	(94,558,979)	(87,379,050)
<b>NONOPERATING REVENUES (EXPENSES)</b>		
State appropriations	42,089,994	42,914,559
Federal appropriations	6,063,592	-
Federal grants	19,655,799	20,686,800
Private gifts	11,857,680	11,491,110
Unrestricted investment income, net of investment expense	1,833,071	3,858,554
Restricted investment income, net of investment expense	722,789	966,630
Interest on capital asset-related debt	(3,495,938)	(3,604,468)
Other nonoperating revenues, net	34,531	414,643
<b>Net Nonoperating Revenues</b>	78,761,518	76,727,828
<b>Loss Before Other Revenues, Expenses, and Changes</b>	(15,797,461)	(10,651,222)
<b>OTHER REVENUES, EXPENSES, AND CHANGES</b>		
State capital appropriations	5,186,305	6,089,375
Capital grants and gifts	3,274,660	5,426,487
Other, net	72,164	(31,614)
<b>Total Other Revenues, Expenses, and Changes</b>	8,533,129	11,484,248
<b>Change In Net Position</b>	(7,264,332)	833,026
<b>NET POSITION</b>		
Net Position at Beginning of the Year	58,466,859	57,633,833
Net Position at End of the Year	\$ 51,202,527	\$ 58,466,859



# THE YOUNGSTOWN STATE UNIVERSITY FOUNDATION

## STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	June 30, 2020		
	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUES, GAINS AND OTHER SUPPORT</b>			
Contributions	\$ 3,446,644	\$ 8,002,384	\$ 11,449,028
In-kind donations	-	-	-
Investment earnings	1,837,174	910,358	2,747,532
Net realized gain on sale of investments	1,025,614	1,401,011	2,426,625
Net unrealized change in long-term investments	(3,203,185)	(3,469,196)	(6,672,381)
Reclassification due to management's reassessment of donor restrictions	-	-	-
Net assets released from restrictions	5,165,648	(5,165,648)	-
<b>TOTAL REVENUES, GAINS AND OTHER SUPPORT</b>	<b>8,271,895</b>	<b>1,678,909</b>	<b>9,950,804</b>
<b>EXPENSES</b>			
Distribution to Youngstown State University for scholarships and other programs	15,787,388	-	15,787,388
Administrative expenditures	1,720,770	-	1,720,770
<b>TOTAL EXPENSES</b>	<b>17,508,158</b>	<b>-</b>	<b>17,508,158</b>
<b>INCREASE (DECREASE) IN NET ASSETS</b>	<b>(9,236,263)</b>	<b>1,678,909</b>	<b>(7,557,354)</b>
Net Assets - Beginning of Year	152,970,226	110,577,896	263,548,122
Net Assets - End of Year	<u>\$ 143,733,963</u>	<u>\$ 112,256,805</u>	<u>\$ 255,990,768</u>

	June 30, 2019		
	Without Donor Restrictions	With Donor Restrictions	Total
<b>REVENUES, GAINS AND OTHER SUPPORT</b>			
Contributions	\$ 2,604,323	\$ 13,716,937	\$ 16,321,260
In-kind donations	-	599,400	599,400
Investment earnings	1,203,677	735,234	1,938,911
Net realized gain on sale of investments	2,922,565	1,834,169	4,756,734
Net unrealized change in long-term investments	4,507,552	2,689,458	7,197,010
Reclassification due to management's reassessment of donor restrictions	(499,145)	499,145	-
Net assets released from restrictions	6,909,392	(6,909,392)	-
<b>TOTAL REVENUES, GAINS AND OTHER SUPPORT</b>	<b>17,648,364</b>	<b>13,164,951</b>	<b>30,813,315</b>
<b>EXPENSES</b>			
Distribution to Youngstown State University for scholarships and other programs	15,047,701	-	15,047,701
Administrative expenditures	1,943,239	-	1,943,239
<b>TOTAL EXPENSES</b>	<b>16,990,940</b>	<b>-</b>	<b>16,990,940</b>
<b>INCREASE IN NET ASSETS</b>	<b>657,424</b>	<b>13,164,951</b>	<b>13,822,375</b>
Net Assets - Beginning of Year	152,312,802	97,412,945	249,725,747
Net Assets - End of Year	<u>\$ 152,970,226</u>	<u>\$ 110,577,896</u>	<u>\$ 263,548,122</u>

See accompanying notes to financial statements.

# YOUNGSTOWN STATE UNIVERSITY

## STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	June 30, 2020	June 30, 2019
<b>Cash Flows from Operating Activities</b>		
Student tuition and fees	\$ 81,855,274	\$ 79,677,972
Federal, state, and local grants and contracts	12,128,093	11,033,151
Private grants and contracts	691,292	604,550
Sales and services of educational and other departmental activities	16,537,842	20,249,044
Payments to suppliers	(43,315,573)	(52,632,427)
Payments to employees	(89,597,671)	(90,467,374)
Payments for benefits	(31,912,154)	(30,025,208)
Payments for scholarships	(24,932,145)	(16,121,596)
Other receipts, net	2,417,282	2,372,358
<b>Total Cash Flows Used In Operating Activities</b>	<b>(76,127,760)</b>	<b>(75,309,530)</b>
<b>Cash Flows from Noncapital Financing Activities</b>		
Federal grants	19,649,217	20,679,186
Federal educational appropriations	5,661,552	-
State educational appropriations	42,089,994	42,914,559
Direct lending receipts	52,916,027	52,485,546
Direct lending disbursements	(52,924,489)	(52,474,212)
Private gifts	12,003,365	11,175,424
Other	72,164	(31,614)
Other nonoperating expenses	(89,291)	239,398
Student loans collected	255,117	313,304
Student loan interest and fees collected	113,682	129,779
<b>Total Cash Flows Provided by Noncapital Financing Activities</b>	<b>79,747,338</b>	<b>75,431,370</b>
<b>Cash Flows from Investing Activities</b>		
Proceeds from sale of investments	20,699,468	20,491,005
Purchase of investments	(21,442,022)	(24,352,343)
Interest on investments	2,600,476	4,810,723
<b>Total Cash Flows Provided by Investing Activities</b>	<b>1,857,922</b>	<b>949,385</b>
<b>Cash Flows from Capital and Related Financing Activities</b>		
State capital appropriations	4,528,598	7,178,877
Private capital gifts and grants	2,947,663	4,339,127
Purchase of capital assets	(16,867,264)	(13,138,702)
Principal payments on capital debt	(3,793,812)	(3,222,852)
Interest payments on capital debt	(3,625,589)	(3,405,015)
<b>Total Cash Flows Used In Capital and Related Financing Activities</b>	<b>(16,810,404)</b>	<b>(8,248,565)</b>
<b>Change in Cash and Cash Equivalents</b>	<b>(11,332,904)</b>	<b>(7,177,340)</b>
<b>Cash and Cash Equivalents, Beginning of Year</b>	<b>17,124,401</b>	<b>24,301,741</b>
<b>Cash and Cash Equivalents, End of Year</b>	<b>\$ 5,791,497</b>	<b>\$ 17,124,401</b>

# YOUNGSTOWN STATE UNIVERSITY

## STATEMENTS OF CASH FLOWS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Reconciliation of Operating Loss to Net Cash Used in Operating Activities

	June 30, 2020	June 30, 2019
Operating loss	\$ (94,558,979)	\$ (87,379,050)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation and amortization	14,098,787	13,452,543
Provision for bad debts	(6,722)	544,435
Gifts in kind	-	18,644
Changes in assets and liabilities:		
Accounts receivable, net	422,873	(795,567)
Inventories	21,902	99,001
Prepaid expenses and unearned charges	195,614	(60,891)
Net OPEB assets	(208,148)	5,237,852
Accounts payable	(404,103)	(456,892)
Accrued and other liabilities	163,063	(536,020)
Unearned revenue	(442,446)	738,364
Compensated absences	(532,505)	(766,382)
Net pension/OPEB asset	-	-
Net pension/OPEB liability	(21,516,879)	5,612,533
Deferred outflows-pensions and OPEB	15,513,667	(5,570,358)
Deferred inflows-pensions and OPEB	11,126,116	(5,447,742)
<b>Net Cash Flows Used In Operating Activities</b>	<b><u>\$ (76,127,760)</u></b>	<b><u>\$ (75,309,530)</u></b>

### Noncash Investing and Financing Transactions

Capital Leases	<u>\$ -</u>	<u>\$ 37,000</u>
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See accompanying notes to financial statements.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 1 – Organization and Summary of Significant Accounting Policies

#### **Organization and Basis of Presentation**

Youngstown State University (the University or YSU) is a coeducational, degree granting state-assisted metropolitan university and was established by the General Assembly of the State of Ohio in 1967. The University is a component unit of the State of Ohio. The University provides a wide range of opportunities in higher education primarily to residents in northeastern Ohio and western Pennsylvania. The University offers degrees at the undergraduate, graduate, and doctoral levels.

In accordance with Governmental Accounting Standards Board (GASB) Statement No.14, *The Reporting Entity*, and GASB Statement No. 61, *The Financial Reporting Entity: Omnibus*, the University's financial statements are included, as a discretely presented component unit, in the State of Ohio's (State) Comprehensive Annual Financial Report. In accordance with GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, Youngstown State University Foundation's (YSUF or Foundation) financial statements are included, as a discretely presented component unit, in the University's financial report by presentation of the individual financial statements of the entity immediately following the University's respective GASB financial statements. See Note 15 for additional information regarding the University's component unit.

The University's financial statements have been prepared in accordance with accounting principles generally accepted in the United States of America as prescribed by the GASB.

As required by the GASB, resources are classified for accounting and reporting purposes into the following four net position categories:

- Net investment in capital assets – Capital assets, net of accumulated depreciation, reduced by outstanding principal balances of debt attributable to the acquisition, construction or improvement of those assets.
- Restricted, nonexpendable – Resources subject to externally imposed stipulations that they be maintained permanently by the University. Such resources include the University's permanent endowment funds.
- Restricted, expendable – Resources whose use by the University is subject to externally imposed stipulations that can be fulfilled by actions of the University pursuant to those stipulations or that expire by the passage of time.
- Unrestricted – Resources that are not subject to externally imposed stipulations. Unrestricted resources may be designated for specific purposes by action of management, Board of Trustees or may otherwise be limited by contractual agreements with outside parties. Substantially all unrestricted resources are designated for academic and research programs and initiatives, capital projects, and operating reserves.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Summary of Significant Accounting Policies

The accompanying financial statements have been prepared on the accrual basis. The University reports as a business type activity, as required by the GASB. Business type activities are those that are financed in whole or in part by fees charged to external parties for goods or services.

Cash Equivalents – The University considers all highly liquid investments with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents are stated at cost, which approximates fair value and excludes amounts restricted by board designation or whose use is limited.

Investments – Investments are reported at fair value based on quoted market prices. Changes in unrealized gains (losses) on the carrying value of investments are reported as a component of investment income in the Statement of Revenues, Expenses, and Changes in Net Position. Restricted investments are comprised of endowment corpus and related spending funds.

Endowment Policy – Under Ohio law set forth in the Uniform Prudent Management of Institutional Funds Act (UPMIFA), as adopted in Ohio in 2009, the Board acts in a fiduciary capacity as trustee of its endowment funds. UPMIFA requires that the Board exercise its fiduciary duties prudently and consider both the charitable purposes and needs of the University and the purposes of the specific endowment regarding current expenditures and preservation of the purchasing power of the funds. The University Endowment Fund consists of 92 named funds. Each named fund is assigned a number of shares in the University Endowment Fund based on the value of the gifts to that named fund. The University's endowment spending policy states that annual distributions each fiscal year are set to 5% of the twelve-quarter average of the market value for the preceding twelve calendar quarters. In calculating the twelve-quarter average, census dates of March 31, June 30, September 30 and December 31 for the previous three years shall be used. Distributions greater than the calculated amount require written justification and Board of Trustees' approval.

Accounts Receivable – Accounts receivable consist of transactions relating to tuition and fees, auxiliary enterprise sales, grants and contracts, and miscellaneous sales and services. Accounts receivable are recorded net of allowance for uncollectible amounts.

Pledges Receivable – The University has a development services agreement with the Foundation. As part of the agreement, new pledges are recorded by the Foundation and payments on University pledges are collected by the Foundation and remitted to the University on a monthly basis. Prior to the agreement, the University received pledges and bequests of financial support from corporations, foundations, and individuals. Revenue is recognized when a gift representing an unconditional promise to pay is received and all eligibility requirements have been met. In the absence of a conditional pledge, revenue is recognized when the gift is received. Pledges are recorded net of an allowance for uncollectible amounts and are discounted to net present value.

Inventories – Inventories are stated at the lower of cost or fair value.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Capital Assets – Capital assets are stated at cost or acquisition value at date of gift. Infrastructure assets are included in the financial statements and are depreciated. The University’s capitalization threshold for equipment, furniture, and vehicles is \$5,000; and for buildings, building improvements, and improvements other than buildings is \$100,000. Land is capitalized regardless of cost. Library purchases are excluded from capitalization and expensed as purchased.

Depreciation (including amortization of capital leased assets) is computed using the straight-line method over the estimated useful life of the asset and is not allocated to the functional expenditure categories. Historical collections, including assets that are held for public exhibition, education, or research in furtherance of public service, which are protected and preserved, are not depreciated.

When capital assets are sold, or otherwise disposed of, the carrying value of such assets and any accumulated depreciation is removed from asset accounts and the net investment in capital assets. The costs of normal maintenance and repairs that do not add to the value of the capital asset or materially extend the capital asset’s life are expensed when incurred. Estimated lives are as follows:

<u>Classification</u>	<u>Estimated Life</u>
Buildings	50 years
Improvements to buildings	10 to 50 years
Improvements other than buildings	15 years
Moveable equipment, furniture and vehicles	3 to 20 years

Unearned Revenue – Unearned revenue includes tuition and fee revenues billed or received prior to the end of the current fiscal year end, but related to the period after the current fiscal year. Also included are amounts received from grants and contract sponsors that have not yet been earned and other resources received before the eligibility requirements are met.

Compensated Absences – Accumulated unpaid vacation and sick leave benefits are recorded as required by the GASB. The University uses the termination method to accrue sick leave compensated absences on the Statement of Net Position. University employees earn vacation and sick leave benefits based, in part, on length of service. Vacation pay is fully vested when earned. Upon separation from service, employees are paid accumulated vacation and sick pay based upon the nature of separation (death, retirement, or termination). Certain limitations have been placed on the hours of vacation and sick leave that employees may accumulate and carry over for payment at death, retirement, or termination. Unused hours exceeding these limitations are forfeited.”

Refundable Advances from Government for Federal Loans – Funds provided by the United States government under the Federal Perkins Loan program are loaned to qualified students and re-loaned after collections. These funds are ultimately refundable to the government and, therefore, are recorded as a liability in the accompanying financial statements. Congress did not renew the program after September 30, 2017 and no disbursements were permitted after June 30, 2018.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Deferred Outflows of Resources – In addition to assets, the statement of financial position reports a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to future periods and so will not be recognized as an outflow of resources (expenses) until then. The University reports deferred outflows of resources for refunding of bonds and certain pension-related and OPEB-related amounts, including changes in expected and actual experience, changes in assumptions, change in proportionate share of contribution and certain contributions made to the plan subsequent to the measurement date. See Note 13 for more detailed information on the pension-related and OPEB-related amounts.

Deferred Inflow of Resources – In addition to liabilities, the statement of financial position reports a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to future periods and so will not be recognized as an inflow of resources (revenue) until then. The University reports deferred inflows of resources for service concession arrangements and certain pension-related and OPEB-related amounts, including changes in expected and actual experience, changes in assumptions, and the difference between projected and actual earnings of the plan's investments. See Note 13 for more detailed information on the pension-related and OPEB-related amounts.

Service Concession Arrangements – Service concession arrangements consist of an agreement with a food service provider and an agreement with a beverage company for exclusive pouring rights. Funds received are contingent upon utilization of services over a specified time period and are amortized over the term of the contract arrangement. Unamortized amounts are reflected as deferred inflows of resources on the Statement of Net Position.

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net positions of the State Teachers Retirement System of Ohio (STRS) and the Ohio Public Employees Retirement System (OPERS) Pension Plans and additions to/deductions from STRS'/OPERS' fiduciary net positions have been determined on the same basis as they are reported by STRS/OPERS. STRS/OPERS use the economic resources measurement focus and the full accrual basis of accounting. Contribution revenue is recorded as contributions are due, pursuant to legal requirements. Benefit payments (including refunds of employee contributions) are recognized as expense when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Other Postemployment Benefit Costs – For purposes of measuring the net other postemployment benefit (OPEB) asset/liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net positions of the Pension Plans (STRS/OPERS) and additions to/deductions from STRS'/OPERS' fiduciary net positions have been determined on the same basis as they are reported by STRS/OPERS. STRS/OPERS use the economic resources measurement focus and the full accrual basis of accounting. For this purpose, STRS/OPERS recognize benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Income Taxes – The Internal Revenue Service has ruled that the University’s income is generally exempt from Federal income taxes under Section 115 of the Internal Revenue Code. The University is subject to tax on unrelated business income.

Measurement Focus and Financial Statement Presentation – The accompanying financial statements have been prepared using the economic resource measurement focus, operating revenues and expenses generally result from providing educational and instructional service in connection with the University’s principal ongoing operations. The principal operating revenues include student tuition, fees and other student charges. The University also recognizes as operating revenue grants classified as exchange transactions and auxiliary activities. Operating expenses include educational costs, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition including State and Federal appropriations are reported as non-operating revenues and expenses.

Scholarship Allowances and Student Aid – Tuition, fees, and other student charges are reflected net of scholarship allowances in the Statements of Revenues, Expenses, and Changes in Net Position. Certain aid (such as loans and funds awarded to students by third parties) is accounted for as a third party payment (credited to the student’s account as if the student made the payment). All other aid is reflected in the financial statements as operating expenses, or scholarship allowances, which reduce revenues. The amount reported as operating expense represents the portion of aid that was provided to the student in the form of cash. Scholarship allowances represent the portion of aid provided to the student in the form of reduced tuition.

Release of Restricted Funds – When an expense is incurred for purposes for which both restricted and unrestricted resources are available, it is the University’s policy to apply restricted resources first, then unrestricted resources as needed.

Management’s Estimates – The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and disclosures in the notes to financial statements. Actual results could differ from these estimates.

Adoption of New Accounting Pronouncements – In fiscal year 2020, the provisions of the following GASB Statement became effective:

- GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, issued May 2020. The requirements of this Statement are effective immediately. The primary objective of this Statement is to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provision in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018, and later



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Newly Issued Accounting Pronouncements – As of the report date, the GASB issued the following statements not yet implemented by the University:

- GASB Statement No. 84, *Fiduciary Activities*, issued January 2017. As a result of the adoption of GASB Statement No.95, the requirements of this Statement are now effective for reporting periods beginning after December 15, 2019. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported.
- GASB Statement No. 87, *Leases*, issued June 2017. As a result of the adoption of GASB Statement No. 95, the requirements of this Statement are now effective for reporting periods beginning after June 15, 2021. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments.
- GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, issued June 2018. As a result of GASB Statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2020. The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period.
- GASB Statement No. 90, *Majority Equity Interests-an amendment of GASB Statements No. 14 and No. 61*, issued August 2018. As a result of the adoption of GASB Statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The primary objectives of this Statement are to improve the consistency and comparability of reporting a government’s majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units.
- GASB Statement No. 91, *Conduit Debt Obligations*, issued May 2019. As a result of the adoption of GASB Statement No. 95, the requirements of this Statement are effective for reporting periods beginning after December 15, 2021. The primary objectives of this Statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures.
- GASB Statement No. 92, *Omnibus 2020*, issued January 2020. As a result of the adoption of GASB Statement No. 95, the requirements of this Statement are effective for fiscal years beginning after June 15, 2022. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

- GASB Statement No. 93, *Replacement of Interbank Offered Rates*, issued March 2020. As a result of the adoption of GASB Statement No. 95, certain requirements of this Statement are now effective for reporting periods beginning after June 15, 2021. Some governments have entered into agreements in which variable payments made or received depend on an interbank offer rate. As a result of global reference rate reform, some rates are expected to cease to exist prompting governments to amend or replace financial instruments.
- GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, issued March 2020. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022. The primary objective of this Statement is to improve financial reporting by addressing issues related to public-private and public-public partnership arrangements.
- GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, issued May 2020. The requirements of this Statement are effective for fiscal years beginning after June 15, 2022. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements for government end users.
- GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans-an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*, issued June 2020. The requirements of this Statement are effective for fiscal years beginning after June 15, 2021. The primary objectives of this Statement are to increase consistency and comparability related to the reporting of fiduciary component units; mitigate costs associated with the reporting of certain defined contribution pension plans; and enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans.

The University has not yet determined the effect these Statements will have on the University's financial statements and disclosures.

### **Note 2 – State and Federal Support**

The University receives support from the State in the form of State appropriations and capital appropriations. As required by the GASB, these are reflected as non-operating revenues on the Statement of Revenues, Expenses, and Changes in Net Position.

State appropriations totaled \$42,089,994 in fiscal year 2020 compared to \$42,914,559 in fiscal year 2019. The State Share of Instruction (SSI) is determined annually by the Ohio Department of Higher Education.

Capital appropriations from the State totaled \$5,186,305 in fiscal year 2020 compared to \$6,089,375 in fiscal year 2019 and included funding for equipment and the construction/major renovations of plant facilities.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Funding for the construction of major plant facilities on the University campus is obtained from the issuance of revenue bonds by the Ohio Public Facilities Commission (OPFC), which in turn is used for the construction and subsequent lease of the facilities by the Ohio Department of Higher Education.

University facilities are not pledged as collateral for the revenue bonds. Instead, the bonds are supported by a pledge of monies in the Higher Education Bond Service Fund established in the custody of the Treasurer of State of Ohio. If sufficient monies are not available from this fund, a pledge exists to assess a special student fee uniformly applicable to students in state-assisted institutions of higher education throughout the State.

Outstanding debt issued by OPFC is not included on the University's Statement of Net Position. In addition, the appropriations by the General Assembly to the Ohio Department of Higher Education for payment of debt service are not reflected as appropriation revenue received by the University, and the related debt service payments are not recorded in the University's accounts.

See Footnote 16 for additional information on funding received from the Coronavirus Aid, Relief, and Economic Security (CARES) Act due to the COVID-19 pandemic.

### **Note 3 – Cash and Cash Equivalents**

For financial statement presentation purposes, cash in banks has been combined with the University's cash equivalents and temporary investments.

Depository funds held in the name of the University are secured by a pool of securities with a value of at least 105% of the total value of monies on deposit at the depository bank. All collateral, both specific and pooled, is held by the Federal Reserve Bank or by a designated trustee as agent for the public depositories used by the University.

Cash and Cash Equivalents at June 30, 2020 and June 30, 2019 consist of the following:

	2020	2019
Carrying Amount	<u>\$ 5,791,497</u>	<u>\$ 17,124,401</u>
FDIC Insured	\$ 804,129	\$ 3,276,286
Uninsured but collateralized by pools of securities pledged by the depository banks	2,701,909	6,851,051
Uninsured but assets held in name of YSU not pledged as collateral elsewhere	<u>3,093,179</u>	<u>8,701,866</u>
Bank Balance	<u>\$ 6,599,217</u>	<u>\$ 18,829,203</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

The difference in carrying amount and bank balance is caused by items in transit and outstanding checks. Deposits held in safekeeping by a bank, as trustee or escrow agent, included in cash totaled \$17,929 at June 30, 2020 and \$17,028 at June 30, 2019, which approximates market. These deposits, including interest on the investments, are retained in the trust for projects funded by bond proceeds and payment of principal and interest on outstanding indebtedness. The University's Star Plus account deposits are federally insured and totaled \$54,129 at June 30, 2020 and \$2,526,286 at June 30, 2019.

Credit risk for deposits is the risk that, in the event of a bank failure, the University's deposits may not be returned to the University. At June 30, 2020 and June 30, 2019, all uncollateralized or uninsured deposits of the University are exposed to credit risk. The University's investment policy and asset allocation guidelines facilitate the management and monitoring of credit risk.

### **Note 4 – Investments**

The University's investment policy authorizes the University to invest non-endowed and endowed University funds in compliance with provisions of the Ohio Revised Code including House Bill 524, Section 3345.05 of the Ohio Revised Code, and all other applicable laws and regulations.

In accordance with the Policies of the Board of Trustees of the University, investment types are not specifically limited but shall be made with care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. Furthermore, investments shall be managed for the use and benefit of the University in a diversified portfolio that focuses, over time, on the preservation of capital, minimization of cost and risk, and maintenance of required levels of liquidity in the overall portfolio to meet cash flow requirements. The University utilizes an investment advisor and investment manager for non-endowment funds.

The University's investments measured and reported at fair value are classified according to the following hierarchy:

Level 1 – Investments reflect prices quoted in active markets.

Level 2 – Investments reflect prices that are based on a similar observable asset either directly or indirectly, which may include inputs in markets that are not considered to be active.

Level 3 – Investments reflect prices based upon unobservable sources.

The categorization of investments within the hierarchy is based upon the pricing transparency of the instrument and should not be perceived as the particular investment's risk.

Assets classified in Level 1 of the fair value hierarchy are valued directly from a primary external pricing vendor. Level 2 inputs are valued using a matrix pricing model.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

As of June 30, 2020, the University had the following investments measured at fair value:

	Fair Value Measurement			Total
	Level 1	Level 2	Level 3	
U.S. Government Obligations	\$ -	\$ 5,777,611	\$ -	\$ 5,777,611
Corporate Bonds	-	9,067,834	-	9,067,834
U.S. Government Bonds	-	2,910,161	-	2,910,161
Bond Mutual Funds	13,040,417	-	-	13,040,417
Preferred Stock	-	204,511	-	204,511
Common Stock	7,179,059	-	-	7,179,059
Equity Mutual Funds	30,290,674	-	-	30,290,674
<b>Totals</b>	<b>\$ 50,510,150</b>	<b>\$ 17,960,117</b>	<b>\$ -</b>	<b>\$ 68,470,267</b>

As of June 30, 2019, the University had the following investments measured at fair value:

	Fair Value Measurement			Total
	Level 1	Level 2	Level 3	
U.S. Government Obligations	\$ -	\$ 5,768,916	\$ -	\$ 5,768,916
Corporate Bonds	-	9,143,311	-	9,143,311
Foreign Bonds	-	44,815	-	44,815
U.S. Government Bonds	-	2,649,055	-	2,649,055
Bond Mutual Funds	14,026,793	-	-	14,026,793
Preferred Stock	-	310,017	-	310,017
Common Stock	6,878,998	-	-	6,878,998
Equity Mutual Funds	28,905,808	-	-	28,905,808
<b>Totals</b>	<b>\$ 49,811,599</b>	<b>\$ 17,916,114</b>	<b>\$ -</b>	<b>\$ 67,727,713</b>

As of June 30, 2020, the University had the following investments and maturities using the segmented time distribution method:

Investment Type	Fair Value	Investment maturities (in years)			
		Less than 1	1-5	6-10	More than 10
U.S. Government Obligations	\$ 5,777,611	\$ -	\$ 4,898,660	\$ 878,951	\$ -
Corporate Bonds	9,067,834	971,704	7,163,568	851,817	80,745
U.S. Government Bonds	2,910,161	-	104,605	1,538,877	1,266,679
Bond Mutual Funds	13,040,417	13,040,417	-	-	-
Preferred Stock	204,511	204,511	-	-	-
Common Stock	7,179,059	7,179,059	-	-	-
Equity Mutual Funds	30,290,674	30,290,674	-	-	-
<b>Totals</b>	<b>\$ 68,470,267</b>	<b>\$ 51,686,365</b>	<b>\$ 12,166,833</b>	<b>\$ 3,269,645</b>	<b>\$ 1,347,424</b>

All callable stocks were assumed to mature in less than one year.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

As of June 30, 2019, the University had the following investments and maturities using the segmented time distribution method:

Investment Type	Fair Value	Investment maturities (in years)			
		Less than 1	1-5	6-10	More than 10
U.S. Government Obligations	\$ 5,768,916	\$ 200,469	\$ 4,905,617	\$ 662,830	\$ -
Corporate Bonds	9,143,311	857,375	7,377,080	893,722	15,134
Foreign Bonds	44,815	-	44,815	-	-
U.S. Government Bonds	2,649,055	200,428	310,329	900,444	1,237,854
Bond Mutual Funds	14,026,793	14,026,793	-	-	-
Preferred Stock	310,017	310,017	-	-	-
Common Stock	6,878,998	6,878,998	-	-	-
Equity Mutual Funds	28,905,808	28,905,808	-	-	-
<b>Totals</b>	<b>\$ 67,727,713</b>	<b>\$ 51,379,888</b>	<b>\$ 12,637,841</b>	<b>\$ 2,456,996</b>	<b>\$ 1,252,988</b>

All callable stocks were assumed to mature in less than one year.

As of June 30, 2020, investments had the following quality credit ratings:

Investment Type	Fair Value	Aaa	Aa	A	Baa	Unrated
Corporate Bonds	\$ 9,067,834	\$ 1,776,133	\$ 711,537	\$ 3,685,771	\$ 2,435,432	\$ 458,961
U.S. Government Bonds	2,910,161	2,708,345	201,816	-	-	-
Bond Mutual Funds	13,040,417	5,042,571	1,532,712	1,244,029	4,540,909	680,196
<b>Totals</b>	<b>\$ 25,018,412</b>	<b>\$ 9,527,049</b>	<b>\$ 2,446,065</b>	<b>\$ 4,929,800</b>	<b>\$ 6,976,341</b>	<b>\$ 1,139,157</b>

As of June 30, 2019, investments had the following quality credit ratings:

Investment Type	Fair Value	Aaa	Aa	A	Baa	Unrated
Corporate Bonds	\$ 9,143,311	\$ 2,385,735	\$ 704,439	\$ 2,688,343	\$ 2,603,421	\$ 761,373
Foreign Bonds	44,815	44,815	-	-	-	-
U.S. Government Bonds	2,649,055	2,649,055	-	-	-	-
Bond Mutual Funds	14,026,793	6,475,719	1,761,034	1,091,305	4,260,635	438,100
<b>Totals</b>	<b>\$ 25,863,974</b>	<b>\$ 11,555,324</b>	<b>\$ 2,465,473</b>	<b>\$ 3,779,648</b>	<b>\$ 6,864,056</b>	<b>\$ 1,199,473</b>

**Interest Rate Risk** – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The University’s investment policy and asset allocation guidelines facilitate the management and monitoring of its exposure to fair value losses arising from increasing interest rates.

**Credit Risk** – Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Credit quality, as commonly expressed in terms of credit ratings issued by nationally recognized statistical rating organizations such as Moody’s Investors Services, Standard & Poor’s or Fitch rating provides a current depiction of potential variable cash flows and credit risk. The University’s investment policy and asset allocation guidelines contain provisions to manage credit risk.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Custodial Credit Risk – Custodial credit risk is the risk that in the event of the failure of the counterparty to a transaction, the University will not be able to recover the value of investments or collateral securities that are in the possession of an outside party. Investments that are both unregistered and uninsured are exposed to custodial credit risk if investments are held by the counterparty, or are held by the counterparty’s trust department or agent but not in the name of the University. At June 30, 2020 and 2019, the University had no exposure to custodial credit risk. The University does not address custodial credit risk in its investment policy and asset allocation guidelines.

Concentration of Credit Risk – Concentration of credit risk is the risk of loss attributed to the magnitude of investment in a single issuer. As of June 30, 2020, \$5,577,910 or 8% of the University’s portfolio was held in an intermediate bond fund compared to \$5,389,907 or 8% at June 30, 2019.

Foreign Currency Risk – Foreign currency risk is the risk that changes in exchange rates will adversely affect the fair value of an investment or deposit. At June 30, 2020 and 2019, the University had no material exposure to foreign currency risk. The University does not address foreign currency risk in its investment policy and asset allocation guidelines.

### Note 5 – Accounts and Loans Receivable

Accounts and loans receivable at June 30, 2020 and June 30, 2019 consist of the following:

	2020	2019
Accounts receivable		
Student accounts	\$ 6,629,274	\$ 7,420,998
Grants and contracts	2,470,082	1,934,214
State appropriations	1,649,876	992,169
Other receivables	4,072,524	4,124,045
Total Accounts receivable	14,821,756	14,471,426
Less: Allowance for doubtful accounts	3,109,740	3,559,114
Accounts receivable, net	<u>\$ 11,712,016</u>	<u>\$ 10,912,312</u>
Loans receivable		
Loans receivable - student notes	\$ 696,396	\$ 1,258,749
Less: Allowance for doubtful accounts	117,326	357,403
Loans receivable, net	579,070	901,346
Less: current portion	476,298	472,818
Loans receivable, noncurrent portion	<u>\$ 102,772</u>	<u>\$ 428,528</u>



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 6 – Pledges Receivable

Unconditional promises to give to the University recorded as pledges receivable at June 30, 2020 and June 30, 2019 were as follows:

	2020	2019
Pledges receivable	\$ 341,747	\$ 514,045
Less: Allowance for doubtful accounts	15,900	24,050
Present value discount	1,377	16,221
Pledges receivable, net	<u>324,470</u>	<u>473,774</u>
Less: current portion	<u>170,203</u>	<u>177,667</u>
Pledges receivable, noncurrent portion	<u>\$ 154,267</u>	<u>\$ 296,107</u>

Pledges have been discounted to net present value using June 30, 2020 and June 30, 2019 U.S. Treasury Note rates of 0.29% (5-year) in fiscal year 2020 and 1.75% (5-year) and 1.875% (7-year) in fiscal year 2019.

### Note 7 – Capital Assets

Capital assets activity for the year ended June 30, 2020 was as follows:

	Beginning Balance	Additions/ Transfers	Reductions	Ending Balance
Nondepreciable assets:				
Land	\$ 17,637,005	\$ 152,938	\$ -	\$ 17,789,943
Construction in progress	5,280,515	(989,729)	-	4,290,786
Historical treasures	943,288	-	-	943,288
Depreciable assets:				
Buildings	285,344,703	4,050,024	-	289,394,727
Improvements to buildings	87,057,527	8,011,412	-	95,068,939
Improvements other than buildings	42,354,204	5,010,098	-	47,364,302
Moveable equipment and furniture	40,437,937	1,165,608	40,161	41,563,384
Vehicles	1,410,497	83,085	-	1,493,582
Capital leases	208,813	-	-	208,813
Total cost	<u>480,674,489</u>	<u>17,483,436</u>	<u>40,161</u>	<u>498,117,764</u>
Less accumulated depreciation:				
Buildings	183,025,007	4,808,340	-	\$ 187,833,347
Improvements to buildings	24,101,616	3,504,833	-	27,606,449
Improvements other than buildings	22,559,498	2,520,092	-	25,079,590
Moveable equipment and furniture	33,268,360	3,085,652	40,161	36,313,851
Vehicles	1,054,887	139,365	-	1,194,252
Capital leases	83,330	40,505	-	123,835
Total accumulated depreciation	<u>264,092,698</u>	<u>14,098,787</u>	<u>40,161</u>	<u>278,151,324</u>
Capital assets, net	<u>\$ 216,581,791</u>	<u>\$ 3,384,649</u>	<u>\$ -</u>	<u>\$ 219,966,440</u>



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Capital assets activity for the year ended June 30, 2019 was as follows:

	Beginning Balance	Additions/ Transfers	Reductions	Ending Balance
Nondepreciable assets:				
Land	\$ 16,358,867	\$ 1,278,138	\$ -	\$ 17,637,005
Construction in progress	4,115,034	1,703,181	537,700	5,280,515
Historical treasures	890,503	52,785	-	943,288
Depreciable assets:				
Buildings	285,499,361	-	154,658	285,344,703
Improvements to buildings	80,874,657	6,182,870	-	87,057,527
Improvements other than buildings	40,757,694	2,596,510	1,000,000	42,354,204
Moveable equipment and furniture	39,288,718	2,764,614	1,615,395	40,437,937
Vehicles	1,443,436	127,811	160,750	1,410,497
Capital leases	171,813	37,000	-	208,813
Total cost	<u>469,400,083</u>	<u>14,742,909</u>	<u>3,468,503</u>	<u>480,674,489</u>
Less accumulated depreciation:				
Buildings	178,246,568	4,781,983	3,544	\$ 183,025,007
Improvements to buildings	20,908,301	3,193,315	-	24,101,616
Improvements other than buildings	21,256,940	2,302,558	1,000,000	22,559,498
Moveable equipment and furniture	31,860,968	3,009,812	1,602,420	33,268,360
Vehicles	1,084,791	128,154	158,058	1,054,887
Capital leases	47,524	35,806	-	83,330
Total accumulated depreciation	<u>253,405,092</u>	<u>13,451,628</u>	<u>2,764,022</u>	<u>264,092,698</u>
Capital assets, net	<u>\$ 215,994,991</u>	<u>\$ 1,291,281</u>	<u>\$ 704,481</u>	<u>\$ 216,581,791</u>

As of June 30, 2020, the University had commitments related to construction projects totaling \$11,530,576.

### **Note 8 – Payroll and Other Liabilities**

Payroll and other liabilities at June 30, 2020 and 2019 consist of the following:

	2020	2019
Payroll liabilities		
Accrued compensation	\$ 4,683,125	\$ 5,558,905
Accrued benefits	286,385	116,420
Accrued health care benefits and insurance payable	2,342,604	1,451,341
Retirement system contribution payable	838,740	1,606,275
Totals	<u>\$ 8,150,854</u>	<u>\$ 8,732,941</u>
Other liabilities		
Deposits held in custody	\$ 351,893	\$ 237,964
Interest payable	559,914	589,715
Other liabilities	1,045,539	488,947
Totals	<u>\$ 1,957,346</u>	<u>\$ 1,316,626</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 9 – Bonds

In January 2017, the University issued \$25,525,000 in Series 2016 General Receipts bonds. The proceeds from the bond sale were used for a partial advanced refunding of the Series 2009 General Receipts bonds and to construct a bookstore. As a result, \$19,930,000 of the 2009 bonds advanced refunded were considered to be defeased and the liability was removed from the University's long-term obligations. In addition, a deferred outflow of resources was recorded and will be amortized over the remaining life of the new debt. As of June 30, 2020 and 2019, the amount recorded as a deferred outflow was \$1,679,053 and \$1,803,839, respectively.

Details of the bonds payable for the General Receipts Bonds, Series 2016 as of June 30, 2020 follow:

Bond Component	Rate	Yield	Maturity Through	Original Principal
Serial Bond	5.000%	2.10%	2021	\$ 1,190,000
Serial Bond	5.000%	2.34%	2022	1,255,000
Serial Bond	5.000%	2.53%	2023	1,320,000
Serial Bond	5.000%	2.76%	2024	1,380,000
Serial Bond	5.000%	2.93%	2025	1,455,000
Serial Bond	5.000%	3.09%	2026	1,525,000
Serial Bond	5.000%	3.23%	2027	1,600,000
Serial Bond	3.000%	3.32%	2028	1,665,000
Serial Bond	3.250%	3.49%	2029	1,710,000
Serial Bond	5.000%	3.44%	2030	1,780,000
Serial Bond	5.000%	3.50%	2031	1,870,000
Serial Bond	3.500%	3.74%	2032	1,945,000
Serial Bond	3.625%	3.86%	2033	2,010,000
Serial Bond	3.625%	3.92%	2034	2,085,000
Term Bond	4.000%	4.12%	2035	310,000
Term Bond	4.000%	4.12%	2036	320,000
Term Bond	4.000%	4.12%	2037	335,000
Term Bond	4.000%	4.12%	2038	350,000
Total				<u>\$ 24,105,000</u>

In June 2011, the Board of Trustees of Youngstown State University authorized through a Board resolution the issuance of General Receipts Bonds, Series 2011 in the amount of \$18,660,000. The \$19,006,093 in bond proceeds were received in July 2011. The Series 2011 Bonds were utilized to pay costs associated with acquiring the University Courtyard Apartments, any necessary related improvements thereto and to pay costs of issuing the Series 2011 Bonds.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Details of the bonds payable for the General Receipts Bonds, Series 2011 as of June 30, 2020 follow:

Bond Component	Rate	Yield	Maturity Through	Original Principal
Serial Bond	3.50%	3.82%	2021	\$ 720,000
Serial Bond	3.75%	3.98%	2022	450,000
Serial Bond	5.00%	3.98%	2022	300,000
Serial Bond	4.00%	4.14%	2023	780,000
Term Bond	5.00%	4.55%	2026	2,570,000
Term Bond	5.00%	5.08%	2034	9,085,000
Total				\$ 13,905,000

As part of the American Recovery and Reinvestment Act of 2009, states and local governments are permitted to issue two types of taxable obligations, referred to as Build America Bonds (BABs). The BABs include federal subsidies to offset a portion of interest costs as an alternative to issuing traditional tax-exempt obligations.

In March 2010, the University issued \$25,335,000 of General Receipts Bonds (Taxable Build America Bonds), Series 2010 to provide funding to pay costs associated with facilities planning for the University's College of Science, Technology, Engineering and Mathematics (STEM), convert the old college of business building for use as a laboratory, office and classroom space, renovate Kilcawley Center, reconfigure and replace campus parking facilities, construct the WATTS Center, relocate certain existing outdoor athletic facilities and pay the costs of issuance of the Series 2010 Bonds. In September 2011, approximately \$9.9 million was re-allocated from the Kilcawley Center project to Academic building renovation projects.

The University designated the Series 2010 Bonds both as Build America Bonds and as Qualified Bonds and intends to apply for Credit Payments pursuant only to the extent that the Series 2010 Bonds remain Qualified Bonds, which requires the University to comply with certain covenants and to establish certain facts and expectations with respect to the Series 2010 Bonds, the use and investment of proceeds thereof and the use of property financed thereby.

Details of the bonds payable for the General Receipts Bonds (Taxable Build America Bonds), Series 2010 as of June 30, 2020 follow:

Bond Component	Rate/Yield *	Maturity Through	Original Principal
Serial Bond	5.209%	2021	\$ 1,185,000
Serial Bond	5.359%	2022	1,225,000
Serial Bond	5.509%	2023	1,265,000
Term Bond	6.109%	2026	4,085,000
Term Bond	6.549%	2031	8,030,000
Term Bond	6.579%	2034	5,700,000
Total			\$ 21,490,000

\* Does not reflect impact of federal subsidies

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

In March 2009, the University issued \$31,255,000 of General Receipts Bonds, Series 2009 to acquire, construct and equip the new Williamson College of Business Administration building, renovate and replace portions of the existing Wick Pollock Inn, refund the remaining General Receipts Bonds, Series 1997 and Series 1998, refund the General Receipts Bond Anticipation Notes, Series 2008 (BAN), and pay a portion of the costs of issuance of the bonds. In January 2017, \$19,930,000 of the bonds were advanced refunded with the issuance of the Series 2016 General Receipts bonds. The balance of the amount defeased and put in escrow was \$19,005,000 at June 30, 2020 and \$19,930,000 at June 30, 2019.

The General Receipts Bonds, Series 2009 balance of \$885,000 as of June 30, 2018 was paid during fiscal year 2019.

The indebtedness created through all issues of the General Receipts Bonds is bound by the Amended and Restated Trust Indenture dated as of March 1, 2009. The Series 2010 Bonds, Series 2011 Bonds, and Series 2016 Bonds are also bound by the First Supplemental Trust Indenture dated as of February 2010; and in addition, the Series 2011 Bonds and Series 2016 Bonds are also bound by the Second Supplemental Trust Indenture dated as of July 1, 2011, and the Series 2016 Bonds are also bound by the Third Supplemental Trust Indenture dated December 1, 2010. The University has complied with all covenant requirements.

The debt is secured by a pledge of all University general receipts, excluding state appropriations and receipts previously pledged or otherwise restricted. Payment of bond principal and interest on the Bond Series 2009 was guaranteed under a municipal bond insurance policy.

Maturities of all bonds payable and debt service for fiscal years subsequent to June 30, 2020 follow (also see Note 12):

Fiscal Year	General Receipts Bonds		
	Principal	Interest	Total
2021	\$ 3,095,000	\$ 2,988,709	\$ 6,083,709
2022	3,230,000	2,835,360	6,065,360
2023	3,365,000	2,671,779	6,036,779
2024	3,505,000	2,493,445	5,998,445
2025	3,670,000	2,299,265	5,969,265
2026-2030	20,970,000	8,334,255	29,304,255
2031-2035	20,660,000	2,372,901	23,032,901
2036-2038	1,005,000	61,500	1,066,500
Totals	<u>\$ 59,500,000</u>	<u>\$ 24,057,214</u>	<u>\$ 83,557,214</u>

NOTE: Expected future federal subsidies for the BABs is \$3,725,839

Federal subsidies received by the University were \$452,580 in fiscal year 2020 and \$469,823 in fiscal year 2019. These are reported as non-operating federal grant revenue. Interest expense on indebtedness was \$3,025,687 in fiscal year 2020 and \$3,143,249 in fiscal year 2019. On construction-related debt, net interest cost was not capitalized in fiscal year 2019 as all construction projects financed through debt were completed.

# YOUNGSTOWN STATE UNIVERSITY

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## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

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The University's Trust Agreement governing all outstanding general receipts bonds contains a provision that in an event of default, the Trustee shall, within five business days after having knowledge of that event of default, give written notice to the University. The trustee shall also give the original purchasers of each series of Bonds then outstanding, and to the bondholders and any other paying agents notice of each event of default within 90 days after having knowledge of the occurrence thereof. The Trust Agreement also contains a provision, that in the case an event of default has occurred, the Trustee may, upon written request of the holders of at least 25% in aggregate principal amount of the bonds then outstanding, declare the principal of all bonds outstanding and the interest accrued to be due and payable immediately.

The following constitutes an event of default under the Trust Agreement:

- a. Failure to pay any interest on any Bond, when it becomes due and payable;
- b. Failure to pay the principal of or any redemption premium on any Bond, when it becomes due and payable, whether at maturity or by acceleration or call for redemption;
- c. Failure to perform or observe any other covenant, condition or agreement contained in the Bonds or the Trust Agreement and to be performed by the University, which failure shall have continued for a period of 30 days after written notice of it to the University given by the Trustee or the holders of at least 25% in aggregate principal amount of the bonds then outstanding.

### **Note 10 – Notes Payable**

During fiscal year 2016, the University entered into a 14 year performance contract with Johnson Controls for campus energy savings measures. The contract amount of \$16 million includes an assured performance providing for an annual measured cost savings of not less than \$2 million per year and was financed through PNC Equipment Finance over 14 years at an interest rate of 3.366% and requires annual installment payments. Title to the assets vests in the University. Security of the debt is limited to the revenues appropriated for such purpose. In March 2018, in accordance with the escrow agreement, \$725,988 in residual project funds were transferred to the debt service fund and were used to pre-pay debt service originally scheduled for fiscal year 2019, resulting in a reduced amount due in that year.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Details of the revised installment schedule follows:

Fiscal Year	Principal	Interest	Total
2021	\$ 859,068	\$ 468,255	\$ 1,327,323
2022	950,444	439,355	1,389,799
2023	1,078,673	407,381	1,486,054
2024	1,203,118	371,093	1,574,211
2025	1,324,774	330,618	1,655,392
2026	1,438,677	286,051	1,724,728
2027	1,549,702	237,652	1,787,354
2028	1,712,894	185,518	1,898,412
2029	1,869,393	127,894	1,997,287
2030	1,932,281	65,005	1,997,286
Totals	<u>\$ 13,919,024</u>	<u>\$ 2,918,822</u>	<u>\$ 16,837,846</u>

Interest expense on indebtedness was \$470,251 in fiscal year 2020 and \$461,219 in fiscal year 2019.

### **Note 11 – Capital Leases**

The University leases equipment for its mailroom under a capital lease agreement which bears interest of 9.9%. In addition, the University also leases equipment for its print shop under two capital lease agreements which bear imputed interest of 10.08% and 6.51%. The net book value of capital leased assets included in net capital assets in the Statement of Net Position at June 30, 2020 and June 30, 2019 was \$84,978 and \$125,483, respectively.

Future minimum lease payments for the capital leases are as follows:

Year Ending June 30,	Mailroom Equipment	Print Shop Equipment	Print Shop Equipment	Total
2021	\$ 19,520	\$ 23,400	\$ 8,340	\$ 51,260
2022	1,626	23,400	8,340	33,366
2023	-	5,850	8,340	14,190
2024	-	-	7,645	7,645
Total future minimum lease payments	<u>21,146</u>	<u>52,650</u>	<u>32,665</u>	<u>106,461</u>
Less amount representing interest	<u>1,173</u>	<u>5,720</u>	<u>3,902</u>	<u>10,795</u>
Total obligations under capital lease	<u>\$ 19,973</u>	<u>\$ 46,930</u>	<u>\$ 28,763</u>	<u>\$ 95,666</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 12 – Long-Term Liabilities (excluding net pension/OPEB assets/liabilities)

Long-term liability activity (also see Notes 9, 10, and 11) for the year ended June 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds payable					
General receipts bonds principal	\$ 62,480,000	\$ -	\$ 2,980,000	\$ 59,500,000	\$ 3,095,000
Unamortized premium/discount	1,002,710	-	224,637	778,073	-
Bonds payable, net	<u>63,482,710</u>	<u>-</u>	<u>3,204,637</u>	<u>60,278,073</u>	<u>3,095,000</u>
Note payable	14,692,269	-	773,245	13,919,024	859,068
Capital leases	136,233	-	40,567	95,666	44,579
Compensated absences	7,529,370	137,495	670,000	6,996,865	795,001
Refundable advance	1,374,718	199,501	285,344	1,288,875	-
Total long-term liabilities	<u>\$ 87,215,300</u>	<u>\$ 336,996</u>	<u>\$ 4,973,793</u>	<u>\$ 82,578,503</u>	<u>\$ 4,793,648</u>

Long-term liability activity (also see Notes 9, 10, and 11) for the year ended June 30, 2019 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion
Bonds payable					
General receipts bonds principal	\$ 65,345,000	\$ -	\$ 2,865,000	\$ 62,480,000	\$ 2,980,000
Unamortized premium/discount	1,245,907	-	243,197	1,002,710	-
Bonds payable, net	<u>66,590,907</u>	<u>-</u>	<u>3,108,197</u>	<u>63,482,710</u>	<u>2,980,000</u>
Note payable	15,017,057	-	324,788	14,692,269	773,245
Capital leases	132,297	37,000	33,064	136,233	40,567
Compensated absences	8,295,752	-	766,382	7,529,370	875,981
Refundable advance	1,384,407	2,055	11,744	1,374,718	-
Total long-term liabilities	<u>\$ 91,420,420</u>	<u>\$ 39,055</u>	<u>\$ 4,244,175</u>	<u>\$ 87,215,300</u>	<u>\$ 4,669,793</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 13 – Employee Benefit Plans

#### Plan Descriptions

The University participates in the State Teachers Retirement System of Ohio (STRS Ohio) and the Ohio Public Employees Retirement System (OPERS), statewide, cost-sharing, multiple-employer defined benefit public employee retirement systems governed by the Ohio Revised Code (ORC) that covers substantially all employees of the University. Each system has multiple retirement plan options available to its members, with three options in STRS Ohio and OPERS. Each system provides retirement, survivor, and disability benefits to plan members and their beneficiaries. The systems also each provide post-employment health care benefits (including Medicare B premiums) to retirees and beneficiaries who elect to receive those benefits.

Each retirement system issues a publicly available financial report that includes financial statements and required supplementary information for the pension and post-employment health care plans. The reports may be obtained by contacting:

State Teachers Retirement System of Ohio  
275 E. Broad Street  
Columbus, Ohio 43215  
(888) 227-7877  
[www.strsoh.org](http://www.strsoh.org)

Ohio Public Employees Retirement System  
277 East Town Street  
Columbus, Ohio 43215  
(800) 222-7377  
[www.opers.org](http://www.opers.org)

#### Contributions

State retirement law requires contributions by covered employees and their employers, and Chapter 3307 of the Ohio Revised Code (ORC) limits the maximum rate of contributions. The retirement boards of the systems individually set contributions rates within the allowable limits. The adequacy of employer contribution rates is determined annually by actuarial valuation using the entry age normal cost method. Under these provisions, each University's contribution is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance a portion of the unfunded accrued liability.

Member contributions are set at the maximums authorized by the ORC. The plans' 2020 and 2019 employer and member contribution rates on covered payroll to each system are:

	Employer Contribution Rate					Member Contribution Rate
	Pension	Post-Retirement Healthcare	Death Benefits	Medicare B	Total	Total
STRS Ohio	14.0%	0.0%	0.0%	0.0%	14.0%	14.0%
OPERS-State/Local	14.0%	0.0%	0.0%	0.0%	14.0%	10.0%
OPERS-Law Enforcement	18.1%	0.0%	0.0%	0.0%	18.1%	13.0%



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

The required and actual contributions to the plans are:

	2020		2019	
	Pension	OPEB	Pension	OPEB
STRS	\$ 5,318,458	\$ -	\$ 5,404,211	\$ -
OPERS	5,171,188	-	5,189,816	-
	<u>\$ 10,489,646</u>	<u>\$ -</u>	<u>\$ 10,594,027</u>	<u>\$ -</u>

### **Benefits Provided**

#### **STRS Ohio**

Plan benefits are established under Chapter 3307 of the ORC, as amended by Substitute Senate Bill 342 in 2012. The Retirement Board the authority to make future adjustments to the member contribution rate, retirement age and service requirements, and the COLA as the need or opportunity arises, depending on the retirement system's funding progress.

Any member may retire who has (1) five years of service credit and attained age 60; (2) 25 years of service credit and attained age 55; or (3) 30 years of service credit regardless of age. Beginning August 1, 2015, eligibility requirements for an unreduced benefit changed. The maximum annual retirement allowance, payable for life, considers years of credited service, final average salary (3-5 years) and multiplying by a factor ranging from 2.2 percent to 2.6 percent with 0.1 percent incremental increases for years greater than 30-31, depending on retirement age.

A defined benefit plan or combined plan member with five or more years of credited service who is determined to be disabled (illness or injury preventing individual's ability to perform regular job duties for at least 12 months) may receive a disability benefit. Additionally, eligible survivors of members who die before service retirement may qualify for monthly benefits. New members on or after July 1, 2013, must have at least 10 years of qualifying service credit to apply for disability benefits.

A death benefit of \$1,000 is payable to the beneficiary of each deceased retired member who participated in the plan. Death benefit coverage up to \$2,000 can be purchased by participants in all three of the plans. Various other benefits are available to members' beneficiaries.

STRS Ohio provides access to healthcare coverage to retirees who participated in the Defined Benefit or Combined Plans, and their dependents. Coverage under the current program includes hospitalization, physicians' fees, prescription drugs, and partial reimbursement of monthly Medicare Part B premiums. Pursuant to the ORC, the State Teachers Retirement Board (the "Board") has discretionary authority over how much, if any, of the healthcare costs will be absorbed by STRS Ohio. All benefit recipients pay a portion of the healthcare cost in the form of a monthly premium.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### OPERS

Plan benefits are established under Chapter 145 of the ORC, as amended by Substitute Senate Bill 343 in 2012. The requirements to retire depends on years of service (5 to 30 years) and from attaining the age of 48 to 62, depending on when the employee became a member. Members retiring before age 65 with less than 30 years' service credit receive a percentage reduction in benefit, except for public safety and law enforcement participants. Member retirement benefits are calculated on a formula that considers years of service (5-30 years), age (48-62 years) and final average salary, using a factor ranging from 1 percent to 2.5 percent.

A plan member who becomes disabled before age 60 or at any age, depending on when the member entered the plan, and has completed 60 contributing months is eligible for a disability benefit.

A death benefit of \$500 - \$2,500 is determined by the number of years of service credit of the retiree. Benefits may transfer to a beneficiary upon death with 1.5 years of service credits with the plan obtained within the last 2.5 years, except for law enforcement and public safety personnel who are eligible immediately upon employment.

Benefit terms provide for annual cost-of-living adjustments to each employee's retirement allowance subsequent to the employee's retirement date. The annual adjustment, if applicable, is 3 percent, or an amount based on the average percentage increase in the Consumer Price Index, capped at 3 percent.

### Net Pension Liability, Deferrals, and Pension Expense

At June 30, 2020 and 2019, the University reported a liability for its proportionate share of the net pension liability of STRS Ohio/OPERS. For June 30, 2020, the net pension liability was measured as of June 30, 2019 for STRS Ohio and December 31, 2019 for the OPERS plan. For June 30, 2019, the net pension liability was measured as of June 30, 2018 for STRS Ohio and December 31, 2018 for the OPERS plan. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of those dates, except STRS Ohio's net pension liability's actuarial valuation for the June 30, 2018 measurement date was dated July 1, 2018, which was rolled forward to the measurement date. The University's proportion of the net pension liability was based on a projection of its long-term share of contributions to the pension plan relative to the projected contributions of all participating reporting units, actuarially determined.

Plan	Measurement Date	Net Pension Liability		Proportionate Share		Percent Change 2019-20	Percent Change 2018-19
		2020	2019	2020	2019		
STRS Ohio	June 30	\$ 72,710,830	\$ 71,671,389	0.328794%	0.325960%	0.002834%	-0.004196%
OPERS	December 31	47,840,867	70,477,168	0.244668%	0.258405%	-0.013737%	-0.001087%
		<u>\$ 120,551,697</u>	<u>\$ 142,148,557</u>				

For the years ended June 30, 2020 and 2019, the University recognized pension expense of \$13,966,984 and \$18,790,506 respectively. At June 30, 2020 and 2019, the University reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

	2020		2019	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 609,692	\$ 1,069,345	\$ 1,675,631	\$ 1,523,417
Changes of assumptions	11,192,367	-	18,933,851	-
Net difference between projected and actual earnings on pension plan investments	-	13,298,716	9,675,669	4,346,074
Changes in proportion and differences between University contributions and proportionate share of contributions	449,501	5,175,581	22,189	6,782,844
University contributions subsequent to the measurement date	7,972,663	-	8,099,774	-
Totals	<u>\$ 20,224,223</u>	<u>\$ 19,543,642</u>	<u>\$ 38,407,114</u>	<u>\$ 12,652,335</u>

Amounts reported as deferred outflows of resources/(deferred inflows of resources) related to pensions will be recognized in pension expense as follows:

Year Ended June 30	Amount
2021	\$ 285,108
2022	(4,044,055)
2023	(168,130)
2024	(3,341,190)
2025	(7,805)
Thereafter	(16,010)
Totals	<u>\$ (7,292,082)</u>

In addition, the contributions subsequent to the measurement date will be included as a reduction of the net pension liability in the next year.

### **Net OPEB Liability/(Asset), Deferrals, and OPEB Expense**

At June 30, 2020, the University reported a liability/(asset) for its proportionate share of the net OPEB liability/(asset) of STRS Ohio/OPERS. For June 30, 2020, the net OPEB liability/(asset) was measured as of June 30, 2019 for STRS Ohio and December 31, 2019 for the OPERS plan. For June 30, 2019, the net OPEB liability/(asset) was measured as of June 30, 2018 for STRS Ohio and December 31, 2018 for the OPERS plan. The total OPEB liability/(asset) used to calculate the net OPEB liability/(asset) was determined by an actuarial valuation as of those dates, except OPERS which used an actuarial valuation dated December 31, 2018 and 2017, respectively, rolled forward to the measurement date by incorporating the expected value of health care cost accruals, the actual health care payments, and interest accruals during the year for the defined benefit health care plans.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Typically, the University's proportion of the net OPEB liability/(asset) would be based on a projection of its long-term share of contributions to the OPEB plan relative to the projected contributions of all participating reporting units, actuarially determined, except as noted below. For plan years ending June 30, 2019 and 2018, STRS Ohio did not allocate employer contributions to the OPEB plan. Therefore, STRS Ohio's calculation of the employers' proportionate share is based on total contributions to the plan for both pension and OPEB.

For plan years ending December 31, 2019 and 2018, OPERS did not allocate employer contributions to the OPEB plan. Therefore, OPERS's calculation of the employers' proportionate share is based on total contributions to the plan for both pension and OPEB.

Plan	Measurement Date	Net OPEB Liability (Asset)		Proportionate Share		Percent Change	Percent Change
		2020	2019	2020	2019	2019-20	2018-19
STRS Ohio	June 30	\$ (5,446,000)	\$ (5,237,852)	0.327941%	0.325960%	0.001981%	-0.004196%
OPERS	December 31	33,470,549	33,390,568	0.242319%	0.256109%	-0.013790%	0.000169%
		<u>\$ 28,024,549</u>	<u>\$ 28,152,716</u>				

For the years ended June 30, 2020 and 2019, the University recognized OPEB expense of \$1,437,418 and (\$8,364,194), respectively. At June 30, 2020 and 2019, the University reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources.

	2020		2019	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 494,898	\$ 3,338,036	\$ 630,971	\$ 403,263
Changes of assumptions	5,412,032	5,970,000	1,076,552	7,137,000
Net difference between projected and actual earnings on OPEB investments	-	2,046,311	1,552,758	598,000
Changes in proportion and differences between University contributions and proportionate share of contributions	22,575	1,168,251	-	149,526
University contributions subsequent to the measurement date	-	-	-	-
Totals	<u>\$ 5,929,505</u>	<u>\$ 12,522,598</u>	<u>\$ 3,260,281</u>	<u>\$ 8,287,789</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Amounts reported as deferred outflows of resources/(deferred inflows of resources) related to OPEB will be recognized in OPEB expense as follows:

Year Ended June 30	Amount
2021	\$ (1,082,642)
2022	(1,352,340)
2023	(1,190,608)
2024	(1,872,143)
2025	(1,114,158)
Thereafter	18,798
Totals	<u>\$ (6,593,093)</u>

In addition, if applicable, the contributions subsequent to the measurement date will be included as a reduction of the net OPEB liability/(asset) in the next year.

### Actuarial Assumptions

The total pension liability and OPEB liability/(asset) is based on the results of an actuarial valuation and were determined using the following actuarial assumptions for the University's current year.

	STRS Ohio	OPERS
Valuation date - Pension	June 30, 2019	December 31, 2019
Valuation date - OPEB	June 30, 2019	December 31, 2018
Actuarial cost method	Entry age normal	Individual entry age
Cost of living	None	1.40% - 3.00%
Salary increases, including inflation	2.50% - 12.50%	3.25% - 10.75%
Inflation	2.50%	3.25%
Investment rate of return - Pension	7.45%, net of investment expense including inflation	7.20%, net of investment expense, including inflation
Investment rate of return - OPEB	7.45%, net of investment expense including inflation	6.00%, net of investment expense, including inflation
Health care cost trend rates	4.93% to 9.62 percent initial, 4% ultimate	10.5% initial, 3.50% ultimate in 2030
Experience study date	Period of 5 years ended June 30, 2016	Period of 5 years ended December 31, 2015
Mortality basis	RP-2014 Annuitant Mortality Table with 50% of rates through age 69, 70% of rates between 70 and 79, 90% of rates between ages 80 and 84, and 100% of rates thereafter, projected forward generationally using mortality improvement scale MP-2016.	RP-2014 Healthy Annuitant Mortality Table

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

The following are actuarial assumptions for the University's prior year:

	STRS Ohio	OPERS
Valuation date - Pension	July 1, 2018	December 31, 2018
Valuation date - OPEB	June 30, 2018	December 31, 2017
Actuarial cost method	Entry age normal	Individual entry age
Cost of living	None	2.50% - 3.00%
Salary increases, including inflation	2.50% - 12.50%	3.25% - 10.75%
Inflation	2.50%	2.50%
Investment rate of return - Pension	7.45%, net of investment expense including inflation	7.20%, net of investment expense, including inflation
Investment rate of return - OPEB	7.45%, net of investment expense including inflation	6.00%, net of investment expense, including inflation
Health care cost trend rates	-5.23% to 9.62% initial, 4% ultimate	10.0% initial, 3.25% ultimate in 2029
Experience study date	Period of 5 years ended June 30, 2016	Period of 5 years ended December 31, 2015
Mortality basis	RP-2014 Annuitant Mortality Table with 50% of rates through age 69, 70% of rates between 70 and 79, 90% of rates between ages 80 and 84, and 100% of rates thereafter, projected forward generationally using mortality improvement scale MP-2016.	RP-2014 Healthy Annuitant Mortality Table

### Pension Discount Rate

The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions will be made at contractually required rates for all plans. Based on those assumptions, each pension plan's fiduciary net position was projected to be available to make all projected future benefit payments for current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability. The discount rates used to measure the total pension liabilities for STRS Ohio were 7.45 percent for the plan years ended June 30, 2019 and 2018. The discount rates used to measure the total pension liability for OPERS were 7.20 percent for the plan years ended December 31, 2019 and 2018, respectively.

### OPEB Discount Rate

The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the current contribution rate and that employer contributions will be made at contractually required rates for all plans. Plans that project fiduciary net position to be insufficient to make all projected future benefit payments for current active and inactive employees used a blended discount rate between the long-term expected rate of return on plan investments and a 20-year municipal bond rate applied to all periods of projected benefit payments to determine the total OPEB liability/(asset).

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

*STRS Ohio OPEB Discount Rate* - The discount rate used to measure the total OPEB liabilities/(assets) was 7.45 percent for the plan years ended June 30, 2019 and 2018. At June 30, 2019 and 2018, the plan's fiduciary net position was projected to be available to make all projected future benefit payments for current active and inactive employees. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability/(asset).

*OPERS OPEB Discount Rate* - The discount rate used to measure the total OPEB liabilities/(assets) were 3.16 percent and 3.96 percent for the plan years ended December 31, 2019 and 2018, respectively. At December 31, 2019 and 2018, the plan's fiduciary net position was projected to become insufficient to make all projected future benefit payments for current active and inactive employees. Therefore, a blended rate was used, which consisted of the long-term expected rate of return on OPEB plan investments for the funded benefit payments of 6.00 percent and the Fidelity 20-year Municipal General Obligation AA Index rate of 2.75 percent and 3.71 percent at December 31, 2019 and December 31, 2018, respectively. At December 31, 2019, the long-term expected rate of return on health care investments was applied to projected costs through the year 2034, and the municipal bond rate was applied to all health care costs after that date. At December 31, 2018, the long-term expected rate of return on health care investments was applied to projected costs through the year 2031, and the municipal bond rate was applied to all health care costs after that date.

The long-term expected rate of return on pension plan and OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. OPERS has two different portfolios of investment, a defined benefit portfolio for pension and health care portfolio for OPEB. As a result, there are different target allocations and long-term expected real rates of return disclosed for each portfolio. The target allocation and best estimates of arithmetic (geometric for STRS Ohio) real rates of return for each major asset class are summarized in the following table as of the dates listed below:



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

STRS Ohio as of 7/1/19			OPERS as of 12/31/19				
Investment Category	Target Allocation	Long-Term Expected Real Rate of Return	Investment Category	Pension Portfolio		Health Care Portfolio	
				Target Allocation	Long-Term expected Real Rate of Return	Target Allocation	Long-Term expected Real Rate of Return
Domestic equity	28.0%	7.35%	Fixed income	25.0%	1.83%	36.0%	1.53%
International equity	23.0%	7.55%	Domestic Equities	19.0%	5.75%	21.0%	5.75%
Alternatives	17.0%	7.09%	Real Estate	10.0%	5.20%	0.0%	0.00%
Fixed Income	21.0%	3.00%	Private Equity	12.0%	10.70%	0.0%	0.00%
Real Estate	10.0%	6.00%	International Equity	21.0%	7.66%	23.0%	7.66%
Liquidity Reserves	1.0%	2.25%	REITs	0.0%	0.00%	6.0%	5.69%
			Other Investments	13.0%	4.98%	14.0%	4.90%
Totals	<u>100.0%</u>			<u>100.0%</u>		<u>100.0%</u>	

STRS Ohio as of 7/1/18			OPERS as of 12/31/18				
Investment Category	Target Allocation	Long-Term Expected Real Rate of Return	Investment Category	Pension Portfolio		Health Care Portfolio	
				Target Allocation	Long-Term expected Real Rate of Return	Target Allocation	Long-Term expected Real Rate of Return
Domestic equity	28.0%	5.10%	Fixed income	23.0%	2.79%	34.0%	2.42%
International equity	23.0%	5.30%	Domestic Equities	19.0%	6.21%	21.0%	6.21%
Alternatives	17.0%	4.84%	Real Estate	10.0%	4.90%	0.0%	0.00%
Fixed Income	21.0%	75.00%	Private Equity	10.0%	10.81%	0.0%	0.00%
Real Estate	10.0%	3.75%	International Equity	20.0%	7.83%	22.0%	7.83%
Liquidity Reserves	1.0%	0.00%	REITs	0.0%	0.00%	6.0%	5.98%
			Other Investments	18.0%	5.50%	17.0%	5.57%
Totals	<u>100.0%</u>			<u>100.0%</u>		<u>100.0%</u>	

### Sensitivity of the net pension liability to changes in the discount rate

The following presents the net pension liability of the University calculated using the discount rate listed below, as well as what the University's net pension liability would be if it were calculated using a discount rate that is 1.00 percentage point lower or 1.00 percentage point higher than the current rate.

Plan	2020 (\$ in thousands)					
	1% Decrease		Current Discount Rate		1% Increase	
STRS Ohio	6.45%	\$ 106,259	7.45%	\$ 72,711	8.45%	\$ 44,311
OPERS	6.20%	79,543	7.20%	47,841	8.20%	19,384
		<u>\$ 185,802</u>		<u>\$ 120,552</u>		<u>\$ 63,695</u>

Plan	2019 (\$ in thousands)					
	1% Decrease		Current Discount Rate		1% Increase	
STRS Ohio	6.45%	\$ 104,666	7.45%	\$ 71,671	8.45%	\$ 43,745
OPERS	6.20%	104,452	7.20%	70,477	8.20%	42,262
		<u>\$ 209,118</u>		<u>\$ 142,148</u>		<u>\$ 86,007</u>



# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Sensitivity of the net OPEB liability/(asset) to changes in the discount rate

The following presents the net OPEB liability/(asset) of the University, calculated using the discount rate listed below, as well as what the University's net OPEB liability/(asset) would be if it were calculated using a discount rate that is 1.00 percentage point lower or 1.00 percentage point higher than the current rate:

Plan	2020 (\$ in thousands)					
	1% Decrease		Current Discount Rate		1% Increase	
STRS Ohio	6.45%	\$ (4,647)	7.45%	\$ (5,446)	8.45%	\$ (6,117)
OPERS	2.16%	43,802	3.16%	33,471	4.16%	25,199
		<u>\$ 39,155</u>		<u>\$ 28,025</u>		<u>\$ 19,082</u>

Plan	2019 (\$ in thousands)					
	1% Decrease		Current Discount Rate		1% Increase	
STRS Ohio	6.45%	\$ (4,489)	7.45%	\$ (5,238)	8.45%	\$ (5,867)
OPERS	2.96%	42,719	3.96%	33,391	4.96%	25,972
		<u>\$ 38,230</u>		<u>\$ 28,153</u>		<u>\$ 20,105</u>

### Sensitivity of the net OPEB liability/(asset) to changes in the health care cost trend rate

The following presents the net OPEB liability/(asset) of the University, calculated using the healthcare cost trend rate listed below, as well as what the University's net OPEB liability/(asset) would be if it were calculated using a health care cost trend rate that is 1.00 percentage point lower or 1.00 percentage point higher than the current rate:

Plan	2020 (\$ in thousands)		
	1% Decrease	Current Trend Rate	1% Increase
STRS Ohio	\$ (6,175)	\$ (5,446)	\$ (4,552)
OPERS	32,483	33,471	34,446
	<u>\$ 26,308</u>	<u>\$ 28,025</u>	<u>\$ 29,894</u>

Plan	2019 (\$ in thousands)		
	1% Decrease	Current Trend Rate	1% Increase
STRS Ohio	\$ (5,831)	\$ (5,238)	\$ (4,635)
OPERS	32,096	33,391	34,882
	<u>\$ 26,265</u>	<u>\$ 28,153</u>	<u>\$ 30,247</u>

### Pension plan and OPEB plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued STRS Ohio/OPERS financial report.

### Benefit changes

There were no significant benefit terms changes for the pension or OPEB plan(s) since the prior measurement date for STRS Ohio. Effective in 2022, OPERS will replace the current self-insured group plan with a marketplace concept for pre-Medicare retirees.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Assumption changes

During the measurement periods ended June 30, 2018 and December 31, 2018, respectively, certain assumption changes were made by the plans. The STRS Ohio OPEB discount rate increased significantly from 4.13 percent to 7.45 percent due to the cash flow analysis and there was a reduction in the health care cost trend rates, which impacted the annual actuarial valuation for OPEB prepared as of June 30, 2018. The OPERS pension discount rate was reduced from 7.5 percent to 7.2 percent, which impacted the annual actuarial valuation for pension prepared as of December 31, 2018.

### Payable to the Pension Plans and OPEB Plans

The University reported a payable of \$792,469 and \$1,480,075 for the outstanding amount of contributions to the STRS Ohio and OPERS pension plans required for the years ended June 30, 2020 and June 30, 2019, respectively

### Defined Contribution Pension Plan

The Alternative Retirement Plan (ARP) is a defined contribution pension plan, under IRS Section 401(a), and established by Ohio Amended Substitute House Bill 586 (ORC 3305.02) on March 31, 1997, for public institutions of higher education. The University's Board of Trustees adopted the University's plan on December 11, 1998. Full-time employees are eligible to choose a provider, in lieu of STRS Ohio or OPERS, from the list of nine providers currently approved by the Ohio Department of Insurance and who hold agreements with the University. Employee and employer contributions equal to those required by STRS Ohio and OPERS are required for the ARP, less any amounts required to be remitted to the state retirement system in which the employee would otherwise have been enrolled.

Eligible employees have 120 days from their date of hire to make an irrevocable election to participate in the ARP. Under this plan, employees who would have otherwise been required to be in STRS Ohio or OPERS, and who elect to participate in the ARP, must contribute the employee's share of retirement contributions to one of nine private providers approved by the Ohio Department of Insurance. The legislation mandates that the employer must contribute an amount to the state retirement system to which the employee would have otherwise belonged, based on an independent actuarial study commissioned by the Ohio Retirement Study Council and submitted to the Ohio Department of Higher Education. That amount is 4.7 percent for STRS Ohio and 2.44 percent for OPERS for the years ended June 30, 2020 and 2019. If the employee was hired on or after August 2005, the employer contributes 6.00 percent. The employer also contributes what would have been the employer's contribution under STRS Ohio or OPERS, less the aforementioned percentages, to the private provider selected by the employee. The University plan provides these employees with immediate plan vesting. The ARP does not provide disability benefits, survivor benefits, or postretirement health care. Benefits are entirely dependent on the sum of contributions and investment returns earned by each participant's choice of investment options. STRS Ohio and OPERS also offer a defined contribution plan and a combined plan with features of both a defined contribution plan and a defined benefit plan. For the year ended June 30, 2020 and 2019, employee contributions totaled \$1,358,569 and \$1,353,870, and the University recognized pension expense of \$401,784 and \$401,705, respectively.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 14 – Contingencies and Risk Management

During fiscal year 2018, the University formed a 19-member Risk Council that established a Risk Management Program that provides a forum and process to strategically identify risks that are of utmost importance and develops coordinated and holistic mitigation plans that appropriately addresses those risks. The implementation of Enterprise Risk Management provides the framework to proactively and continuously manage risks in a manner consistent with the University's mission, goals and culture.

The University is a defendant in various lawsuits. It is the opinion of University management that disposition of pending litigation will not have a material adverse effect on the financial statements of the University. The University receives grants and contracts from certain federal, state and local agencies to fund research and other activities. The costs, both direct and indirect, that have been charged to the grants or contracts are subject to examination and approval by the granting agency. It is the opinion of the University's administration that any disallowance or adjustment of such costs would not have a material effect on the financial statements.

The University is self-insured for all medical and drug employee health care benefits and fully insured for dental and vision employee health care benefits. The self-insured plan includes stop loss provisions.

Liabilities for estimates of outstanding claims and claims incurred but not reported under self-insurance programs have been recorded. Changes in the self-insured health care liabilities included in accrued health care benefits payable (also see Note 8) at June 30, 2020 and June 30, 2019 were as follows:

	2020	2019	2018
Liability at beginning of fiscal year	\$ 1,426,480	\$ 1,203,340	\$ 974,065
Current year claims including changes in estimates	19,748,612	16,324,274	14,444,546
Claim payments	<u>(18,852,075)</u>	<u>(16,101,134)</u>	<u>(14,215,271)</u>
Liability at end of fiscal year	<u>\$ 2,323,017</u>	<u>\$ 1,426,480</u>	<u>\$ 1,203,340</u>

Health insurance claims are based upon estimates of the claims liabilities. Estimates are based upon past experience, medical inflation trends, and current claims outstanding, including year end lag analysis. Differences between the estimated claims payable and actual claims paid are reported in the Statements of Revenues, Expenses, and Changes in Net Position.

# **YOUNGSTOWN STATE UNIVERSITY**

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## **NOTES TO FINANCIAL STATEMENTS (CONT.)**

### **FOR THE YEARS ENDED JUNE 30, 2020 AND 2019**

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The University is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The University has joined with other state-assisted universities in Ohio to form an insurance pool for the acquisition of commercial property and casualty insurance. The University pays annual premiums to the pool for its property and casualty insurance coverage based on its percentage of the total insurance value to the pool. Future contributions will be adjusted based upon each university's loss history. The University had no significant reductions in coverage from the prior year. Insurance settlements have not exceeded insurance coverage for each of the past three fiscal years.

The University participates in a State pool of agencies and universities that pays workers' compensation premiums into the State Insurance Fund on a pay-as-you-go basis (the Plan), which pays workers' compensation benefits to beneficiaries who have been injured on the job. Losses from asserted and unasserted claims for the participating state agencies and universities in the Plan are accrued by the Ohio Bureau of Workers' Compensation (the Bureau) based on estimates that incorporate the past experience, as well as other considerations including the nature of each claim or incident and relevant trend factors. Participants in the Plan annually fund the workers' compensation liability based on rates set by the Bureau to collect the cash needed in subsequent fiscal years to pay the workers' compensation claims of participating State agencies and universities.

#### **Note 15 – Component Unit**

Youngstown State University Foundation (YSUF or Foundation) is a legally separate nonprofit organization exempt from federal income tax and classified as a public charity. YSUF is devoted to the support, expansion, and development of educational programs at the University that are useful and beneficial to the students and the community. Because these restricted resources held by the Foundation can only be used by, or for the benefit of the University, the Foundation is considered a component unit of the University.

YSUF is a nonprofit organization that reports under FASB standards. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. With the exception of necessary presentation adjustments, no modifications have been made to YSUF's financial information in the University's financial report for these differences.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

YSUF investments consist of the following at June 30, 2020 and 2019:

	Quoted Prices in Active markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	Balance at June 30, 2020
<b>Investments</b>				
Cash and cash equivalents	\$ 11,224	\$ -	\$ -	\$ 11,224
Common stock - U.S. stocks	64,315,835	-	-	64,315,835
Mutual funds:				
Exchange traded	47,578,204	-	-	47,578,204
Money market	6,028,448	-	-	6,028,448
Fixed income	14,093,896	10,642,583	-	24,736,479
Equity	41,965,195	3,601,671	-	45,566,866
Total mutual funds	<u>109,665,743</u>	<u>14,244,254</u>	-	<u>123,909,997</u>
Alternative investments:				
Private equity	-	-	21,939,481	21,939,481
Commodities hedge funds	-	-	1,393,298	1,393,298
Total alternative investments	<u>-</u>	<u>-</u>	<u>23,332,779</u>	<u>23,332,779</u>
Total	<u>\$ 173,992,802</u>	<u>\$ 14,244,254</u>	<u>\$ 23,332,779</u>	<u>\$ 211,569,835</u>
Investments measured at NAV				
Hedge funds				43,169,180
Total assets				<u>\$ 254,739,015</u>

	Quoted Prices in Active markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)	Balance at June 30, 2019
<b>Investments</b>				
Cash and cash equivalents	\$ 955,322	\$ -	\$ -	\$ 955,322
Common stock - U.S. stocks	47,206,171	-	-	47,206,171
Mutual funds:				
Exchange traded	43,183,205	-	-	43,183,205
Money market	4,412,252	-	-	4,412,252
Fixed income	21,501,148	5,241,021	-	26,742,169
Equity	64,164,015	779,452	-	64,943,467
Total mutual funds	<u>133,260,620</u>	<u>6,020,473</u>	-	<u>139,281,093</u>
Alternative investments:				
Private equity	-	-	21,911,739	21,911,739
Commodities hedge funds	-	-	1,580,183	1,580,183
Total alternative investments	<u>-</u>	<u>-</u>	<u>23,491,922</u>	<u>23,491,922</u>
Total	<u>\$ 181,422,113</u>	<u>\$ 6,020,473</u>	<u>\$ 23,491,922</u>	<u>\$ 210,934,508</u>
Investments measured at NAV -				
Hedge funds				47,854,630
Total assets				<u>\$ 258,789,138</u>

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

Net assets without donor restrictions at June 30, 2020 and 2019 consist of the following:

	2020	2019
Current operations	\$ 137,760,870	\$ 147,145,855
Funds held for deferred compensation agreement	200,468	152,496
Amounts committed to the University to be disbursed	<u>5,772,625</u>	<u>5,671,875</u>
Total net assets without donor restrictions	<u>\$ 143,733,963</u>	<u>\$ 152,970,226</u>

Net assets with donor restrictions as of June 30 are available for the following purposes:

	2020	2019
Subject to the Foundation's spending policy and appropriation - Investments in perpetuity (including original gift amount of \$97,257,973 and \$89,739,031, as of June 30, 2020 and 2019, respectively), which, once appropriated, is expendable to support various activities	\$ 100,812,995	\$ 97,625,608
Subject to appropriation and expenditures when a specified event occurs:		
Funds available to assist the University's Department of Philosophy and Religious Studies in the scholarly study of religion, history, and culture	1,254,918	1,107,297
Funds available to assist the University in land acquisitions	569,609	554,332
Land received in kind	-	599,400
Other	<u>162,108</u>	<u>69,335</u>
Subtotal	1,986,635	2,330,364
Subject to the passage of time - Pledges receivable for the benefit of the University for scholarships and other programs or endowments	<u>9,457,175</u>	<u>10,621,924</u>
Net assets with donor restrictions	<u>\$ 112,256,805</u>	<u>\$ 110,577,896</u>

Financial support from YSUF was \$8,878,607 for the fiscal year ended June 30, 2020 and \$8,322,749 for the fiscal year ended June 30, 2019. Financial support from YSUF has been committed for fiscal year 2021 in the amount of \$9,987,574.

Complete financial statements for the Youngstown State University Foundation can be obtained from The Youngstown State University Foundation.

# YOUNGSTOWN STATE UNIVERSITY

## NOTES TO FINANCIAL STATEMENTS (CONT.) FOR THE YEARS ENDED JUNE 30, 2020 AND 2019

### Note 16 – COVID-19 Pandemic

On March 11, 2020, the World Health Organization declared the outbreak of a respiratory disease caused by a new coronavirus a pandemic, now known as COVID-19. In response to the COVID-19 pandemic, governments have taken preventative or protective actions, such as temporary closures of non-essential businesses and “shelter-at-home” guidelines for individuals. As a result, the global economy has been negatively affected, and the University’s operations were also impacted. Due to the “shelter-at-home” guidelines during April and May 2020, the University shifted to a remote online learning environment and sent students home. The University issued room and board adjustments, resulting in refunds to students. The University also had many events cancelled or temporarily postponed until the “shelter-at-home” guidelines were reduced or removed, which resulted in lost revenues for the University for the year ended June 30, 2020. In response, the University instituted measures to reduce personnel expenses, including temporary layoffs, permanent layoffs, furloughs, and pay reductions. In addition, operating expenses were reduced by closing some operations, suspending travel, and renegotiating vendor contracts.

To offset the financial impact to students and the losses incurred by the University due to the disruption caused by COVID-19, the University received grants and other relief primarily from the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The University’s allocation of Higher Education Emergency Relief Fund (HEERF) grants totaled \$10,376,462, of which 50% was required to be given directly to students. For the year ended June 30, 2020, the University recognized HEERF grant revenue totaling \$6,045,135, of which \$3,200,000 was provided as emergency grants to students and \$2,845,134 was used to reimburse the University for loss of tuition and fees revenue. In addition, in July 2020, the University received other emergency relief in the form of Coronavirus Relief Funds (CRF) through the Ohio Department of Higher Education (ODHE) in the amount of \$3,924,308. Expenses incurred through June 30, 2020 that are eligible for reimbursement in fiscal year 2021 totaled \$1,079,230. The severity of the continued impact due to COVID-19 on the University’s financial condition, results of operations or cash flows will depend on a number of factors, including, but not limited to, the duration and severity of the pandemic and the extent and severity of the impact on the University’s community, all of which are uncertain and cannot be predicted.

# YOUNGSTOWN STATE UNIVERSITY

## REQUIRED SUPPLEMENTARY INFORMATION

### Schedules of the University's Proportionate Share of the Net Pension Liability Plan Years Ended 2014 to 2019

Plan Year	University's proportion of the net pension liability (asset)	University's proportionate share of the net pension liability (asset)	University's covered payroll	University's proportionate share of the collective net pension liability as a percentage of the employer's covered payroll	Plan fiduciary net position as a percentage of the total pension liability
<b>State Teachers Retirement System (STRS Ohio)</b>					
2019	0.328794%	\$ 72,710,830	\$ 43,128,083	168.59%	77.40%
2018	0.325960%	\$ 71,671,389	\$ 41,735,926	171.73%	77.31%
2017	0.330156%	\$ 78,429,268	\$ 41,199,747	190.36%	75.30%
2016	0.348370%	\$116,609,806	\$ 41,521,217	280.84%	66.80%
2015	0.361214%	\$ 99,828,954	\$ 42,774,459	233.38%	72.10%
2014	0.384452%	\$ 93,512,061	\$ 44,313,510	211.02%	74.70%
<b>Ohio Public Employees Retirement System (OPERS)</b>					
2019	0.244668%	\$ 47,840,867	\$ 40,601,178	117.83%	82.44%
2018	0.258405%	\$ 70,477,168	\$ 41,119,217	171.40%	78.00%
2017	0.259492%	\$ 40,346,952	\$ 40,446,282	99.75%	79.00%
2016	0.259332%	\$ 58,744,558	\$ 39,595,195	148.36%	80.00%
2015	0.269315%	\$ 46,516,739	\$ 39,715,198	117.13%	80.00%
2014	0.284240%	\$ 34,173,082	\$ 40,769,505	83.82%	84.00%

The plan year ends on June 30 for STRS Ohio and December 31 for OPERS.



# YOUNGSTOWN STATE UNIVERSITY

## REQUIRED SUPPLEMENTARY INFORMATION (CONT.)

### Schedules of the University's Pension Contributions

Fiscal Year	Statutorily required contribution	Contributions in relation to the statutorily required contributions	Annual contribution deficiency	University's covered payroll	Contributions recognized by the pension plan in relation to the statutorily or contractually required employer contribution as a percent of the employer's covered payroll
<b>State Teachers Retirement System (STRS Ohio)</b>					
2020	\$5,318,458	\$5,318,458	\$ -	\$42,404,403	12.54%
2019	\$5,404,211	\$5,404,211	\$ -	\$43,128,053	12.53%
2018	\$5,195,369	\$5,195,369	\$ -	\$41,735,926	12.45%
2017	\$5,107,383	\$5,107,383	\$ -	\$41,199,747	12.40%
2016	\$5,153,427	\$5,153,427	\$ -	\$41,521,217	12.41%
2015	\$5,318,436	\$5,315,436	\$ -	\$42,774,459	12.43%
<b>Ohio Public Employees Retirement System (OPERS)</b>					
2020	\$5,171,188	\$5,171,188	\$ -	\$40,296,691	12.83%
2019	\$5,189,816	\$5,189,816	\$ -	\$40,481,204	12.82%
2018	\$5,104,871	\$5,104,871	\$ -	\$41,095,514	12.42%
2017	\$5,043,147	\$5,043,147	\$ -	\$39,901,665	12.64%
2016	\$4,994,138	\$4,994,138	\$ -	\$39,458,926	12.66%
2015	\$5,095,976	\$5,095,976	\$ -	\$40,264,007	12.66%

#### *Changes of benefit terms*

There were no changes in benefit terms affecting the STRS Ohio and OPERS plans.

#### *Changes of assumptions*

STRS Ohio – During the plan year ended June 30, 2017, there were changes to several assumptions for STRS Ohio. The cost-of-living adjustment dropped from 2.00% to 0.00%. The wage inflation dropped from 2.75% to 2.50%. The investment rate of return decreased from 7.75% to 7.45%. The mortality tables used changed from RP-2000 to RP-2014.

OPERS – During the plan year ended December 31, 2018, the discount rate was reduced from 7.5% to 7.2%. During the plan year ended December 31, 2016, there were changes to several assumptions for OPERS. The wage inflation dropped from 3.75% to 3.25%. The projected salary increase range changed from 4.25%-10.05% to 3.25%-10.75%. The mortality tables used changed from RP-2000 to RP-2014.

# YOUNGSTOWN STATE UNIVERSITY

## REQUIRED SUPPLEMENTARY INFORMATION (CONT.)

### Schedules of the University's Proportionate Share of the Net OPEB Liability (Asset) Plan Years Ended 2017 to 2019

Plan Year	University's proportion of the net OPEB liability (asset)	University's proportionate share of the net OPEB liability (asset)	University's covered payroll	University's proportionate share of the collective net OPEB liability as a percentage of the employer's covered payroll	Plan fiduciary net position as a percentage of the total OPEB liability
<b>State Teachers Retirement System (STRS Ohio)</b>					
2019	0.327941%	\$ (5,446,000)	\$ 43,128,083	-12.63%	174.70%
2018	0.325960%	\$ (5,237,852)	\$ 41,735,926	-12.55%	176.00%
2017	0.330156%	\$ 12,881,469	\$ 41,735,926	30.86%	47.10%
<b>Ohio Public Employees Retirement System (OPERS)</b>					
2019	0.242319%	\$ 33,470,549	\$ 40,601,178	82.44%	47.80%
2018	0.256109%	\$ 33,390,568	\$ 41,119,217	81.20%	65.40%
2017	0.255940%	\$ 27,793,199	\$ 40,446,282	68.72%	60.70%

The plan year ends on June 30 for STRS Ohio and December 31 for OPERS.

# YOUNGSTOWN STATE UNIVERSITY

## REQUIRED SUPPLEMENTARY INFORMATION (CONT.)

### Schedules of the University's OPEB Contributions

Fiscal Year	Statutorily required contribution	Contributions in relation to the statutorily required contributions	Annual contribution deficiency	University's covered payroll	Contributions recognized by the OPEB plan in relation to the statutorily or contractually required employer contribution as a percent of the employer's covered payroll
<b>State Teachers Retirement System (STRS Ohio)</b>					
2020	\$ -	\$ -	\$ -	\$ 42,404,403	0.00%
2019	\$ -	\$ -	\$ -	\$ 43,128,053	0.00%
2018	\$ -	\$ -	\$ -	\$ 41,735,926	0.00%
<b>Ohio Public Employees Retirement System (OPERS)</b>					
2020	\$ -	\$ -	\$ -	\$ 40,296,691	0.00%
2019	\$ -	\$ -	\$ -	\$ 40,481,204	0.00%
2018	\$ 190,221	\$ 190,221	\$ -	\$ 41,095,514	0.46%

#### *Changes of benefit terms*

There were no significant changes in benefit terms affecting the STRS Ohio and OPERS plans for the plan years ended June 30, 2019 and December 31, 2019, respectively.

#### *Changes of assumptions*

STRS Ohio - During the plan year ended June 30, 2018, there were changes to several assumptions for STRS Ohio. The health care cost trend rates decreased from 6.00% to 11.00% initial and 4.5% ultimate for plan year ended June 30, 2017, to (5.23%) to 9.62% initial and 4% ultimate for plan year ended June 30, 2018. The discount rate increased from a blended rate between the long-term expected rate of return and a 20-year municipal bond rate of 4.13 % to the investment rate of return of 7.45% based on the cash flow analysis.

OPERS - During the plan year ended December 31, 2019, there were changes to several assumptions for OPERS. The health care cost trend rates decreased from 10.0% initial and 3.25% ultimate to 10.5% initial and 3.5% ultimate. The discount rate was reduced from 3.96% to 3.16%.

# YOUNGSTOWN STATE UNIVERSITY

## OTHER INFORMATION

### Board of Trustees

Capri S. Cafaro	<i>Former Ohio State Senator Executive in Residence American University's School of Public Affairs</i>
Charles T. George	<i>Chief Executive Hapco, Inc., Strangepresse and Triptech</i>
Dr. Anita A. Hackstedde	<i>President and Chief Executive Officer Salem Regional Medical Center</i>
Dr. John R. Jakubek	<i>Anesthesiologist Bel-Park Anesthesia Associates, Inc. and St. Elizabeth Boardman Health Center</i>
Joseph J. Kerola	<i>President and CEO PI&amp;I Motor Express, Inc.</i>
Galatiani G. Lopuchovsky	<i>Student Trustee</i>
Michael A. Peterson	<i>Managing Partner President Global Investigations Cello HR; The Orsus Group</i>
James E. "Ted" Roberts	<i>Senior Counsel Roth, Blair, Roberts, Strasfeld &amp; Lodge</i>
Allen L. Ryan	<i>Director of Corporate Affairs Covelli Enterprises</i>
Molly S. Seals	<i>Retired, Vice President of Human Resources Program Delivery Mercy Health Youngstown</i>
Victoria M. Woods	<i>Student Trustee</i>

# YOUNGSTOWN STATE UNIVERSITY

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## OTHER INFORMATION (CONT.)

### Executive Officers

**James P. Tressel, M.A.**

*President*

**Brien Smith, Ph.D.**

*Provost and Vice President for Academic Affairs*

**Eddie J. Howard, Jr., Ed.D.**

*Vice President for Student Affairs*

**Holly A. Jacobs, J.D.**

*Vice President for Legal Affairs/Human Resources*

**Neal P. McNally, M.P.A.**

*Vice President for Finance & Business Operations*

**Mike Sherman, Ph.D.**

*Vice President for Institutional Effectiveness and Board Professional*



**YOUNGSTOWN  
STATE  
UNIVERSITY**

# State of Ohio Senate Bill 6 Financial Ratio Analysis - Youngstown State University, FY 2020

## Senate Bill 6 Ratios

Enacted in 1997, Senate Bill 6 provides a framework for state policymakers to annually evaluate the financial health of Ohio's public colleges and universities. S.B. 6 is codified in state law:

- \*Ohio Revised Code §3345.72
- \*Ohio Administrative Code §126:3-1-01.

S.B. 6 requires the Ohio Department of Higher Education to employ a scoring system using each state university's audited financial statements as the basis for three key performance ratios, calculated as follows:

**\*Net income ratio:** change in total net assets ÷ total revenues. = 20% of composite score

**\*Viability ratio:** expendable net assets ÷ plant debt. = 30% of composite score

**\*Primary reserve ratio:** expendable net assets ÷ total operating expenses + interest on debt. = 50% of composite score

YSU's FY 2020 ratios and scores are depicted in the table below:

### Senate Bill 6 Sliding Scale

Net Income Ratio:						Score	Weight	Weighted Score
0	1	2	3	4	5			
<-.049	-.05 to 0 (0.011)	0 to .009 0.000	.01 to .029	.03 to .049	=>.05	1	20%	0.20
<i>Calculation detail:</i> $-\$2,349,576 / \$204,440,314 = -0.011$								

Viability Ratio:						Score	Weight	Weighted Score
0	1	2	3	4	5			
<0	0 to .29	.30 to .59	.60 to .99 0.718	1.0 to 2.50	>2.50	3	30%	0.90
<i>Calculation detail:</i> $\$52,804,029 / \$73,514,690 = 0.718$								

Primary Reserve Ratio:						Score	Weight	Weighted Score
0	1	2	3	4	5			
<-.10	-.10 to .049	.05 to .099	.10 to .249	.25 to .49 0.255	=>.50	4	50%	2.00
<i>Calculation detail:</i> $\$52,804,029 / \$206,789,890 = 0.255$								

**YSU Composite Score = sum total of ratio scores above: 3.10**

What the ratios mean:

**\*Net income ratio:** compares expenses and revenues to determine if a campus is operating within its resources.

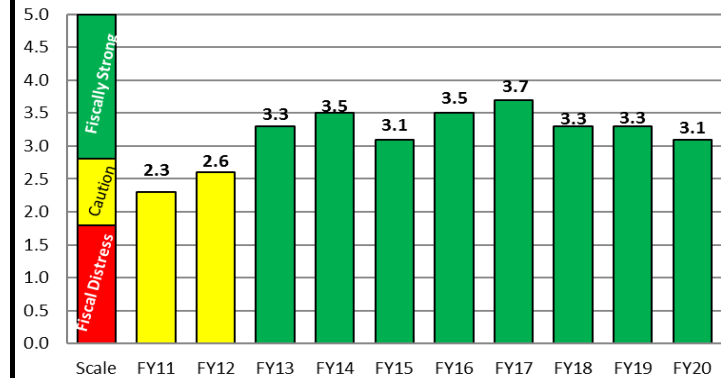
**\*Viability ratio:** measures a campus's ability to manage long-term debt obligations.

**\*Primary reserve ratio:** measures a campus's ability to use reserves in the absence of future revenue.

Key metric: **Composite Score**, the sum of weighted scores of the net income, viability and primary reserve ratios.

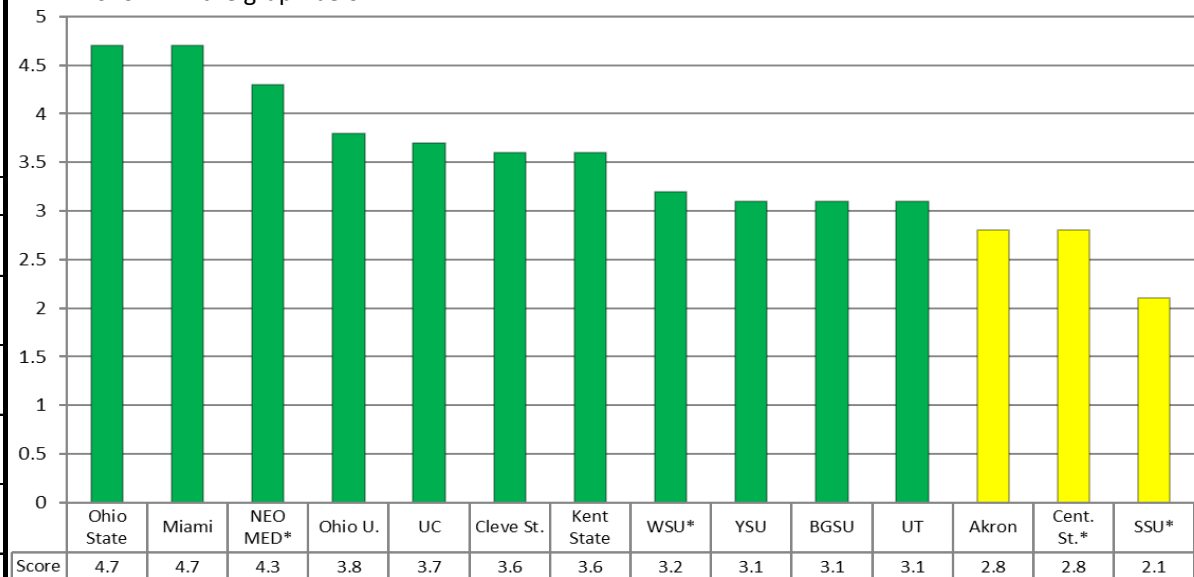
## Historical Data

YSU's S.B. 6 composite score has fluctuated over the last 10 years but has been stable and fiscally strong since FY13.



## Institutional Comparisons

The FY 2020 preliminary and unofficial S.B. 6 Composite Scores for Ohio's state universities are shown in the graph below:



\*NEOMED, Wright State, Central State and Shawnee State: FY 2020 scores were not available at the time this report was prepared; scores for these universities are from the prior year FY 2019.

## Internal Audit Report

**Date:** September 30, 2020

**To:** Mr. Gregory Boerio, Interim Executive Director, The Rich Center for Autism  
Katrena Davidson, Controller's Office

**From:** Kelli L. Miller

**RE:** The Rich Center for Autism Testing

**Audit #:** FY2021-01

### Background

The Rich Center for Autism (Rich Center) is an externally funded unit of Youngstown State University. The mission of the Rich Center is to improve the lives of individuals with autism through innovative education programs that allow them to reach their full potential and improve their quality of life. The Rich Center serves as a conduit between the University, the educators, and health and human service professionals. Children are enrolled in these programs regardless of the ability to pay. Referral, treatment, and support are provided at no cost to families.

Pursuant to the 2010 Agreement between the Rich Center and YSU (Agreement), the Rich Center's budget is subject to the approval of the YSU Board of Trustees. The Center remains fully funded by external sources and does not receive direct funding support from the University. The University does, however, provide approximately 15,500 square feet of rent-free space in Fedor Hall to house the Rich Center's classrooms, labs, and administrative offices.

### Engagement

Internal Audit reviewed the system of internal controls related to the University's administration and monitoring of its agreement with the Rich Center. The Audit focused on the framework of controls within the University to ensure the sustainability and continued effectiveness of the agreement.

An audit is designed to provide reasonable, but not absolute assurance regarding the effectiveness of internal controls. An audit involves sampling, rather than testing 100% of a population of transaction items. Internal Audit promotes continuous improvements and effective internal controls. However, management is responsible for the design, implementation, and operating effectiveness of internal controls.

### Objectives

The primary objective of this engagement is to evaluate the adequacy and effectiveness of the University's controls to ensure the effective administration of the agreement.





Specific objectives include assessing:

- The efficiency and effectiveness of operational procedures and processes
- Reliability and integrity of financial and operational information
- Compliance with the agreement and applicable University policies

### Scope

The scope of this engagement included a review of the University's processes related to the administration and monitoring of this agreement. The engagement focused on the period from July 1, 2019 to completion of fieldwork.

Specific procedures included:

- Review of the Rich Center agreement and identification of requirements
- Inquiries of University staff including process walkthroughs
- Test of related University transactions and supporting documentation
- Review of reports and documentation received by the University from the Rich Center; or submitted to the Rich Center by the University
- Review of related documented University policies and procedures

The scope of this audit did **NOT** include the Rich Center's educational operations, processes, records, or related documentation retained by the Rich Center.

### Conclusion

Overall, the audit indicated that the system of internal controls is operating effectively. However, Internal Audit observed several areas for improvement to strengthen the system of internal controls. Therefore, the audit opinion is *effective, opportunities for improvement*.

The observations and audit recommendations are presented in this report along with managements' responses. Management's response includes a planned implementation date for corrective action. Internal Audit will perform follow-up procedures subsequent to the indicated implementation date to verify that corrective actions have been taken.



Kelli L Miller, CPA  
Director of Internal Audit

### cc:

J. Tressel  
C. Howell  
N. McNally  
Audit Subcommittee  
Rich Center Advisory Board

## **Observations, Recommendations, and Responses**

### **1) Enhance monitoring and oversight of Rich Center Agreement**

#### ***Observation:***

The University and the Rich Center have a unique relationship. The Agreement defines the terms of the relationship. The Agreement affects multiple areas and organizational levels at the University from the Controller's Office to the Colleges to the President and Board of Trustees. Additionally, the Agreement establishes a relationship whereby the University relies on the Center's system of internal controls in performing services as a division of the University. Coordinated monitoring and oversight of the agreement are necessary to ensure efficient and effective administration of the relationship. However, the agreement has not been updated since 2010 and several provisions are out-of-date given change in circumstances. The University does not have a formal process in place for monitoring oversight of the agreement to address:

- Primary responsibility for the administration of the agreement
- Ensuring additional information needs are identified, communicated to the Rich Center, and evaluated for inclusion in the agreement in a timely manner

#### ***Recommendation:***

Review and update the agreement between the University and the Rich Center

Enhance ongoing monitoring and oversight of the agreement by developing procedures which:

- Assign primary responsibility for the administration of the agreement to one individual
- Require an evaluation of the adequacy of the agreement on an periodic basis
- Ensure additional information needs are identified, communicated to appropriate stakeholders, and evaluated for inclusion in the agreement

#### ***Management response:***

The Rich Center for Autism agrees with the observations and proposed recommendations regarding an updated agreement between Youngstown State University and The Rich Center as well as ongoing monitoring and oversight of the agreement. A stakeholder committee, comprised of both Rich Center staff and members of the Center's Advisory Board, will be established with the goal of reviewing the existing agreement, identifying needs, and proposing adjustments and updates relative to the Center's current and future operations in adherence to YSU policies and procedures. The Rich Center's Interim Executive Director will present the committee's recommendations to University leadership and work with those individuals to establish an updated agreement between the University and The Rich Center. Additionally, a process will be formalized whereby the agreement is monitored on a regular basis. The proposed steps for corrective action are considered top priority and will be updated during the 2020-2021 academic year for implementation at the start of the 2021-2022 academic year.

## 2) Enhance monitoring compliance with terms of the Agreement

### **Observation:**

The agreement includes the following provisions:

- Section I: The Rich Center Board shall consist of three members of the Rubino, Ricchiuti and Kosar Families; two employees of the University; one representative of the Foundation (non-voting); and up to ten at-large members
- Section 5: The University, on a monthly basis, will prepare a report of activity for the Rich Center account for the prior month end and if there is a deficit balance at the end of a month, a request for a transfer of funds with supporting documentation will be sent by the University to the Foundation for collection
- Section 8: The Rich Center staff, with the advice of the Rich Center Board, will work in close association with the University Development Office to establish long-term and annual philanthropy goals and to create mutually agreed upon plans of action to accomplish those goals
- Section 10: The Rich Center will perform annual background checks on all employees

However, Internal Audit noted the following:

- The composition of the Board is inconsistent with the terms of the agreement
- Deficit balances are currently collected on an annual basis rather than monthly
- The University's Development Office no longer exists, with virtually all University Fundraising activity now being conducted by the YSU Foundation accordingly, Rich Center staff, with the advice of the Rich Center Board, and in conjunction with the Friends of the Rich Center establish long-term and annual philanthropy goals, create plans of action to accomplish those goals, and carry-out fundraising activities for the benefit of the Rich Center
- The Rich Center follows ODJFS regulations background checks, including both BCI and FBI fingerprinting, are conducted based on a five-year renewal

### **Recommendation:**

Enhance monitoring compliance with the terms of the agreement by developing procedures which:

- Assign primary responsibility for monitoring compliance to one individual
- Require an evaluation of compliance with key provisions of the agreement on an annual basis
- Evaluate need for creation of reporting/communication method to advise key stakeholders of compliance matters

### **Management response:**

The Rich Center for Autism agrees with the observations and proposed recommendations regarding enhanced monitoring of compliance with the terms of the agreement. The newly established agreement between the University and the Center will establish the terms of the relationship. The stakeholder committee addressed in item one will establish procedures, which will assign responsibility for monitoring, institute an annual compliance review, and create a process for communication of relevant compliance matters. The proposed steps for corrective action will be completed during the 2020-2021 academic year for implementation at the start of the 2021-2022 academic year.

### **3) Enhance monitoring compliance with University policies and procedures**

#### ***Observation:***

The Rich Center is to be operated in accordance with all applicable YSU policies and procedures. Additionally, employees of the Rich Center are employees of the University and are subject to all applicable University employee rules, regulations, and policies. In certain circumstances, the Rich Center is required to have specific policies in place to address funding, regulatory, or accreditation requirements. Additionally, certain policies have been instituted to address specific operational needs. Internal audit noted the following:

- The Rich Center has instituted a series of policies and procedures which address a wide array of subject matter including, but not limited to, Employee Absences, Teacher Incentive Program (TIP), Child Abuse Reporting, Incident/Injury Reporting, Outside Consulting and/or Employment, Resignation, etc. which are not consistent with University policies and procedures
- The Rich Center regularly utilizes volunteers in the conduct of its operations. These volunteers have not been processed through the University Human Resources Department in accordance with the University processes

#### ***Recommendation:***

Enhance monitoring compliance with University policies and procedures by developing procedures which:

- Provide training for key employees on relevant University policies and procedures in order to ensure the Rich Center staff is aware of and understands applicable University policies
- Establish a process whereby all Rich Center specific policies and procedures are reviewed and approved by YSU Board or its designee in order to ensure consistency with University policies

#### ***Management response:***

The Rich Center for Autism agrees that the internal procedures identified above need to be aligned with current University policy. A committee comprised of Rich Center administration and staff members will review the current policies and procedures. They will identify areas of deficiency and propose new policies and procedures, which align with University policy. These policies will be presented for review and approval to the YSU Board of Trustees or designees. Presently, the Center's Interim Executive Director in conjunction with members of the University's Human Resources Department addressed the elimination of the Teacher Incentive Program (TIP). Additionally, revisions to the Center's child abuse procedure as it pertains to volunteers and student employees are in process. Staff training related to University and Rich Center specific policies and procedures will be provided, as needed. The proposed steps for corrective action will be completed during the 2020-2021 academic year for full implementation at the start of the 2021-2022 academic year.



#### 4) Align "Affiliated Organization Policy" with Friends of the Rich Center relationship

**Observation:**

The Friends of the Rich Center (Friends) was established to advocate; conduct and perform fundraising efforts; and receive, manage, administer and distribute funds to The Rich Center (a unit of the University). The Friends is an affiliated organization by definition in University Policy 3356-5-03 Affiliated Organizations. This policy indicates:

- Affiliates shall provide for at least one University representative on its governing board
- Each affiliate's relationship with the university will be formalized in a memorandum of agreement

Internal Audit noted:

- The Friends does not have a University representative on its governing board.
- No memorandum of agreement has been executed between the University and the Friends.

The Friends is an independent organization. Thus, the University cannot ensure compliance with this policy.

**Recommendation:**

Engage in discussions with the Friends of the Rich Center Board of Directors to educate and inform as to the inherent relationship that exists between the University, the Rich Center, and the Friends.

Additionally, participate in and advocate for the execution of a memorandum of agreement to serve as the guidance for the relationship between the University, the Rich Center, and the Friends. The executed agreement should be consistent with University Policy 3356-5-03 Affiliated Organizations and should address:

- Activities of the affiliate
- Board representation
- Use of sound fiscal and accounting procedures
- Ethical and conflict of interest standards
- Term of relationship

Finally, review University Policy 3356-5-03 Affiliated Organizations and ensure it aligns with the relationship between the Friends and the University.

**Management Response:**

The Rich Center for Autism agrees with the observations and proposed recommendations regarding the Friends of The Rich Center Board as an affiliated organization with Youngstown State University and The Rich Center for Autism. The Rich Center for Autism's Executive Director and Associate Director of Development will advocate for a memorandum of agreement between the Friends and the University aligned to University Policy 3356-5-03 Affiliated Organizations. The Rich Center for Autism's Associate Director of Development will serve as the liaison between The Friends of The Rich Center Board, The Rich Center for Autism's Executive Director, and representatives of Youngstown State University during the memorandum's development. Due to the Friends structure as an independent organization, the proposed steps for corrective action will begin during the 2020-21 academic year with a goal for completion by the conclusion of the 2021-2022 academic year.

## **5) Monitor Fiscal Practices and External Reporting of the Friends of the Rich Center**

### ***Observation:***

The Friends received a Determination Letter from the Internal Revenue Service with an effective date of October 18, 2017. An initial Return of Organization Exempt From Income Tax (IRS Form 990) was filed for the year ended June 30, 2019. This 990 indicates that the organization is a Type III Supporting Organization to the Rich center for Autism. However, the Rich Center is not a separate legal entity. Additionally, the Friends of the Rich Center for Autism is a relatively new organization, which is being run primarily by a group of volunteers. As a result, the policies, procedures, and internal controls are relatively informal. Additionally, these processes have changed dramatically because of leadership changes at the Rich Center.

The Friends is an independent organization. Thus, the University cannot ensure compliance with this policy.

### ***Recommendation:***

Appropriate policies and procedures should be developed and key employees and volunteers should be trained on these matters in order to best utilize University resources and to minimize risks. Consideration should be given to:

- Cash receipts processing and approval
- Cash disbursement processing and approval
- Reconciliation processes
- Record-keeping requirements and adequacy of supporting documentation
- Annual tax reporting requirements
- Adequacy of insurance
- Grant funding matters

### ***Management Response:***

The Rich Center for Autism agrees with the observations and proposed recommendations regarding the Friends of The Rich Center Board. The development of appropriate policies and procedures will be done concurrently with the corrective measures outlined in Item Four, to be implemented upon completion of the memorandum of agreement between the University and the Friends. The proposed steps for corrective action will begin during the 2020-21 academic year with a goal for completion and implementation by the conclusion of the 2021-2022 academic year.

# AUDIT RECOMMENDATIONS STATUS - FY2021 Q2

Audit Recommendation Number / Name Audit Date Issued Risk Category Risk Level Division Original Deadline <i>Revised Deadline</i> Current Status	Summary of Recommendation	Summary of Response	Current Status Comment	Prior Status Comment
<b>2015-03-02 Tracking Faculty Workload</b>  PT Academic Processes Feb. 2015  Academic Affairs Low  Academic Affairs 12/31/2016 <i>7/31/2020</i> PENDING CLOSE	We recommend that further research be done to determine if the Banner System has the capability to calculate and track teaching hours, non-teaching time, and total faculty workload, and if the system does, then the use of the system should be implemented.	Banner has the ability to monitor faculty workload, and there is faculty workload non-teaching capability. A more detailed analysis of Banner system capabilities should be completed. The academic division is currently working with the Registrar's office to implement a scheduling and registration system; this system will make much of the data available at an earlier time and improve tracking and reporting processes.	Pending Faculty Workload Audit Scheduled FY 2021.	Pending Faculty Workload Audit Scheduled FY 2021.
<b>2018-02-01 Conflict of interest in research</b>  Research Compliance Audit 2/11/19 research High  Academic Affairs 7/31/2020 PENDING CLOSE	Develop and communicate procedures to ensure potential conflicts are timely and completely identified, disclosed, documented and reviewed in accordance with University Policy 3356-10-17 Objectivity in Research – Avoidance of Conflicts of Interest.	Management recognizes conflict of interest (COI), whether real or apparent, represents one of the greatest potential liabilities to the University. It is proposed that all Principal Investigators must have a COI declaration on file with the Research Office before being allowed to seek external support for scholarly activity or research.	Pending Follow-up Review Procedures Scheduled Fall 2020.	ERA system has been designed to capture COI issues in electronic routing process. COI form mgmt documentation implemented in April. Existing entered into system but not transitioned to new documentation formats.
<b>2018-02-04 Risk assessment and monitoring federal grant subrecipients</b>  Research Compliance Audit 2/11/19 research Moderate  Academic Affairs 3/31/2020 <i>12/31/2020</i> ON SCHEDULE	Develop and implement procedures for subrecipient risk assessment and monitoring.	ORS and Grants Accounting are currently finalizing a formal sub-recipient risk assessment process based partially on the federal demonstration partnership best practices documentation. Of greater concern is the likelihood of sub-recipients failing to meet the terms and conditions of the sub award in a consistent and timely manner. Therefore, much of the focus of this issue will be on development of clear assessment protocols.	Final resolution has been delayed due to staffing shortages and COVID-19. Completion timeline contingent on staffing and remote work considerations. Temporary measures are in place to strengthen oversight until implementation completed.	Final resolution has been delayed due to staffing shortages and COVID-19. Completion timeline contingent on staffing and remote work considerations. Temporary measures are in place to strengthen oversight until implementation completed.

Audit Recommendation Number / Name Audit Date Issued Risk Category Risk Level Division Original Deadline <i>Revised Deadline</i> Current Status	Summary of Recommendation	Summary of Response	Current Status Comment	Prior Status Comment
<b>2018-02-05</b> <b>Principal investigator communication and training</b> Research Compliance Audit 2/11/19 research Moderate  Academic Affairs 1/31/2020 <i>7/31/2021</i> ON SCHEDULE	Develop formal, ongoing periodic training for PI's and potential PI's that is aligned with funding agency guidelines. Ensure required trainings are monitored for completion.	Management believes that the audit items can be substantially addressed as a result of the hiring a new Director of Research, Compliance and Initiatives (Dr. Van slambrouck) and the implementation of an ERA system. Pertinent tasks planned include: 1) Develop training materials on the use of the ERA software and establish procedures for proposal development and submission, consistent with relevant requirements. 2) Develop training videos which meet the scheduling needs of faculty, staff and students. 3) Develop a recordkeeping process within the ERA software for monitoring training.		ERA system training has been the focus. This has been conducted in conjunction with roll-out of new system in module format. This is an ongoing task that will extend well into FY 21 and future years.
<b>2018-02-06</b> <b>Preparation of budgets for Banner entry</b> Research Compliance Audit 2/11/19 research Moderate  Academic Affairs 8/31/2020 PENDING CLOSE	Coordinate procedures with Grants Accounting to ensure budgets accurately reflect the sponsor-approved budget in alignment with the university's accounting system	ORS and Grants Accounting will meet jointly monthly. Uniform budgeting processes will be developed and approved. Efficient mechanisms will be put in place to 'flag' inconsistencies during the proposal phase and remedial measures will be standardized.	Pending Follow-up Review Procedures Scheduled Fall 2020.	Budgets are current being monitored via new ERA system interface with Banner for new and existing grants.
<b>2018-02-08</b> <b>Monitoring nonfinancial programmatic reporting</b> Research Compliance Audit 2/11/19 research Low  Academic Affairs 8/31/2019 <i>7/31/2020</i> PENDING CLOSE	Develop a process to track and monitor programmatic reporting to comply with Office of Research procedures ensuring timely submission of reports.	Appropriately configured ERA system will allow convenient tracking of reporting requirements and responses. Prior to such acquisition, ORS will follow-up on the reporting notifications the PI and ORS review from federal funding agencies.	Pending Follow-up Review Procedures Scheduled Fall 2020.	ERA System is in place. New grants and existing grants are being entered, tracked and monitored in this system.
<b>2018-02-10</b> <b>Pre-approval of travel expenses charged to grants</b> Research Compliance Audit 2/11/19 Financial Low  Finance and Business Operations 1/1/2020 <i>12/31/2020</i> ON SCHEDULE	Include Grants Accounting in the Concur automated approval workflow routing for expenses charged to grant funds.	Grants Accounting understands the desire to automate workflow approvals in Concur rather than relying on manual routing. We are exploring the use of automated workflows for travel reimbursements in Concur.	Procurement position vacancies and COVID implications continue to delay progress. Target dates contingent on staffing and remote work.	Procurement position vacancies and COVID implications continue to delay progress. Target dates contingent on staffing and remote work.



Audit Recommendation Number / Name Audit Date Issued Risk Category Risk Level Division Original Deadline <i>Revised Deadline</i> Current Status	Summary of Recommendation	Summary of Response	Current Status Comment	Prior Status Comment
<b>2018-02-11</b> <b>Electronic research administration system</b>  Research Compliance Audit 2/11/19 research Low   7/31/2020 PENDING CLOSE	Develop a formal implementation plan for the ERA system software to enable appropriate oversight and management of the project.	A viable ERA system was identified and purchased. However, the vendor went out of business, rendering the selected platform impractical. The Office of Research has begun the process of evaluating alternative systems and a potential ERA system has been identified. The procurement of the system is expected in 1st quarter 2020 and implementation will follow.	Pending Follow-up Review Procedures Scheduled Fall 2020.	System is in place. New and existing grants are being entered, tracked and monitored in this system. Still some implementation issues to be addressed but progressing.
<b>2020-01-01</b> <b>Policies and Procedures</b>  Student Organizations Audit 02/17/20 Financial Low  Student Experience 8/31/2020 <i>2/28/2021</i> ON SCHEDULE - REVISED	Update policies to address financial management requirements including tax status, accounting concepts, record keeping, contract requirements, funding mechanisms and procedures, disbursement controls, agency account and off-campus cash accounts.	Policies will be developed in this area.	COVID implications have delayed progress. Revised target dates contingent on COVID related priorities, staffing and remote work.	
<b>2020-01-02</b> <b>Training Oversight</b>  Student Organizations Audit 02/17/20 Academic Affairs Low  Student Experience 8/31/2020 <i>2/28/2021</i> ON SCHEDULE - REVISED	Improve student organization training and oversight of training compliance.	Will review and update training delivery methods and subject matter as well as monitoring compliance with training requirements.	COVID implications have delayed progress. Revised target dates contingent on COVID related priorities, staffing and remote work.	
<b>2020-01-03</b> <b>Activity Management</b>  Student Organizations Audit 02/17/20 Academic Affairs Low  Student Experience 8/31/2020 <i>2/28/2021</i> ON SCHEDULE - REVISED	Review and update policies, clarify roles and responsibilities and reinforce training related to use of campus space.	Will review and update policies regarding use of space and provide updates to students, advisors and reservationists.	COVID implications have delayed progress. Revised target dates contingent on COVID related priorities, staffing and remote work.	

Audit Recommendation Number / Name Audit Date Issued Risk Category Risk Level Division Original Deadline <i>Revised Deadline</i> Current Status	Summary of Recommendation	Summary of Response	Current Status Comment	Prior Status Comment
<b>2020-01-04 Travel Management</b>  Student Organizations Audit 02/17/20  Academic Affairs Low  Student Experience 8/31/2020 <i>2/28/2021</i> ON SCHEDULE - REVISED	Clarify roles and responsibilities, reinforce training and modify record retention with regard to student organization travel.	Will clarify roles, enhance training and retain student travel records for three years.	COVID implications have delayed progress. Revised target dates contingent on COVID related priorities, staffing and remote work.	
<b>2020-01-05 Cash Account Signers and Cash Handling</b>  Student Organizations Audit 02/17/20  Financial Low  Student Experience 8/31/2020 <i>2/28/2021</i> ON SCHEDULE - REVISED	Clarify roles and responsibilities and monitor compliance with policies related to cash account signers.	Working to bring all organizations into compliance. Will communicate with advisors regarding this policy. Also additional training and policy development in this area. Will develop component of annual registration to document compliance with account signatory policies.	COVID implications have delayed progress. Revised target dates contingent on COVID related priorities, staffing and remote work.	
<b>2021-01-01 Monitoring and oversight of Rich Center Agreement</b>  Rich Center 9/30/20  Financial Moderate  Academic Affairs 7/31/2021 NEW	Review and update agreement between YSU and Rich Center and enhance ongoing monitoring and oversight.	Committee will be established to review and update existing agreement. Revisions to be presented to YSU leadership. A process will be established to monitor on a consistent basis.		
<b>2021-01-02 Monitoring Compliance with Agreement</b>  Rich Center 9/30/20  Financial Moderate  Academic Affairs 7/31/2021 NEW	Develop procedures to ensure compliance with terms of agreement including assignment of responsibility, evaluation and compliance communication.	Working to establish procedures, assign monitoring responsibility, institute annual compliance review and create process for communication of compliance matters.		

Audit Recommendation Number / Name Audit Date Issued Risk Category Risk Level Division Original Deadline <i>Revised Deadline</i> Current Status	Summary of Recommendation	Summary of Response	Current Status Comment	Prior Status Comment
<b>2021-01-03</b> <b>Monitoring Compliance with YSU Policies</b>  Rich Center 9/30/20  human resources Moderate  Academic Affairs 7/31/2021 NEW	Enhance compliance with YSU policies via training processes and review and approval of Rich Center specific policies and procedures.	Rich Center Autism (RCA) administration will review current policies and procedures, identify deficiencies and seek YSU BOT approval for Rich Center specific policies and procedures.		
<b>2021-01-04</b> <b>Affiliated Organization Policy - Friends of Rich Center</b>  Rich Center 9/30/20  N/A  University Relations 6/30/2022 NEW	Educate and inform as to relationship between University, Rich Center and Friends. Execute a Memorandum of Agreement (MOA) to guide relationship between these parties. Ensure alignment with Affiliated Organization Policies.	RCA Administration will advocate for MOA between Friends and YSU which aligns with Affiliated Organization Policy.		
<b>2021-01-05</b> <b>Fiscal Practices and External Reporting of Friends of Rich Center</b>  Rich Center 9/30/20  N/A  University Relations 6/30/2022 NEW	Develop policies and procedures and train staff in order to enhance fiscal practices and external reporting of Rich Center.	Procedures will be developed to address fiscal and reporting matters.		

Youngstown State University  
 Office of Internal Audit  
 Audit Plan Quarterly Update  
 Fiscal Year 2021  
 July 1, 2020 - June 30, 2021

	July 2020 - June 2021				Oct - Dec <i>Budget</i>	Comment
	July - Sep	FY21 to date as of September 30				
	Quarter 1	Total	<i>Budget</i>	Difference		
<b>Audit and Assurance:</b>						
Audit Engagements:						
Rich Center for Autism	175	175	160	15	40	
Donor Resrticted Funds	0	0	12	-12	170	
Banner User Access	0	0	0	0	0	
Faculty Workload	0	0	0	0	52	
Continuous Auditing/Analytics	133	133	120	13	180	
Open Audit Recommendation Follow-up	10	10	35	-25	35	
Hotline Monitoring	<u>25</u>	<u>25</u>	<u>15</u>	<u>10</u>	<u>15</u>	
	<b>343</b>	<b>343</b>	<b>342</b>	1	492	
<b>Advisory</b>	<b>40</b>	<b>40</b>	<b>90</b>	-50	<b>90</b>	Cares, Grants Mgmt, Student Org Training
<b>Administrative &amp; Planning:</b>						
Administrative	40	40	60	-20	60	
Audit Risk Assessment, Annual Planning, Audit Subcommittee Prep and Meetings	20	20	20	0	20	
ERM Assistance	15	15	20	-5	20	
Professional Development & Training	4	4	10	-6	10	
Holiday, Vacation/Sick	<u>87</u>	<u>87</u>	<u>24</u>	<u>63</u>	<u>24</u>	
	<b>166</b>	<b>166</b>	<b>134</b>	<b>32</b>	<b>134</b>	
<b>Total Hours</b>	<b>549</b>	<b>549</b>	<b>566</b>	<b>-17</b>	<b>716</b>	

**YSU Anonymous Reporting Hotline**  
**Aggregated Statistics**  
**Fiscal Year 2021 Quarter 2**  
**As of 10/22/2020**

Hotline Activity	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Fiscal Year To Date Total
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<b>Reports received</b>	2	7			9
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<b>Closed</b>					
Unsubstantiated/insufficient information	-				-
Process enhancements noted	-				-
Investigation	2	2			4
Referred	-	4			4
<b>Total Closed</b>	2	6			8

<b>Under review at quarter end</b>	0	1			
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Reporting Method	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Fiscal Year To Date Total
Ethicspoint Phone	-	-			0
Ethicspoint Website	2	9			11
<b>Total:</b>	2	9			11

Reporter Anonymity	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Fiscal Year To Date Total
Anonymous	2	9			11
Not anonymous	-				-
<b>Total:</b>	2	9			11

# **FINANCE & FACILITIES**

## **AGENDA**



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
FINANCE AND FACILITIES COMMITTEE**

**Michael A. Peterson, Chair  
Capri S. Cafaro, Vice Chair  
All Trustees are Members**

**Wednesday, December 2, 2020  
2:30 p.m. or immediately following  
previous meeting**

**Chestnut Room  
Kilcawley Center**

**AGENDA**

- A. Disposition of Minutes for Meeting Held September 2, 2020**
- B. Old Business**
- C. Committee Items**

**1. Finance and Facilities Action Items**

- C.1.a. = Tab 1 a. Resolution to Modify the University's Operating Budget for FY 2021**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.1.b. = Tab 2 b. Resolution to Approve Changes to Student Fees**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.1.c. = Tab 3 c. Resolution to Approve the 2020 Affordability and Efficiency Report**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.1.d. = Tab 4 d. Resolution to Approve Interfund Transfers**  
Katrena Davidson, Controller, will report.
- C.1.e. = Tab 5 e. Resolution to Modify Unmanned Aircraft (Drones and Model Aircraft) Policy, 3356-4-44**  
Julie Gentile, Director of Environmental and Occupational Health and Safety, will report.
- f. \*Consent Items - Neal McNally, Vice President for Finance and Business Operations, will report.**
- C.1.f.1. = Tab 6 1. Resolution to Modify Fifteen-year Plan for Energy Efficiency and Conservation Projects Policy, 3356-1-12**

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

- C.1.f.2. = Tab 7      2. **Resolution to Modify Development and Assessment of Student Tuition and Fees Policy, 3356-3-02**
- C.1.f.3. = Tab 8      3. **Resolution to Modify Chargebacks Policy, 3356-3-12**
- C.1.f.4. = Tab 9      4. **Resolution to Modify University Health and Safety Policy, 3356-4-10**

**2. Finance and Facilities Discussion Items**

- C.2.a. = Tab 10    a. **Rich Center Budget Update FY 2021**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.2.b. = Tab 11    b. **Quarterly Update on the FY 2021 Operating Budget**  
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.2.c. = Tab 12    c. **Planning and Construction Projects Update**  
John Hyden, Associate Vice President, University Facilities, and Rich White, Director of Planning and Construction, will report.
- C.2.d. = Tab 13    d. **Report on Facilities Maintenance Projects**  
Rich White, Director of Planning and Construction, will report.
- e. **Report of Audit Subcommittee**  
A verbal report of the Audit Subcommittee will be presented. Michael A. Peterson will report.
- f. **Report of Investment Subcommittee**  
A verbal report of the Investment Subcommittee will be presented. Capri S. Cafaro 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.





**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO MODIFY  
THE ANNUAL OPERATING BUDGET FOR FY 2021**

**WHEREAS**, the fiscal year 2021 annual operating budget was prepared by management and approved by the Board of Trustees in June 2020, in accordance with University policy 3356-3-11; and

**WHEREAS**, the FY 2021 operating budget has been modified to reflect an updated revenue forecast based on changes in student enrollment and state funding levels; and

**WHEREAS**, said revenue modifications total more than five percent, relative to the original budget, thereby necessitating a budget modification pursuant to section E(2) of university policy 3356-3-11; and

**WHEREAS**, the proposed FY 2021 budget modification has been reviewed by the Finance and Facilities Committee of the Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Annual Operating Budget for Youngstown State University's general and auxiliary funds for Fiscal Year 2021, as modified and shown on Exhibit \_\_\_\_, and as presented to the Finance and Facilities Committee of the Board of Trustees, is hereby approved for the fiscal year ending on June 30, 2020.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

# Fiscal Year 2021 Operating Budget (Modified)

As adopted by the Board of Trustees on June 4, 2020, and with modifications adopted by the Board of Trustees on December 3, 2020





*Executive Summary*

This budget modification was prepared in accordance with University policy 3356-3-11 that requires the Board of Trustees to adopt a modified operating budget when there is a 5% or greater variance between originally-budgeted revenue vs. a revised revenue forecast. Relative to the original FY 2021 budget adopted by the Board of Trustees in June 2020, the modified budget contained herein includes the following adjustments:

1. A \$13.6 million or 9.8% increase in budgeted general fund revenues, due to:
  - a. A 7.6% increase in projected tuition and fee revenue resulting from actual fall FTE enrollments having declined by 4.4%, as opposed to the 15% decline upon which the original FY 2021 budget was based.
  - b. A 17% increase in State Share of Instruction (SSI) appropriations resulting from a 3.4% reduction in SSI funding, relative to the prior fiscal year, as opposed to a 20% SSI reduction originally budgeted.
2. An increase in personnel expense budgets resulting from:
  - a. The cessation of temporary furloughs for ACE and APAS union staff and for excluded hourly staff, effective on the first pay period of December 2020;
  - b. The cessation of temporary tiered salary reductions for management staff, effective on the first pay period of December 2020.
3. An increase in general fund operating expense budgets resulting from:
  - a. Instructional activity associated with accelerated online courses;
  - b. A revised scholarship spending forecast (based on fall semester awards);
  - c. A reduced general deficit that will be managed through controlled spending and by the reallocation of eligible COVID-related expenses to the federal CARES Act grant fund(s).
4. An increase in transfers from the general fund:
  - a. To support instructional activity in the academic colleges;
  - b. To defray COVID-related revenue losses for certain University auxiliaries.
5. Modifications to the budgets for the Andrews Rec. & Wellness Center, Kilcawley Center, Intercollegiate Athletics and the Rich Center for Autism.

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## General Fund Revenue Detail, FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
<b>STUDENT TUITION &amp; FEES</b>				
Instructional Fee	\$69,147,250	\$71,968,308	4.1%	\$2,821,058
General Fee	15,312,013	18,166,737	18.6%	2,854,724
Info. Services Tech. Fee	572,900	802,003	40.0%	229,103
Accelerated Online Tuition	0	1,808,668		1,808,668
<b>Subtotal - Tuition &amp; Fees</b>	<b>\$85,032,163</b>	<b>\$92,745,716</b>	<b>9.1%</b>	<b>\$7,713,553</b>
<b>OTHER STUDENT FEES</b>				
Non-resident Tuition Surcharge	\$4,433,465	\$4,582,621	3.4%	\$149,156
Academic Fees	7,158,700	7,322,891	2.3%	164,191
Career Services Fee	175,000	159,638	-8.8%	(15,362)
Non-credit Instructional Fees	24,300	21,750	-10.5%	(2,550)
Miscellaneous Fees	173,800	156,335	-10.0%	(17,465)
Application Fees	223,000	253,349	13.6%	30,349
College Credit Plus/Jump Start	1,112,000	1,076,881	-3.2%	(35,119)
<b>Subtotal - Other Tuition &amp; Fees</b>	<b>\$13,300,265</b>	<b>\$13,573,465</b>	<b>2.1%</b>	<b>\$273,200</b>
<b>STUDENT CHARGES</b>				
Fines & Penalty Assessments	\$629,250	\$243,750	-61.3%	(\$385,500)
Service Charges	532,000	537,935	1.1%	5,935
<b>Subtotal - Student Charges</b>	<b>\$1,161,250</b>	<b>\$781,685</b>	<b>-32.7%</b>	<b>(\$379,565)</b>
<b>Total - Tuition, Fees &amp; Other Chrgs.</b>	<b>\$99,493,678</b>	<b>\$107,100,866</b>	<b>7.6%</b>	<b>\$7,607,188</b>
<b>STATE SHARE OF INSTRUCTION</b>				
<b>Subtotal - State Appropriations</b>	<b>\$34,743,409</b>	<b>\$40,643,835</b>	<b>17.0%</b>	<b>\$5,900,426</b>
<b>OTHER SOURCES</b>				
Investment Income for Operations	\$2,000,000	\$2,000,000	0.0%	\$0
Administrative Charge - Auxiliaries	1,266,413	1,266,413	0.0%	0
Alumni Relations	16,000	10,000	-37.5%	(6,000)
Sales & Services of Educational Activities	5,400	850	-84.3%	(4,550)
Private Gifts, Unrestricted	100,000	90,000	-10.0%	(10,000)
Facility Rental, Athletics and University	482,000	470,666	-2.4%	(11,334)
Indirect Cost Recoveries	570,000	615,000	7.9%	45,000
Other-Miscellaneous	323,100	402,370	24.5%	79,270
<b>Subtotal - Other Sources</b>	<b>\$4,762,913</b>	<b>\$4,855,299</b>	<b>1.9%</b>	<b>\$92,386</b>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$139,000,000</b>	<b>\$152,600,000</b>	<b>9.8%</b>	<b>\$13,600,000</b>

## General Fund Expenses & Transfers, FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
<b>Personnel</b>				
Full-service faculty	\$29,920,438	\$29,098,299	-2.7%	(\$822,139)
Part-time faculty	6,393,935	6,393,935	0.0%	0
Dept. Chairperson Stipends	522,778	396,140	-24.2%	(126,638)
Faculty vacancy reserve <sup>^</sup>	N/A	N/A		
Subtotal - Faculty	\$36,837,151	\$35,888,374	-2.6%	(\$948,777)
Staff	\$28,782,981	\$28,103,252	-2.4%	(\$679,729)
Furloughs for union staff*	(2,183,416)	(676,584)	N/A	1,506,832
Tiered salary reductions for excluded staff*	(675,486)	(281,453)	N/A	394,033
Reductions in Force*	(2,509,655)	Reflected above and in auxiliary budgets		
Subtotal - Net Staff	\$23,414,424	\$27,145,215	15.9%	\$3,730,791
Temporary Staff and Student Wages	4,446,622	4,469,122	0.5%	22,500
Fringe Benefits	25,361,896	25,046,609	-1.2%	(315,287)
Total Personnel	\$90,060,093	\$92,549,320	2.8%	\$2,489,227
<b>Operating Expenses</b>				
Supplies	\$1,572,411	\$1,572,411	0.0%	\$0
Business-Related Expenses and Travel	1,155,161	1,155,161	0.0%	0
Dues and Memberships	280,670	280,670	0.0%	0
Public Relations & Communications	922,924	922,924	0.0%	0
Repairs and Maintenance	2,877,096	2,877,096	0.0%	0
Rental of Facilities	148,994	148,994	0.0%	0
Utilities	3,308,269	3,308,269	0.0%	0
Library Acquisitions	1,092,445	1,092,445	0.0%	0
Equipment	342,941	342,941	0.0%	0
Contracted Fees & Services	3,598,721	3,973,721	10.4%	375,000
Chargebacks Campus Security	(39,089)	(39,089)	0.0%	0
Revenue Sharing	489,042	489,042	0.0%	0
Miscellaneous	488,120	488,120	0.0%	0
Bad Debt	400,000	400,000	0.0%	0
Rentals Non Facilities	262,043	262,043	0.0%	0
Scholarships & Awards	12,723,369	13,763,005	8.2%	1,039,636
Managed Spending & CARES Fund Reallocations	(10,726,893)	(3,938,763)	-63.3%	6,788,130
Plan for Strategic Actions <sup>^</sup>	1,550,000	2,122,313	36.9%	572,313
Match Funds & Reserve Accounts	2,199,725	2,199,725	0.0%	0
	\$22,645,949	\$31,421,028	38.7%	\$8,775,079
<b>Transfers</b>				
Transfers to Academic Colleges for operations	\$4,753,776	\$5,953,776	25.2%	\$1,200,000
Transfers to Auxiliaries for operations**	15,621,570	16,757,263	7.3%	\$1,135,693
Transfers to other funds	5,918,613	5,918,613	0.0%	0
	\$26,293,959	\$28,629,652	8.9%	\$2,335,693
Total General Fund	\$139,000,000	\$152,600,000	9.8%	\$13,600,000

<sup>^</sup> Faculty vacancy reserve funding has been combined with funds set aside for the Plan for Strategic Actions.

\*Includes savings from both wages and fringe benefits. The original FY 2021 budget consolidated all estimated savings into the general fund; actual savings are allocated to various funds, in addition to the general fund.

\*\*See pages 3 - 5 for additional detail for the auxiliary budget modifications. An increase in transfers to certain auxiliaries is necessary to defray COVID-related revenue losses in those budgets.

**ANDREWS RECREATION & WELLNESS CENTER - FY 2021 Budget**

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
<b>REVENUES</b>				
Faculty & Staff Memberships	\$24,000	\$18,000	-25.0%	(\$6,000)
Guest Passes/Locker Rentals	6,000	1,000	-83.3%	(5,000)
Program Fees	20,000	5,000	-75.0%	(15,000)
Sponsorship income	5,000	10,000	100.0%	5,000
<b>Total Revenues</b>	<b>\$55,000</b>	<b>\$34,000</b>	<b>-38.2%</b>	<b>(\$21,000)</b>
<b>OTHER RESOURCES</b>				
General Fund Allocation	\$1,182,249	\$1,203,249	1.8%	\$21,000
<b>TOTAL RESOURCES</b>	<b>\$1,237,249</b>	<b>\$1,237,249</b>	<b>0.0%</b>	<b>\$0</b>
<b>EXPENSES</b>				
Permanent Staff	\$380,095	\$364,642	-4.1%	(\$15,453)
Furloughs for union staff*	(33,396)	(14,494)	-56.6%	\$18,902
Tiered salary reductions for excluded staff*	(2,262)	(942)	-58.3%	\$1,319
Reductions in Force & staff retirements	0	Reflected above		
Temporary Staff	371,373	205,758	-44.6%	(\$165,615)
Fringe Benefits	168,919	154,766	-8.4%	(\$14,153)
Administrative Charge	77,600	77,600	0.0%	\$0
Operating	213,980	379,201	77.2%	\$165,221
Inst. Work Study Transfer	20,000	20,000	0.0%	\$0
Transfer for Capital Improvements	5,282	35,282	568.0%	\$30,000
<b>Total Expenses</b>	<b>\$1,237,249</b>	<b>\$1,237,249</b>	<b>0.00%</b>	<b>\$0</b>
*Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				

**INTERCOLLEGIATE ATHLETICS - FY 2021 Budget**

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
<b>REVENUE RECORDED IN THE GENERAL FUND*</b>				
Tuition & Fees from Student Athletes	\$8,658,658	\$8,658,658	0.0%	\$0
State Share of Instruction Funding	948,705	948,705	0.0%	0
<b>Total Athletic Revenue in Gen. Fund*</b>	<b>\$9,607,362</b>	<b>\$9,607,362</b>	<b>0.0%</b>	<b>\$0</b>
<b>REVENUE</b>				
Football Tickets	\$375,000	\$42,500	-88.7%	(\$332,500)
Basketball Tickets	162,500	42,500	-73.8%	(120,000)
Guarantees	500,000	0	-100.0%	(500,000)
Program Sales	5,500	3,000	-45.5%	(2,500)
Medical Services Commissions	50,000	50,000	0.0%	0
Concession Commissions	45,000	45,000	0.0%	0
Royalty Commissions	75,000	50,000	-33.3%	(25,000)
NCAA Revenue Sharing	1,150,000	1,150,000	0.0%	0
Program Ad. Sales/Recognition	275,000	175,000	-36.4%	(100,000)
Radio/Television Income	100,000	100,000	0.0%	0
Pouring Rights & Miscellaneous	150,000	135,000	-10.0%	(15,000)
Football Tailgate	85,000	60,000	-29.4%	(25,000)
Scoreboard Advertising:				
Football	235,000	120,000	-48.9%	(115,000)
Basketball	105,000	40,000	-61.9%	(65,000)
Stadium Loge Rentals	519,973	519,973	0.0%	0
<b>Total Revenue</b>	<b>\$3,832,973</b>	<b>\$2,532,973</b>	<b>-33.9%</b>	<b>(\$1,300,000)</b>
<b>TOTAL REVENUE</b>	<b>\$13,440,335</b>	<b>\$12,140,335</b>	<b>-9.7%</b>	<b>(\$1,300,000)</b>
<b>GENERAL FUND ALLOCATION</b>				
Total General Fund Support**	\$2,700,199	\$3,343,292	5.2%	\$643,093
<b>TOTAL RESOURCES</b>	<b>\$16,140,534</b>	<b>\$15,483,627</b>	<b>-4.1%</b>	<b>(\$656,907)</b>
<b>EXPENSES</b>				
Permanent Staff	\$3,904,865	\$3,704,583	-5.1%	(\$200,282)
Furloughs for union staff^	(97,660)	(42,384)	-56.6%	55,276
Tiered salary reductions for excluded staff^	(126,919)	(52,883)	-58.3%	74,036
Reductions in Force & staff retirements	0	Reflected Above		
Temporary Staff	436,902	436,902	0.0%	0
Fringe Benefits	1,763,854	1,607,229	-8.9%	(156,625)
Scholarships	5,611,012	5,611,012	0.0%	0
Operating	4,393,901	4,093,901	-6.8%	(300,000)
Transfer, Inst. Work Study	30,000	30,000	0.0%	0
<b>TOTAL EXPENSES</b>	<b>\$16,140,534</b>	<b>\$15,483,627</b>	<b>-4.1%</b>	<b>(\$656,907)</b>
*Tuition and state funding are recorded in the general fund but are presented here to illustrate the estimated revenue attributable to YSU student athletes.				
** General fund support for Athletics has been adjusted to illustrate the estimated impact of tuition and state funding revenue that is attributable to YSU student athletes. The FY 2021 general fund allocation for Athletics is \$12,950,654 as modified.				
NOTE: Athletics budget reductions include the deferral of five (5) new coaching and training positions planned for the Lacrosse and Swimming/Diving expansions slated for FY 2021.				
^Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				



**KILCAWLEY CENTER - FY2021 Budget**

	Original Budget	Modified Budget	Modifications	
	June 2020	December 2020	%	\$
<b>REVENUES</b>				
Food Services Commissions	\$432,000	\$97,250	-77.49%	(\$334,750)
Bookstore Commissions	484,200	442,000	-8.72%	(42,200)
Pete's Treats Candy Counter	108,000	64,000	-40.74%	(44,000)
Duplicating Services	90,000	2,400	-97.33%	(87,600)
Graphic Center	49,500	24,750	-50.00%	(24,750)
Recreation Room	5,000	0	-100.00%	(5,000)
Room Rental	5,000	0	-100.00%	(5,000)
Vending and Misc. Sales & Service	33,300	31,500	-5.41%	(1,800)
<b>Total Revenue</b>	<b>\$1,207,000</b>	<b>\$661,900</b>	<b>-45.16%</b>	<b>(\$545,100)</b>
<b>OTHER RESOURCES</b>				
General Fund Allocation	\$506,760	\$978,360	93.06%	\$471,600
<b>TOTAL RESOURCES</b>	<b>\$1,713,760</b>	<b>\$1,640,260</b>	<b>-4.29%</b>	<b>(\$73,500)</b>
<b>EXPENSES</b>				
Permanent Staff	\$450,025	\$450,025	0.00%	\$0
Furloughs for union staff*	(27,755)	(12,046)	-56.60%	15,710
Tiered salary reductions for excluded staff*	(2,208)	(920)	-58.33%	1,288
Temporary Staff	220,000	150,000	-31.82%	(70,000)
Fringe Benefits	183,175	179,675	-1.91%	(3,500)
Administrative Charge	126,000	126,000	0.00%	0
Operating	677,581	677,581	0.00%	0
Inst. Work Study transfer	55,979	55,979	0.00%	0
Transfer for Capital Improvements	1,000	1,000	0.00%	0
<b>TOTAL EXPENSES</b>	<b>\$1,713,760</b>	<b>\$1,640,260</b>	<b>-4.29%</b>	<b>(\$73,500)</b>
*Includes savings from both wages and fringe benefits. For this presentation, these amounts are not netted from total expenses.				



## Rich Center for Autism - FY 2021 Budget

	Original Budget	Modified Budget	Modifications	
	Sep. 2020	December 2020	%	\$
<b>Revenues</b>				
Noncredit Tuition	\$1,707,783	\$1,526,268	-10.6%	(\$181,515)
Cash Gifts	442,862	271,034	-38.8%	(171,828)
Misc. Income	0	115,000		115,000
<b>Total Revenues</b>	<b>\$2,150,645</b>	<b>\$1,912,302</b>	<b>-11.1%</b>	<b>(\$238,343)</b>
<b>Expenses</b>				
<i>Personnel</i>				
Full- and Part-time Staff	\$1,272,136	\$1,186,243	-6.8%	(\$85,893)
Temporary Staff	60,822	11,271	-81.5%	(49,551)
Fringe Benefits	469,172	439,473	-6.3%	(29,699)
<b>Total Personnel</b>	<b>\$1,802,130</b>	<b>\$1,636,987</b>	<b>-9.2%</b>	<b>(\$165,143)</b>
<i>Operating Expenses</i>				
Supplies	\$42,700	\$42,700	0.0%	\$0
Travel and Related Expenses	5,200	2,000	-61.5%	(3,200)
Information & Communication	15,505	15,505	0.0%	0
Facility Maintenance/Repairs	400	400	0.0%	0
Fees & Services	255,500	185,500	-27.4%	(70,000)
Volunteer Services	14,000	14,000	0.0%	0
Events & Promotions	3,710	3,710	0.0%	0
Miscellaneous / Reserve	11,500	11,500	0.0%	0
<b>Total Operating Expenses</b>	<b>\$348,515</b>	<b>\$275,315</b>	<b>-21.0%</b>	<b>(\$73,200)</b>
<b>Total Rich Center Expenses</b>	<b>\$2,150,645</b>	<b>\$1,912,302</b>	<b>-11.1%</b>	<b>(\$238,343)</b>

### CARES Act Funds Activity

As of 11/16/20

Fund Title	Award	Grant End Date	FY 2020	FY 2021	Cumulative Spend	Remaining Balance
			Expensed	Expensed & Encumbered		
YSU Penguins CARE Emergency Grant (Student Financial Aid)	\$5,188,231	3/12/2021	\$3,200,000	\$1,987,436	\$5,187,436	\$795
HEERF Institutional Portion	5,188,231	3/12/2021	2,845,135	592,091	3,437,225	1,751,006
Higher Ed COVID Relief Funding	3,924,308	12/30/2020	1,079,230	1,932,428	3,011,658	912,650
WYSU-FM FY20 CPB CARES	75,000	N/A	18,457	3,379	21,836	53,164
CARES-Mental Health - CRF	124,200	12/30/2020	0	0	0	124,200
CARES (CRF) Round 2	1,962,154	12/30/2020	0	0	0	1,962,154
	<u>11,273,893</u>		<u>3,942,822</u>	<u>2,527,897</u>	<u>6,470,719</u>	<u>4,803,174</u>
Total CARES Act Funds Activity	<u>\$16,462,124</u>		<u>\$7,142,822</u>	<u>\$4,515,333</u>	<u>\$11,658,155</u>	<u>\$4,803,969</u>

NOTE: The use of federal funding from the Coronavirus Aid, Relief & Economic Security (CARES) Act is subject to the restrictions established by the U.S. Treasury Department and the U.S. Department of Education. CARES Act funds are temporary one-time dollars and are restricted for expenses directly related to the COVID-19 pandemic.

**CARES Act Funds Spending Activity (non-financial aid portions), as of 11/16/20**

	FY 2020	FY 2021		Cumulative Total
	Expensed	Expensed	Enc. Total	
<b>211514 HEERF Institutional Portion</b>				
Transfers to Operating Budgets for Loss of Revenue				
Student Adjustments	\$2,844,279	\$90,239	\$0	\$2,934,518
Total Transfers	2,844,279	90,239	0	2,934,518
Expenses				
Instructional Supplies and Small Equipment		28,392	2,640	31,032
Uniforms Safety Equip and Supplies		18,063	45	18,108
Furnishing Supplies		1,459	0	1,459
Instructional Computers/Printers		127,223	0	127,223
Equipment		75,000	0	75,000
Instructional Equipment		100,710	0	100,710
Contractual Fees and Services		7,794	0	7,794
Software Licenses and Fees	856	93,421	47,006	141,283
Printing Service Supplies		99	0	99
Total Expenses	856	452,162	49,690	502,707
Total Transfers and Expenses	\$2,845,135	\$542,400	\$49,690	\$3,437,225
<b>211522 Higher Ed Relief Funding</b>				
Compensation				
Labor	\$377,306	\$129,321	\$11,544	\$518,171
Fringes	152,575	25,678	4,387	182,640
Total Compensation	529,881	154,999	15,931	700,811
Operating Expenses				
Office Supplies and Small Equipment	6,537	15,911	3,998	26,446
Instructional Supplies and Small Equipment	10,319	4,602	9,466	24,386
Maintenance Supplies	20,895	0	0	20,895
Janitorial Supplies	4,668	0	0	4,668
Uniforms Safety Equip and Supplies	21,788	164,010	113,592	299,390
Furnishing Supplies	0	21,100	0	21,100
Non-instructional Computers/Printers	0	208,902	0	208,902
Instructional Computers/Printers	434,495	389,859	1,748	826,101
Miscellaneous Supplies	152	1,897	0	2,049
Business-Related & Entertainment	0	1,500	0	1,500
Public Relations and Advertising	0	192,978	0	192,978
Cell Phones	31,651	299	0	31,950
Repairs and Maintenance	0	0	17,410	17,410
Equipment	0	31,871	16,906	48,777
Contractual Fees and Services	0	232,275	264,639	496,915
Other Fees and Services	0	0	5,000	5,000
Software Licenses and Fees	18,843	828	17,016	36,686
Food Service Residents	0	29,096	14,292	43,388
Printing Services Supplies	0	2,304	0	2,304
Total Operating Expenses	549,349	1,297,432	464,066	2,310,847
Total Expenses	\$1,079,230	\$1,452,430	\$479,998	\$3,011,658
<b>211512 WYSU-FM FY20 CPB CARES</b>				
Office Supplies and Small Equipment	\$18,457	\$3,379	\$0	\$21,836
Total Expenses	18,457	3,379	0	21,836
<b>211530 CARES-Mental Health - CRF</b>				
Total Expenses	\$0	\$0	\$0	\$0
Total Expenses	0	0	0	0
<b>211532 CARES (CRF) Round 2</b>				
Total Expenses	\$0	\$0	\$0	\$0
Total Expenses	0	0	0	0
Totals	\$3,942,822	\$1,998,209	\$529,688	\$6,470,719



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
CHANGES TO STUDENT FEES**

**WHEREAS**, Ohio law provides that Boards of Trustees of state-assisted institutions of higher education shall supplement state subsidies by income from charges to students, including an “instructional fee” for educational and associated operational support of the institution and a “general fee” for non-instructional services, and that these two fees shall encompass all charges for services assessed uniformly to all enrolled students and shall be identified as "tuition"; and

**WHEREAS**, Ohio law also provides that each Board may establish special purpose fees, service and housing charges, fines and penalties and that a tuition surcharge shall be paid by all students who are not residents of Ohio; and

**WHEREAS**, Ohio law provides that fees charged for instruction shall not be considered to be a price for service but shall be considered to be an integral part of the state government financing program in support of higher education opportunity for students;

**NOW, THEREFORE, BE IT RESOLVED**, that the Youngstown State University Board of Trustees does hereby approve changes to student fees, as depicted on Exhibit \_\_ and made part hereof, effective spring semester 2021.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

Exhibit \_\_\_\_

Fee Description	FY 2020 Actual	FY 2021 Proposed	Change
<b>Beeghly College of Liberal Arts, Social Sciences &amp; Education</b>			
Undergrad with Junior Standing and Above (per credit hour)	N/A	\$8.00	N/A
Bulk rate, 12-18 hours	N/A	\$96.00	N/A
<b>Beeghly College of Education</b>			
All Undergraduate Students (per credit hour)	\$8.00	\$0.00	(\$8.00)
Bulk rate, 12-18 hours	\$96.00	\$0.00	(\$96.00)
<b>College of Liberal Arts &amp; Social Sciences</b>			
Undergrad with Junior Standing and Above (per credit hour)	\$8.50	\$0.00	(\$8.50)
Bulk rate, 12-18 hours	\$102.00	\$0.00	(\$102.00)
<b>Late Fees</b>			
Late Class Add Fee (per course)	\$50.00	\$0.00	(\$50.00)
Late Registration Fee	\$75.00	\$0.00	(\$75.00)



**RESOLUTION TO APPROVE THE  
2020 AFFORDABILITY AND EFFICIENCY REPORT**

**WHEREAS**, Section 3333.95 of the Ohio Revised Code requires the Chancellor of Higher Education to maintain an Efficiency Advisory Committee to ensure that each state college and university prepares an affordability and efficiency report to identify examples of and opportunities for shared services, streamlined administrative operations, and shared best practices in efficiencies among institutions; and

**WHEREAS**, the Chancellor requires that the Boards of Trustees at each state college and university annually approve each institution's affordability and efficiency report; and

**WHEREAS**, the Ohio Department of Higher Education has provided a template through which to document and report each institution's efficiency and affordability report; and

**WHEREAS**, Youngstown State University's 2020 efficiency and affordability report is a product of a collaborative process that included input from various levels of campus stakeholders to assess progress and capture examples of efficiencies, academic practices, policy reforms, cost savings, redeployment of savings and tangible benefits to students; and

**WHEREAS**, Youngstown State University's 2020 report provides evidence of affordability and efficiency in various categories, including direct savings, deferred revenue (direct savings to students), cost avoidance (that would otherwise increase expenses), funds raised (reducing pressure on fees), and savings or funds raised by auxiliary enterprises; and

**WHEREAS**, Youngstown State University faculty provide a high-quality education as evidenced by licensure and certification results, job placement and other measures, and staff contributions to student and institutional success, while tuition and total cost of attendance as reported via IPEDS are amongst the lowest in the state; and

**WHEREAS**, all sections of the report indicate that Youngstown State University continues to make substantial progress in all categories required by the report; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the 2020 efficiency and affordability report as shown in Exhibit \_\_\_ and made part hereof.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**



Department of  
Higher Education

Mike DeWine, Governor  
Randy Gardner, Chancellor



Affordability & Efficiency

## FY20 Efficiency Reporting Template

### Introduction:

Ohio Revised Code section 3333.95 requires the chancellor of the Ohio Department of Higher Education (DHE) to maintain an “Efficiency Advisory Committee” that includes an “efficiency officer” from each state institution of higher education (IHE). Each IHE must then provide an “**efficiency report**” updated annually to DHE, which is compiled by the chancellor into a statewide report shared at year end with the governor and legislature. The committee itself meets periodically at the call of the chancellor.

Prior Efficiency Reports have been heavily influenced by the Ohio Task Force on Affordability and Efficiency’s October 2015 report “Action Steps to Reduce College Costs” (Task Force). That report provided many good recommendations that set a course for increasing efficiency throughout public higher education in Ohio. However, in light of the impacts of COVID-19, this year’s template will take a different focus and give IHE’s the opportunity to highlight what they have done to adjust to the pandemic and its impact on their institutions, including the expansion of online delivery models.

This means that much of the report will be more focused on the current year than prior years. Nonetheless, the FY20 reporting template does require Ohio’s IHEs to conduct an annual study to determine the cost of textbooks for students enrolled in the institution pursuant to Ohio Revised Code section 3333.951(C); as well as information on efficiencies gained as a result of the “regional compacts” as outlined in ORC section 3345.59. The reporting template also requests information regarding college debt and debt collection practices.

**Your Efficiency Report Contact:** Jennifer Carson, Senior Director, Audit & Compliance, 614-752-7538, [jcarson@highered.ohio.gov](mailto:jcarson@highered.ohio.gov)  
Please provide your institution’s efficiency report by **Friday, October 30, 2020** via email to [OdheFiscalReports@highered.ohio.gov](mailto:OdheFiscalReports@highered.ohio.gov)

As in previous years, the Efficiency Reporting Template is structured into sections:

- **Section I: Operational Response** – This section captures information on the impacts of COVID-19 on each institution, the planning process used to address the impact and the eventual actions taken in response to the pandemic.
- **Section II: Academic Practices** – This section covers areas more directly related to instruction, including the actions taken to adjust to remote learning in spring term of 2020 and the impacts on the institution and students. It also seeks updates regarding the cost of textbooks and flexible delivery methods
- **Section III: Policy Reforms/Continued Progress** – This section captures state IHE responses to suggested policy reforms originating in gubernatorial task force efforts, legislative joint committee reports, student loan debt advisory group reports, etc. In recent years, a number of stakeholder perspectives have been shared with institutions. Our hope is that institutions will respond to this stakeholder feedback regarding items such as, textbooks and student debt.
- **Section IV: Student Benefit** – This section asks institutions to provide cost savings and/or resource generation in actual dollars for any major initiatives within the past fiscal year. Emphasis should be placed on highlighting major initiatives that may be considered best practices, rather than responding to specific recommendations from the Ohio Task Force on Affordability and Efficiency in Higher Education October 2015 report. To facilitate understanding, IHE's should advise if savings have been redeployed to students to reduce costs, or if they have been reinvested in some other manner for the benefit of students.
- **Section V: Future goals** – This section corresponds to Master Recommendation 2 of the Ohio Task Force on Affordability. It is designed to allow each institution to benchmark its respective five-year goals to its actual institutional cost savings or avoidance. In the spirit of continuous improvement, this section allows you to revise and/or update your five-year goals as needed. In addition, the DeWine-Husted administration would like to know more about possible roles the state could play in supporting your institutional goals; your input is requested in this section.

**For purposes of this report, efficiency is defined as quality versus cost as a means to measure value:**

- Direct cost savings to students (reducing costs)
- Direct cost savings to the institution (reducing costs)
- Cost avoidance for students (reducing costs)
- Cost avoidance to the college/university (reducing costs)
- Enhanced advising, teaching (improving quality)
- IP commercialization (improving quality)
- Graduation/completion rates (improving quality)
- Industry-recognized credentials (improving quality)
- Experiential learning (improving quality)

These are examples only. Please consider your responses to address broader measures of efficiency, quality, cost and value. Please also note that this is only a template. Feel free to respond in any additional way you believe is helpful.



## Section I: Operational Response

The onslaught of the COVID-19 pandemic has had a major impact on all higher education institutions forcing them to quickly adjust to remote learning. Beyond this immediate impact there is significant uncertainty about the duration of the pandemic, how it will impact student behavior and the resulting economic challenges faced by institutions and the State of Ohio.

**Please describe the major fiscal impacts of COVID-19 on your institution in FY 20.** The \$1,663,970 reduction to YSU’s State Share of Instruction allocation had a significant and negative fiscal impact because CARES/HEERF funds cannot be used to replace lost SSI income. See tables below for additional information.

Please quantify the revenue and cost impacts.

Major Revenue Impacts	Net Fiscal Impact
Tuition & Fees	(\$1,096,186)
Auxiliary Fees, including refunds	(\$1,748,093)
State Support	(\$1,663,970)
Investment Income, Unrealized Losses	(\$425,748)
Other: Concert event cancelation	(\$250,000)
<b>External Assistance (HEERF, CRF, etc.)</b>	\$3,924,364 (institutional portion only)

Major Net Increased Expenses	Net Fiscal Impact
Transition to Online Delivery	\$501,844
Changing Support for Students	\$3,200,000 in Penguin CARES Emergency grants; \$333,333 in YSU Foundation Emergency Student Aid
Shutdown of Campus	See revenue losses above
Cleaning/Preparing Campus for Return of Students (Testing, PPE, etc.)	\$47,504

Other (labor costs associated with transition to online and preparation of campus re-opening	\$529,881
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**CARES Act and other Federal Support impact**

**What process did your institution use to distribute one-half of Higher Education Emergency Relief Funds to students?**

In April 2020, YSU officially certified to the U.S. Department of Education that YSU has used and intends to use no less than 50 percent of the funds received under Section 18004 (a)(1) of the CARES Act to provide Emergency Financial Aid Grants to students. The total amount of direct funding that YSU has received from the Higher Education Emergency Relief Fund (HEERF) is \$10,376,462. A minimum of \$5,188,231 must be used for Emergency Financial Aid Grants to students.

For FY 2020, \$3.2 million in CARES Act funding was distributed to students with a review of numerous applications still underway for distribution. To date, the estimated total number of students eligible to receive CARES Act funding from YSU is 3,821. To date, the total number of students who have already received an Emergency Financial Aid Grant are 3,806. YSU has created two grant programs and requires students to apply.

The first program, known as phase 1, is named the YSU Penguins CARE Emergency Grant. The Penguins CARE Emergency Grant application was created by the University to prioritize the release of grant funds to Pell grant recipients who were not enrolled in online degree programs when the COVID-19 pandemic emerged causing disruption to on-campus learning and creating financial challenges.

The log-in process validates that students have met all conditions to request financial support from the Penguins CARE Emergency Grant. Those conditions include Pell Grant and Title IV eligibility during the spring 2020 semester, enrollment in an on-campus degree program prior to March 13, 2020, and pandemic-related expenses for housing, food, course materials, technology, healthcare and/or child care. Those qualified receive \$1,000. The Phase 1 YSU Penguins CARE Emergency Grant application is available [online](#).

The second program, known as phase 2, is similarly named the YSU Penguins CARE Grant with the following description. The Penguins CARE Grant, funded by the Coronavirus Aid, Relief and Economic Security Act approved by Congress earlier this spring, is available to Title IV-eligible students who were enrolled in an on-campus degree program during Spring Semester 2020, and who incurred pandemic-related expenses for housing, food, course materials, technology, healthcare and/or child care. Students who were enrolled in exclusively online programs as of March 13, 2020 are not eligible to receive the Penguins CARE Grant.

Procedure to apply for the YSU Penguins CARE Grant: Students in need of financial assistance to cover COVID-19 related expenses should complete the following online application and provide supporting documentation for review. Those qualified receive between \$500 and \$2,000. Students that qualified for the Penguins CARE Emergency Grant application may apply for funding from phase 2.

Both the Phase 1 and 2 YSU Penguins CARE Emergency Grant applications are easily accessible on the YSU website: <https://ysu.edu/financial-aid-and-scholarships/higher-education-emergency-relief-fund-website-reporting>

**How has the institutional share of HEERF been utilized at your institution?**

YSU has utilized HEERF funding in a manner consistent with guidance provided by the Ohio Department of Higher Education, the U.S. Treasury Department and the U.S. Department Education. The table below illustrates YSU's actual HEERF expenses for FY 2020.

	<b>FY 2020 Expensed</b>
<b>211514 HEERF Institutional Portion</b>	
Student Refunds & Fee Adjustments	\$ 2,844,279.07
Software Licenses and Fees	855.79
Total Transfers and Expenses	<u>\$ 2,845,134.86</u>
<b>211522 Higher Ed Relief Funding</b>	
Compensation	
Labor	\$377,305.82
Fringes	152,575.32
Total Compensation	529,881.14
Operating Expenses	
Office Supplies and Small Equipment	6,537.24
Instructional Supplies and Small Equipment	10,318.56
Maintenance Supplies	20,895.28
Janitorial Supplies	4,668.48
Uniforms Safety Equip and Supplies	21,788.25
Instructional Computers/Printers	434,494.96
Miscellaneous Supplies	152.38
Cell Phones	31,651.17
Software Licenses and Fees	18,842.67
Total Operating Expenses	549,348.99
Total Expenses	<u>\$ 1,079,230.13</u>
<b>Total CARES Act Funds Utilized</b>	<u>\$ 3,924,364.99</u>

**What other external sources have been made available to the institution to address the impacts of COVID-19?** In addition to the federal relief funding from the CARES Act and as noted above, the YSU Foundation provided \$333,333 in FY 2020 in the form of emergency financial aid for students with demonstrated need due to the effects of the COVID-19 pandemic.

What planning assumptions were used related to the fiscal impact of COVID-19 in developing the institution’s FY 21 budget?

<b>Major Assumptions</b>	<b>Description</b>	<b>Projected Fiscal Impact</b>	<b>Actual Fiscal Impact - as of fall 20</b>
Fall Enrollment/ Fee Revenue Relative to Fall 19	15% decline in FTE enrollments budgeted	(\$13,108,837)	(\$3,727,350) based on actual fall FTE enrollment decline of 4.4%.
Auxiliary Services	15% decline in FTE enrollments budgeted, including 85% housing occupancy.	(\$1,502,182)	(\$1,300,000) annualized estimate
<b>State Support</b>	20% decline in SSI budgeted	(\$8,842,850)	(\$1,446,159)
<b>Unique Cost Drivers - in response to COVID-19</b>	Additional expenses for janitorial and cleaning supplies, office supplies and small equipment, safety equipment and supplies, technology upgrades to enable distance learning and teleworking, laptop computers, software licenses and fees	\$2,000,000	\$1,228,752 ( actual expenses through 6/30/20 - 9/14/20)
<b>Other</b>			

**Please describe the major initiatives the institution is implementing in response to COVID-19 and the anticipated impact on the institution.**

Youngstown State University developed and continues to execute a comprehensive response plan to provide continuous instructional delivery to all students, with fall 2020 courses being taught roughly one-third in-person, one-third online and one-third hybrid. With the goal of ensuring a safe and healthy campus environment, YSU’s comprehensive reopening strategy includes the distribution of \$3.8 million in student aid through the Penguins CARE Emergency Grant program. YSU has also distributed more than 15,000 Penguin Safety kits to students, faculty, staff and visitors. Other notable plan highlights include a laptop loaner program for students, the installation of Plexiglas and social distancing signage campus-wide, robust COVID testing and contact tracing protocols, the enhanced use of technology to enable virtual interaction among all members of the campus community, and full and complete compliance with all CDC and state and local health department guidelines. Additionally, YSU established a COVID-19 information page on its website that is continually updated as new information becomes available: <https://ysu.edu/coronavirus-information>

## Regional Compacts

ORC Section 3345.59 required regional compacts of Ohio’s public institutions, with an executed agreement in place by June 30, 2018, for institutions to collaborate more fully on shared operations and programs. Per O.R.C. §3345.59 {E} colleges and universities shall report within their annual efficiency reports the efficiencies gained as a result of the compact.

Please discuss efficiencies gained or opportunities for future partnerships as a result of each of the categories within the compact.

Category	Description	Monetary Impact
Reducing duplication of academic programming	<p>Discussions are underway with the Northeast Ohio Regional Compact.</p> <p>On September 5, 2019, the YSU Board of Trustees passed its “Take Charge of Future for Sustainability” resolution outlining an academic program effectiveness and advancement process. According to the resolution, this academic program effectiveness and advancement process will have actionable steps and outcomes with the Board to be updated no later than March 2020 regarding the process, feedback loops, and critical steps that will be utilized. Preliminary recommendations and insights are due no later than the December 2020 Board meeting. Well-considered recommended actions are due no later than the March and/or June 2021 with the Office of Academic Affairs having engaged in consequential shared governance throughout the process.</p>	<p>TBD</p> <p>TBD</p>
Implementing strategies to address workforce education needs of the region	YSU’s Mahoning Valley Innovation and Commercialization Center (MVICC) will be a workforce development, education, and entrepreneurial hub, connecting creative minds with the modern equipment of advanced manufacturing and the knowledge of the regional business community. By working collaboratively with the Mahoning Valley Manufacturers Coalition, Eastern Gateway Community College, Career and Technical Center, other K-12 educational providers, and area incubators, this multi-stakeholder center will become a driving force for economic growth and prosperity in the region.	\$12 million in capital expenditures

	<p>YSU recently hired a former IBM Manager for Apprenticeships to make YSU a leader in facilitating business with apprentices and awarding college credit through PLA for the training.</p> <p>The Health Professions Department in YSU's Bitonte College of Health and Human Services is in the second step of its action plan working with the Youngstown City Fire Department to train their firefighters to be emergency responders. The first step of the plan involved training 30 of the current YFD firefighters to the Emergency Medical Technology (EMT) level. The second step of the action plan is to train a critical mass of the new YFD EMTs to the paramedic level in the subsequent year so that YFD can begin to provide its own advanced life support service.</p> <p>YSU is actively involved in three state committees working to increase the number of individuals with post-secondary workforce credentials: (1) Prior Learning Assessment, (2) Competency Based Education, and (3) Finish for Your Future: Adult Learner Working Group.</p> <p>Deans in each of the academic colleges have been tasked with created advisory boards (if boards do not already exist in that college) consisting of community business leaders and executives.</p>	
<p>Sharing resources to align educational pathways and to increase access within the region</p>	<p>Discussions are underway within the Northeast Ohio Regional Compact.</p> <p>YSU was awarded two Regionally Aligned Priorities in Delivering Skills (RAPIDS) grants to enhance regional manufacturing success by building upon the existing regional MVICC partnership and the combined state, federal, and partner investments that support it. Equipment investments support a spectrum of training, which represents current urgent workforce needs, next-generation skills that are evolving the manufacturing enterprise, and next-generation skills that are poised to</p>	<p>\$1,433,332</p>

	<p>disruptively change not only manufacturing, but huge segments of the economy.</p> <p>YSU has led the development of a regional partnership of manufacturing stakeholders to meet the diverse needs of this evolving community. Comprised of academic, industrial, and economic development organizations, the Mahoning Valley Innovation and Commercialization Consortium (MVICC) addresses broad perspectives on the needs and opportunities of manufacturing in Northeast Ohio. A key component of that partnership is the concept of shared resources and cross-institutional collaboration. The cornerstone of that shared resource model is YSU's Excellence Training Center (ETC), which will provide a central facility to house a full spectrum of manufacturing training and research equipment. It will serve not only as a one-of-a-kind training and research center, but it also will provide an invaluable opportunity for students, faculty, and industry professionals to work collaboratively and accelerate technology adoption.</p>	
Reducing operational and administrative costs to provide more learning opportunities and collaboration in the region	<p>Via the NEO Regional Compact, YSU is working with Kent State University, the University of Akron, Cleveland State University, and NEOMED to develop shared procurement strategies to take advantage of campus proximity to streamline the acquisition and delivery of goods and services common among these institutions. Areas under serious consideration include:</p> <ul style="list-style-type: none"> <li>• Custodial Cleaning Equipment</li> <li>• Emergency Repair Services</li> <li>• Energy (Electricity and/or Natural Gas)</li> <li>• Janitorial and Sanitary Supplies</li> <li>• MRO Supplies (including tools)</li> <li>• Service Contracts (janitorial and/or maintenance services)</li> <li>• Systems Controls contracts</li> </ul>	\$100,000 to \$200,000 in possible annual savings.
Enhancing career counseling and experiential learning opportunities for students	<p>Career assessment: first-year and transfer students complete PathwayU, a self-assessment/career assessment, in their first semester at YSU. YSU also uses the MyPlan</p>	N/A

	<p>assessment tool with students who seek individual career counseling.</p>	
	<p>Individual career counseling is available to all students through the Office of Career &amp; Academic Advising as well as each of YSU's colleges.</p>	<p>N/A</p>
	<p>YSU will offer CARD 1520: Exploring Majors and Careers for the first time in Spring 2021. CARD 1520 is an eight-week career development intervention course focused on major selection and learning to use career research tools like Ohio Means Jobs and O*NET. This course is required for all students admitted with academic restrictions and available to exploratory students and students considering a major change.</p>	<p>N/A</p>
	<p>YSU continues to use Handshake to provide students with easy access to internship opportunities.</p>	<p>N/A</p>
	<p>YSU participates in the Northeast Consortium for Career Advancement.</p>	<p>N/A</p>
	<p>YSU participates in the Ohio Cooperative Education Association (OCEA), a state organization that shares knowledge and resources surrounding experiential learning. This group works together to build a cohesive network between four-year institutions, two-year institutions, high school guidance counselors, the state of Ohio, and representatives from other states.</p>	<p>N/A</p>
	<p>YSU participates in Ohio Means Internships and Co-Ops (OMIC 3), a regional grant shared with nine northeast Ohio two- and four-year higher education institutions (including Stark State College, Cleveland State University, University of Akron, Kent State University, YSU, Lakeland Community College, Lorain County Community College, North Central State College, and Cuyahoga Community College).</p>	<p>N/A</p>



	<p>YSU participates in Ohio Means Internships and Co-Ops (OMIC 4), a regional grant shared with nine northeast Ohio two- and four-year higher education institutions (including Kent State University, Cleveland State University, University of Akron, YSU, Lakeland Community College, Lorain County Community College, North Central State College, Cuyahoga Community College, and Stark State College). This sub-grant emphasizes scholarships and monetary employer reimbursements for employers who offer internships/co-ops to science students.</p>	N/A
	<p>YSU participates in Ohio I/C Engineering Directors virtual meetings. This group consists of internship and co-op engineering directors from Cleveland State University, University of Akron, University of Toledo, Case Western Reserve University, University of Dayton, University of Cincinnati, and YSU. This group was formed in response to COVID-19. The group meets every two weeks to discuss career-related items, the effects of COVID on events and internships/co-ops, the transition from face-to-face events to virtual events, and other topics.</p>	N/A
	<p>YSU's Williamson College of Business Administration is one of four universities participating in the Export Program through the State of Ohio. WCBA Export Program recruits students for programs across YSU's campus as well as University of Akron and Kent State University. Students attend an Export course in WCBA during the spring semester. The course is delivered by the Director of Ohio SBDC Export Assistance Network. After completing the Exporting course, students are placed with a company in Ohio for a full-time, 12-week, paid internship. The internship is credit-bearing. Relationships are built with exporting companies, and companies are reimbursed half of the intern wages through the Ohio Development Services Agency.</p>	N/A

	<p>YSU's Bitonte College of Health and Human Services hosts Employer Outreach Tables that include five Employer Class Presentations attended by more than 515 students and 39 faculty members. A Criminal Justice/Forensic Science Career Week featuring seven employers was attended by more than 257 students. The following resources have been created to assist students in career management and in securing experiential learning opportunities: Job Search Strategies, Successful Interviewing, Criminal Justice Internship Advantages, Building an Effective Resume, Interviews, Career Ready, NACE Competencies, BCHHS Career Snapshots Handbook. Because of the challenges associated with the pandemic, these resources are available in live and virtual formats.</p>	
<p>Collaboration and pathways with information technology centers, adult basic and literacy education programs and school districts</p>	<p>YSU leverages database administration services from Kent State University.</p> <p>YSU's Maag Library is pursuing increased collaboration with the Mahoning County Public Library system.</p> <p>Through the Alternative Credit Project (ACP) provided through the American Council on Education, YSU offers alternative pathways for non-traditional/adult learners and active military/veteran students designed to accelerate time to degree completion. ACP provides students access to a pool of online courses at low cost that YSU will accept toward their degree. ACP is designed to make YSU four-year degrees more attainable by lowering costs and increasing flexibility. ACP encourages greater acceptance of students' alternative credit and creates a more flexible pathway toward post-secondary education attainment for the more than 32 million non-traditional students who may have some college credit but no degree (<a href="http://cms.ysu.edu/ysu/althernative-credit-project">http://cms.ysu.edu/ysu/althernative-credit-project</a>). YSU accepts selected courses from: Straighterline, Saylor, Ed4Online, JumpCourse, Pearson, and Sophia. The courses accepted were reviewed and approved by YSU faculty and are taught using a competence-based education format.</p>	<p>\$42,182</p> <p>TBD</p>

	<p>In addition to the above efforts, YSU also collaborates regionally on teacher education strategies with the following institutions:</p> <ul style="list-style-type: none"> <li>• Ashland University</li> <li>• Baldwin Wallace University</li> <li>• Cleveland State University</li> <li>• Hiram College</li> <li>• Lake Erie College</li> <li>• Malone University</li> <li>• Notre Dame College</li> <li>• University of Akron</li> <li>• University of Mount Union</li> <li>• Ursuline College</li> <li>• Walsh University</li> </ul>	
Enhancing the sharing of resources between institutions to expand capacity and capability for research and development	YSU's Mahoning Valley Innovation and Commercialization Center (MVICC) will be a workforce development, education, and entrepreneurial hub, connecting creative minds with the modern equipment of advanced manufacturing and the knowledge of the regional business community. By working collaboratively with the Mahoning Valley Manufacturers Coalition, Eastern Gateway Community College, Career and Technical Center, other K-12 educational providers, and area incubators, this multi-stakeholder center will become a driving force for economic growth and prosperity in the region.	\$12 million in capital expenditures
Identifying and implementing the best use of university regional campuses	Not applicable.	

## Section II: Academic Practices

### Textbook Affordability

#### Textbook Cost Study

ORC Section 3333.951(D) requires Ohio’s public colleges and universities to annually conduct a study to determine the current cost of textbooks for students enrolled in the institution and submit the study to the Chancellor. Please attach the analysis of textbook costs developed by your institution labeled “[Institution Name – Academic Year – Textbook Cost Study]” Please summarize the results of your institution’s study below.

Category	Amount
Average cost for textbooks that are new	\$59.25
Average cost for textbooks that are used	\$65.54
Average cost for rental textbooks	\$52.12
Average cost for eBook	\$54.95

#### Reducing Textbook Costs for Students

ORC Section 3333.951(C) requires Ohio’s public colleges and universities to report their efforts toward reducing textbook costs for students. Please discuss all initiatives implemented, including those referenced below that ensure students have access to affordable textbooks.

1. **Does your institution offer inclusive access purchasing of college textbooks?** If yes, what percentage of courses participate?  
Yes, just over 2% of courses participate.
2. **What use did the institution make of OER materials in the past academic year?** How many and which courses used the materials?
  - GEOG 2626 - 9 sections used OERs with a total of 232 students.
  - CMST 4899 – 3 sections used OERs with a total of 38 students.
  - JOUR 3723 – 1 sections with a total of 19 students.
  - CMST 3757 – 1 section with a total of 22 students.
  - JOUR 3761 – 1 section with a total of 18 students.
3. **How did the institution discover and access OER materials?**
  - **Ohio Open Ed Collaborative?**
    - <https://ohiolink.oercommons.org/hubs/OOEC>

- **OER Commons?**
  - <https://www.oercommons.org/>
- YSU uses the Open Textbook Network through the University of Minnesota. In addition, YSU has a long-standing member of OhioLINK.

**4. What other practices does your institution utilize to improve college textbook affordability?** YSU is a member of the Open Textbook Network that is operated out of the University of Minnesota. These books can be accessed for no cost, or printed at low cost. All textbooks are either used at multiple higher education institutions; or affiliated with an institution, scholarly society, or professional organization. The YSU Maag library currently includes 796 textbooks, with more being added all the time. YSU also partners with Barnes & Noble to promote the LoudCloud product. The LoudCloud courseware platform lowers the cost of learning materials, is easy to personalize, and ensures your students have the course materials they need for academic success. Lastly, we are a member of OhioLINK. Through OhioLINK YSU has access to Open Course Content Library and inclusive access initiative with commercial publishers. We are also able to participate in webinars and workshops that OhioLINK hosts.

Please provide any relevant information in the table below.

<b>Initiative</b>	<b>Explanation of Initiative</b>	<b>Cost Savings to Students</b>
Open Education Resources	<b>Student access to free textbooks.</b>	<b>\$ 20,528</b>
YSU Bookstore Price Match Program	<b>Barnes &amp; Noble program matches the lowest price (advertised by other vendors) for books and instructional materials sold.</b>	<b>\$1,709</b> (savings lower than prior years as YSU bookstore continues to lower prices)
First-Day Ready	<b>An inclusive access and general affordability initiative that provides digital materials, e-books and textbook rentals to students.</b>	<b>\$751,300</b>

### Alternative Delivery Methods

Online and competency-based education are both growing dramatically as delivery platforms for higher education across the United States. Flexible delivery methods, such as distance learning, provide an opportunity to improve access by providing students with additional opportunities to complete their education. Obviously, events of this past spring forced a transition to remote learning beyond that which many institutions had already offered.

Please quantify the impact of moving to remote learning in spring term.

<b>Percent of Courses offered online prior to March 2020</b>	<b>Percent of students enrolled in online courses prior to March 2020</b>
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10.16%	12.25%
<b>Percent of Courses offered online fall term 2020</b>	<b>Percent of students enrolled in online courses fall term 2020</b>
74% (includes Agile Hybrid Campus, Virtual Campus, On Line Live meetings, and Web-based Courses)	87.49%

What steps has the institution taken to transition courses to online in response to the coronavirus pandemic?

1. Did the institution provide centralized support to the faculty?

**Yes, YSU provided centralized support to its faculty. Three university offices—the Institute for Teaching and Learning, the Office of Cyberlearning, and Information Technology Customer Services—came together to form a collaborative group called the Academic Continuity Team (ACT). These offices have been working together since the beginning of the COVID-19 pandemic in order to provide one main point of contact. The ACT members communicated with campus, coordinated services, provided consultation, training, and resources, and supported faculty members teaching in the spring, through the summer, and into the start of the fall semester. The offices continue to meet periodically to discuss cross-office needs and issues. Their extensive resources can be viewed at the Creative Course Delivery website: <https://ysu.edu/institute-teaching-and-learning/creative-course-delivery>.**

**In addition, in response to faculty demand and a request from the Office of Academic Affairs, Youngstown State University purchased Zoom to supplement the use of WebEx in offering courses online.**

2. How has the institution assured student access to remote learning?

**YSU’s IT Services (ITS) did extensive work to make sure that YSU students could get access to loaner computer equipment, including computers, webcams, headsets, wifi hotspots, and remote specialty software to ensure that students would not have learning disrupted. These efforts extended from the spring, through the summer, and into the fall semester. Students were provided guidance on requesting loaner equipment: <https://ysu.teamdynamix.com/TDClient/2000/Portal/KB/ArticleDet?ID=109023&SIDs=7762>,**

**In addition, YSU students were provided with a range of articles to prepare them for the shift to online learning: <https://ysu.teamdynamix.com/TDClient/2000/Portal/KB/?CategoryID=18038>.**

**YSU’s ITS also developed virtual desktops to replicate some of YSU’s most popular software used in general and engineering computer labs across campus. More information can be found at the following site: <https://ysu.teamdynamix.com/TDClient/2000/Portal/KB/ArticleDet?ID=102432&SIDs=6729>. YSU increased the number of licenses for Bomgar during the spring and summer at a total cost of just \$1,800. This resource enables IT to view clients’ desktops to assist with technology concerns.**

3. Has the increase in remote learning required investments in the institution’s Learning Management System?

**The shift to remote learning caused by the pandemic led to an increased number of faculty using the LMS (from 60% to as high as 90%). As a result, YSU experienced a dramatic increase in the need for data storage (from 3 terabytes (TB) to 7 TB).**

- a. What LMS is currently utilized? **YSU utilizes Blackboard as its Learning Management System.**

**Course and Program Evaluation**

Recommendation 8 of the Task Force was for institutions to evaluate courses and programs for enrollment and consideration of continuation. Per ORC Section 3345.35, the colleges and universities need to address this recommendation every five years. The next applicable date is FY22.

**Co-located Campuses**

ORC Section 3333.951 requires Ohio’s co-located colleges and universities to annually review best practices and shared services in order to improve academic and other services and reduce costs for students. Co-located campuses are then required to report their findings to the Efficiency Advisory Committee.

Co-located campus: **Not applicable to YSU**

Type of Shared Service or Best Practice (IE: Administrative, Academic, etc.)	Please include an explanation of this shared service.	Monetary Impact from Shared Service

## Section III: Policy Reforms

### Financial Advising

Recommendation 10A of the Task Force was for institutions to provide financial literacy as a standard part of students' education. In addition, the Ohio Attorney General's Student Loan Debt Advisory Group report of June 2017 made a similar recommendation as well as other proposals on how to improve processing of student accounts and debts. The report can be found at:

[www.ohioattorneygeneral.gov/Files/Publications-Files/Publications-for-Schools/Ohio-Attorney-General-s-Student-Loan-Debt-Collecti.aspx](http://www.ohioattorneygeneral.gov/Files/Publications-Files/Publications-for-Schools/Ohio-Attorney-General-s-Student-Loan-Debt-Collecti.aspx)

**1. Has your institution considered the Ohio Attorney General's Student Loan Debt Advisory Group Report Recommendation 4 regarding best practices (Appendix C) for financial literacy? If so, please describe your institution's implementation and whether it is specific to the (Appendix C) advisory sheet or the institution's own practices.**

Yes, Youngstown State University has considered the Ohio Attorney General's Student Loan Debt Advisory Group Report Recommendation 4 regarding best practices (Appendix C) for financial literacy. YSU has determined that its practices align with Appendix C. The following describes how YSU meets the best practices standards shown in Appendix C by category:

- Financial aid information nights:
  - The Office of Financial Aid and Scholarships hosts a financial aid night annually. This year, due to COVID-19, the office will host two virtual financial aid nights to educate students and families on the financial aid processes, applications, and deadlines and will include an opportunity to live chat or call in to speak with financial aid staff to ask questions.
- Financial aid shopping sheet:
  - The Office of Financial Aid and Scholarships offers the financial aid shopping sheet to prospective students.
- Peer-to-peer student loan and financial counseling:
  - The Office of Financial Aid and Scholarships requires all withdrawing students to have one-on-one counseling with Financial Aid staff. During counseling, staff work to ensure students understand the financial implications of withdrawing and reinforce student repayment obligations. Financial Aid counseling has reduced the number of students withdrawing as well as student defaults.
- End of Semester Loan Reminder:
  - End of Semester Loan Reminder functions are met in the following manner -Students continuing studies are automatically apprised of loan status when federal loan balances populate from the U. S. Dept of Education into the YSU loan acceptance system. The university relies upon the U.S. Department of Education system to deliver accurate and timely information regarding federal student debt. Students not continuing studies receive university prompting to complete federal exit counseling through which student are presented with the debt balances as of the time of



separation of studies. The U. S. Department of Education has also added a requirement that students complete an annual student loan acknowledgement which requires students to acknowledge the amount owed and amount remaining available to borrow.

- Financial aid education:
  - The Office of Financial Aid and Scholarships hosts financial aid awareness week in October of each year. Throughout the week, various sessions are offered to students. Sessions include topics such as how to apply for financial aid by completing the FAFSA, applying for scholarships, maintaining satisfactory academic progress, financial literacy and default prevention. This year's week long events will be offered via WebEx and will be recorded for students who are unable to attend.
  - Annually, the Office of Financial Aid and Scholarships hosts a session targeted to graduating student loan borrowers and open to general student loan borrowers. Sessions include how to manage their debt and money saving strategies on student loan repayment. This year's event, "Student Loan Repayment Strategies presented by Sallie Mae", will be offered during financial aid awareness week in October and discuss important information including student loan repayment plans, loan forgiveness programs, borrower rights and responsibilities, and default avoidance. The presenter will be available for answering questions.
  - The Office of Financial Aid and Scholarships also participates in financial aid nights at area high schools, on campus events such as orientations and classroom visits with presentations focused on financial aid matters.

**2. The Ohio Attorney General's report also suggested (Recommendation 5) institutions seek student consent to contact them by email and/or mobile phone. Does your institution make an effort to collect this form of contact information? Do you include consent to be contacted as part of this effort? Please describe.**

Youngstown State University does make an effort to capture the contact information discussed in Recommendation 5. Email and phone contact information are obtained from students prior to admission through the admission application. Students have opportunity to also to update contact information and preferences through their student portal throughout enrollment.

Consent to contact by cell phone and email is captured regularly. Each time a student registers for a new semester, the student is required to complete an electronic Promise to Pay which includes this consent.

### **Certification Practices**

ORC 131.02 requires state IHE's to certify their outstanding debt to the Ohio Attorney General's office (AGO) for collection either 45 days after the amount is due or within 10 days after the start of the next academic session, whichever is later. However, Ohio's institutions certify their outstanding debt pursuant to varying policies and practices. To ensure that all Ohio students are treated fairly and uniformly, Recommendation #7 of the Student Loan Debt Advisory Group report is that state institutions adopt uniform certification practices that

emphasize transparency for both debtors and the AGO. The advisory group recommended that the Ohio Bursars Association, in partnership with the Ohio Association of Community Colleges and the Inter-University Council, facilitate this effort.

**Specifically, institutions were asked to develop uniform practices for collecting debt with attention to the type, content, and frequency of notices issued to students; and the fees and other collection costs applied to student debts.**

- 1. Please provide a chronological summary of notification practices your institution uses to notify students of debts owed? For example, does your institution email students to notify them of debt owed? Do you send repeated emails using a schedule? Do you only use a hardcopy letter? Does your institution require confirmation of receipt before certifying the debt to the AG? Do you task a human being with making phone calls to students before certifying debt? Please be specific about standards, timelines, and specific methods of communication.**

Youngstown State University uses emails, hard copy letters, and phone calls to notify students of debts owed. The university does not require confirmation of receipt of these notices before certifying debt to the Office of the Attorney General. Obtaining confirmations would be difficult if not impossible with university resources alone. Even the Office of Attorney General and its special counsel with better access to resources struggle to locate students. It is worth noting that the university does make a comprehensive effort to give students notice of their debt and performs in depth outreach to make students aware.

The following describes Youngstown State University debt notification standards, timelines, and specific methods of communication.

#### INTRODUCTION:

In advance of each semester, the Bursar Office develops a production calendar that plots key process dates which drive debt notification processes. The calendar includes billing dates, due dates, financial suspension dates, collections process dates, etc. with consideration for academic calendar, state and federal regulations, and any operational/business system limitations. The calendars are built following consistent structure semester to semester. The following is a chronological summary of notification practices reflective of the framework upon which the YSU production calendar is constructed.

#### REGISTERED STUDENT DEBT NOTIFICATIONS:

All YSU tuition and fee balances are essentially considered to be immediately due. Students who do not pay by the first payment deadline receives a late fee unless they formally enroll in an in-semester pay plan. Students are permitted to continue in a semester with a current semester balance (with limitations). Students are not permitted to carry balances into a future semester and are penalized by late fees for missed due dates.

- One Month Prior to Semester Start: Students are first **electronically billed (email)** for their upcoming semester balance one month prior to semester start. The full balance is due one week prior to semester start.

- In-Semester Pay Plan/Due Dates (Schedule provided with **electronic notices (email)** sent 7 days prior to each due date): Students who are unable to satisfy their balance in full can enter an in-semester pay plan any time during the semester. The balance is divided evenly over the remaining plan due dates of the semester (up to 4 installments in fall and Spring, 3 in Summer). Pay plan due dates are on the first day of each month. Depending on academic calendar, final pay plan due dates are scheduled prior to the first to ensure payment in full at least one business day prior to the start of the upcoming semester registration. Electronic notices of these due dates are sent 7 days prior to each due date.
- Unpaid Registered Students with No Pay Plan are **Electronically Billed (email)** Monthly: Active students who do not fully satisfy their balance nor enter a pay plan are electronically billed for payment in full with due dates coinciding with the in-semester pay plan due dates. Electronic billing notices are sent during the first or second week of each month according to the production schedule.
- Students who do not pay the university specified minimum (currently \$500) by the second billing due date of the semester are placed in a financial suspension process.
  - Financial Suspend process commences with an **email** and **letter** alert to students
  - Approximately 3 weeks after beginning the process a second **letter** is sent.
  - Approximately 2 weeks after the second **letter** is sent, a FINAL Notice of Financial Suspension letter is sent.
  - Students who are financially suspended receive a **letter** and **email**, Notice of Financial Suspension.
- Students with remaining balances at semester end flow into post-registration/post semester collections process.

#### POST-REGISTRATION DEBT COLLECTIONS- NOTIFICATIONS:

The Bursar Office runs processes to identify students with balances who are not currently registered once during the semester to capture students who have withdrawn and once at semester end. The student accounts identified in these processes enter the post registration collections process.

- **Letter** mailed upon identifying population of non-registered students with unresolved past due balances.
- Past Due **Email** sent within one week.
- Second **Letter** sent 4-6 weeks from first being identified as non-registered with balance.
  - Enters Phase 2 collections.
  - Letter provides OAG Acquisition date (usually 4-6 weeks from entry into Phase 2).
- Past Due **Email** follows within one week of entering Phase 2.
- Past due outreach is conducted by staff (human beings) throughout the process with a minimum of one **phone call** attempt per student. These efforts are conducted by collections support staff which typically includes the Collections Manager, Resolutions Analyst, Customer Service II, and student worker support staff.
- Additional **emails** are typically sent but timing is not built into process.
  - This is driven by volume of activity/personnel capacity.
- An additional **letter** may be sent but timing is not built into process.
  - This is driven by volume of activity/personnel capacity.
- At least one final **email** is sent in the final week before Attorney General acquisition of accounts.

## POST REGISTRATION PAY PLANS

- Students in post semester pay plans receive monthly invoices by **mail or email** if they elect for “E-billing”.
- ECSI, pay plan servicer, performs **phone and mail** outreach for students in 1-3 month past due status. It is understood that the phone outreach has a “**auto-dial**” feature with transition to human voice assistance. Students in these pay plan specifically consent once more to “auto-dial” contact on their pay plan documents.
- YSU staff sends **emails** and performs **human dialed** outreach prior to transitions of accounts to the Office of the Attorney General for state collections enforcement.

### **2. Per Recommendation 7 in the Attorney General report, best practices may include the National Association of College and University Business Officers Best Practices of Financial Responsibility Agreements with Students (Appendix D in the report). What, if any, efforts has your institution made to adopt uniform certification practices with peer institutions in the State of Ohio?**

Youngstown State University has had a very active role in Ohio higher education efforts to develop and adopt uniform certification practices. YSU’s Manager of Collections, Becky Jasinski, chaired a statewide Ohio Inter-University Council (IUC) committee to assess practices among 4-year public universities, make recommendations and develop draft standards. Ms. Jasinski led the effort to draft the proposal, which incorporated max/min standards that were identified through 4-year institution survey findings. IUC finalized a document and circulated it to the legal offices of all 4-year universities to obtain support/approval.

After securing approvals, the proposed standards document was forwarded to the Ohio Attorney General’s office for review/consideration. Following staff turnover in the OAG’s office following the 2018 elections, this issue had a resurgence when decision makers of the new OAG administration joined the fall 2019 Ohio Bursar Association meeting. Ms. Jasinski has again been called upon to participate in discussions in OAG work groups on this topic. There have since been statewide phone conferences on this topic, though overall progress has been temporarily disrupted due to the COVID-19 pandemic.

## **Section IV: Students Benefit**

When institutions save money, they ideally invest a portion of those savings into student benefits, such as reduced fees, increased institutional aid, quality improvements, etc.

For fiscal year 2020 only, please explain what, if anything, your institution is doing that is a new benefit for your students that is not already addressed above. Answers may be financial benefits or intangibles such as efforts to improve career counseling, undergraduate teaching, research, etc. If you have targeted financial aid for tuition, fees, room and board, books, technology or other expenses, please explain the focus of cost reduction.

During FY 2020, YSU developed a student-centric plan to augment student advising and counseling. In particular, YSU's FY 2021 budget established five (5) new full-time *Student Success Coordinator* staff positions—a 200% increase in the number of YSU student success staff. In addition, during FY 2020, YSU hired 4 new academic advisors to augment student advising efforts.

In FY 2020, YSU's expenditures for student scholarships totaled more than \$25.3 million, or roughly 12% of total university expenses. In addition, YSU's net total scholarship allowance in FY 2020 was \$29.6 million, or about 14% of total operating expenses.

Also during FY 2020, the YSU Foundation distributed some \$15.8 million in financial aid and scholarships to YSU students. This amount represents both savings to YSU students, as well as cost-avoidance for the University (because these scholarships are funded by the YSU Foundation, i.e., charitable gifts, and not by the University's general fund).

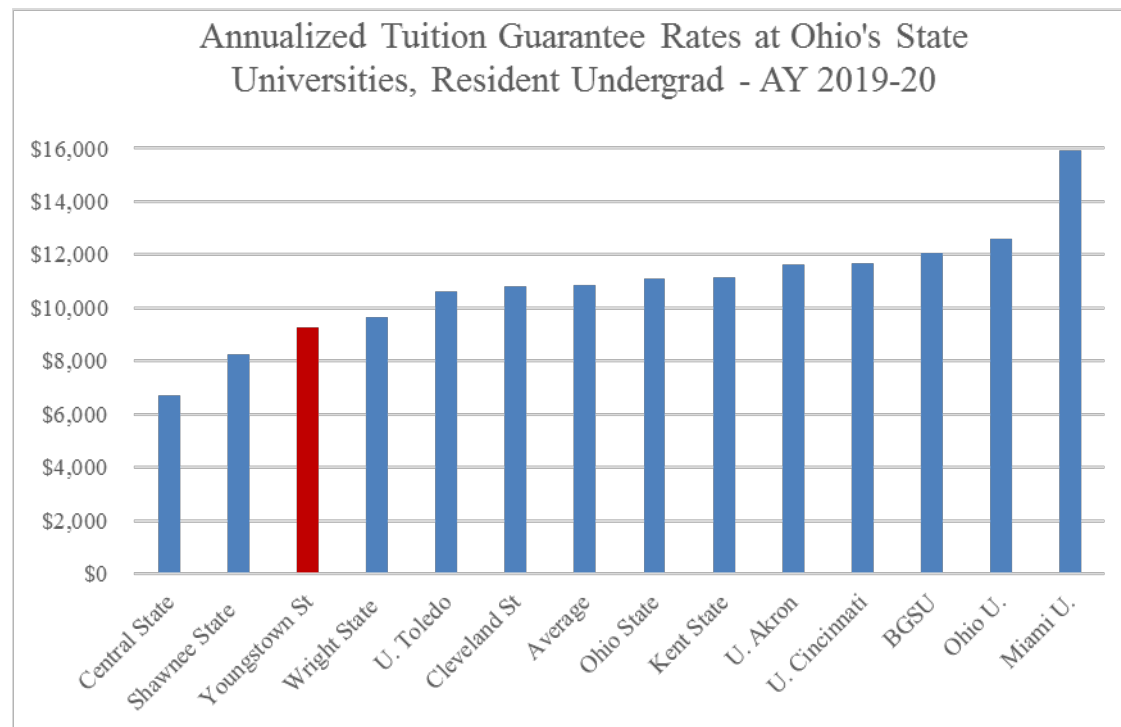
If you have seen a significant savings from an initiative in the past fiscal year, please describe that here.

Category	Initiative	FY20 (Actual)
Cost savings/avoidance to the institution in FY20 ONLY	Migration of ERP infrastructure to a cloud infrastructure and leveraging Kent State Database Services for ERP DBA support	\$42,182
	Technology Refresh (includes computer and multimedia classroom technology refresh)	\$330,000
	Janitorial Services Contract Renegotiation	\$307,197
	Supplier Rebates	\$41,544
New resource generation for the institution in FY20 ONLY	Rental income increase associated with YSU's ground lease with Hallmark Campus Communities for Edge Student Housing phase 3.	\$83,470
	Commercial Card Rebate Incentive (IUC contract)	\$90,216
	Academic Partnerships Online Programs expansion	\$270,528
	Sale of surplus office and classroom furniture and equipment	\$6,079
Cost savings/avoidance to students in FY20 ONLY	Student refunds associated with the COVID-19 shutdown	\$2,844,279
	YSU Foundation Emergency Financial Aid (COVID-19)	\$333,333
	YSU CARES Emergency Student Aid Grants (COVID-19)	\$3,200,000
	Increase in YSU Foundation student aid support	\$739,687
	Academic Partnerships Online Programs fee restructure	\$108,211
	International Student Health Insurance RFP	\$39,852
	Due to the COVID-19, certain fees were not assessed to students for the summer 2020 semester, including the Student Health Center fee, late fees and certain course fees.	\$514,969

### Additional Practices

Some IHE's may implement practices that make college more affordable and efficient, but which have not been the topic of a specific question in this reporting template. This section invites your institution to share any positive practices you have implemented that benefit student affordability and/or institutional efficiency. Please share any additional best practices your institution is implementing or has implemented.

**YSU's commitment to student affordability is perhaps best evidenced by the fact that its undergraduate tuition is among the lowest in the state of Ohio. In fact, YSU's in-state undergraduate tuition is approximately 15% below the statewide average; and the only two universities with tuition lower than YSU—Central State and Shawnee State—both receive special supplemental state funding specifically purposed to keep their tuition low. Yet despite its comparatively low tuition, YSU has continued to demonstrate its commitment to student affordability by increasing scholarship spending. Indeed, YSU's scholarship and aid programs have resulted in an out-of-pocket tuition expense that, on average, is roughly 30% below the tuition "sticker price."**



Perhaps the clearest indication of YSU's commitment to institutional efficiency lies in the fact that YSU's salaries for staff and administrators are consistently below statewide averages in nearly all categories, as reported in annual CUPA-HR surveys and as depicted in the table below.

<b>CUPA-HR Survey of Ohio Public University Administrator Salaries (2018-19)</b>					
<b>Position Title</b>	<b>YSU as % of State Avg</b>	<b>Position Title</b>	<b>YSU as % of State Avg</b>	<b>Position Title</b>	<b>YSU as % of State Avg</b>
Chief Athletics Admr	39%	Dean Graduate School	70%	Bursar	85%
Chief Camp Marketing Admr	53%	Chief Camp State/Local Govt/LegisLiaison	70%	Chief Acctg Officer/Controller	86%
Chief Instl Rsrch Officer	54%	Chief Facilities Officer	71%	Dean Health-Related Profs	86%
Dean Honors Prgm	55%	Chief Std Admsns Officer	73%	Chief Camp IT Sec Admr	86%
Dean Business	58%	Chief Camp Study-Abroad Admr	73%	Chief Camp Std Activities Admr	88%
Chief Std Affrs/Std Life Officer	58%	Chief Camp Sec Admr/Police Chief	74%	Chief Camp Std Housing Admr	88%
Chief Business Officer	59%	Dep Chief Facil Officer	74%	Chief Camp Std Counseling CtrAdmr	88%
CEO-Single Inst/Campus withinSystem	60%	Chief Camp Career Servs Admr	75%	Chief Camp HR Info Sys Admr	89%
Chief Camp Alumni Affrs Admr	61%	Chief Diversity Officer	75%	Dean Liberal Arts	92%
Chief Research Officer	62%	Chief Info/IT Officer	76%	A/A Dean Health-Related Profs	92%
Dep Chief HR Officer	62%	Chief Std Registr/Records Officer	78%	A/A Dean Fine Arts	92%
Chief HR Officer	64%	Dean Sciences	78%	Chief Camp Telecom/Netwkg Admr	92%
Chief Acad Affrs Officer/Provost	64%	Chief Purchasing Officer	80%	Chief Online Education Admr	95%
Dean Education	65%	Assoc Provost	81%	Chief Std Financial Aid Officer	96%
Chief Pub Rel/Comm Officer	65%	Dean Fine Arts	81%	Chief Equal Opportunity/AA Officer	99%
Chief Legal Affrs Officer	67%	A/A Dean Education	83%	Chief Camp Continuing Ed Admr	100%
Dep Chief Athl Officer	69%	Chief Camp Acad Comput/InstrlTechn Admr	84%	Chief Camp Parking/TransportAdmr	111%
Chief Enroll Mgmt Officer	69%	A/A Dean Arts and Letters / Liberal Arts	84%	Chief Camp Intl Studies Ed Admr	122%
Chief Camp Risk Mgmt andInsurance Admr	70%	Chief Camp Std Ctr Admr	84%		

## Section V: Future Goals

This year's template does not require updates on every recommendation of the Task Force. Nonetheless, it is important that each institution continue to track its progress on achieving its Five-year goals that have been identified in prior years' submissions. An updated copy of the five-year goal template is attached. Please provide the data to complete the template, including information already provided in Section IV. In addition, if you have any updates or changes that need to be made to your five-year goals submitted in 2016, please update.

See attached MasterRecommendation2 Template to complete.

The DeWine-Husted administration recognizes that each institution of higher education in Ohio faces unique challenges and opportunities with respect to the institution's highest priority goals over the next several years. With that in mind, please provide any suggestions about possible roles the state could play in supporting your institutional goals.

1. Please provide your thoughts and suggestions regarding ways that the State of Ohio can further support strength, resiliency and reputational excellence in Ohio's post-secondary education system.
  - a. **It is imperative that the State of Ohio preserve and maintain one of its greatest assets—its diverse system of public higher education. The highly-educated graduates of Ohio's state universities continue to serve as the single most important element for the state's long-range economic viability. In this vein, state funding for higher education must be prioritized and, to the greatest extent possible, restored to pre-COVID funding levels, lest Ohio fall further behind vis-à-vis the education gap.**
  
2. What legislative obstacles or policy roadblocks, if any, inhibit efficiencies and affordability practices at the IHE's?
  - a. **The existing requirement to seek the Chancellor's approval for fee waivers slows down universities' efforts to reduce tuition and fees for certain student cohorts. Ohio's policy on waivers could be more narrowly applied to prohibit waiving fees arbitrarily and for unethical reasons, e.g., nepotism.**
  
  - b. **There exist barriers to monetizing assets. In order for an IHE to sell or lease property, for example, state rules presently require reviews and approvals of multiple state entities, including the Department of Administrative Services, the Attorney General's Office, and the Governor's Office—a process that takes months, even years to complete.**
  
  - c. **State policymakers should consider legislation to promote and enable regional or even statewide collaboration among state of Ohio entities with regard to employee healthcare insurance coverage. This would enhance the ability of state employers to leverage lower healthcare benefit costs through greater volume.**

Thank you for completing the FY20 Efficiency Reporting Template. We appreciate the important role Ohio's colleges and universities play in supporting Ohio students, economic growth, world-class research and the overall success for our state.



**MASTER RECOMMENDATION 2: FIVE-YEAR GOAL FOR INSTITUTIONAL EFFICIENCY SAVINGS AND NEW RESOURCE GENERATION**

**YOUNGSTOWN STATE UNIVERSITY**

Category	Recommendation	Component	Description	FY 2017 (Actual)	FY 2018 (Actual)	FY 2019 (Actual)	FY 2020 (Actual)	FY 2021 (Estimate)	Subtotal	Budget Narrative/Explanation of Efficiency Savings \$\$ (attach additional sheets if necessary)
Efficiency Savings	3B	Collaborative contracts	Savings linked to contracts shared with the IUC and other collaborations	\$199,114	\$1,617,247	\$2,002,658	\$3,960,365	\$3,500,000	\$11,279,384	BOT passed resolution in 2017 requiring use of standard contracts. Most savings resulting from IUC-PG joint contracts.
	5C	Organizational structure	Each institution should review its organizational structure in line with best practices to identify opportunities to streamline and reduce costs	\$1,100,000	\$1,596,115	\$1,596,115	\$1,596,115	\$1,596,115	\$7,484,460	Base savings from President Tressel's 2015 re-organization of YSU management and executive staff structures. Savings represents salaries and estimated fringe benefits.
	5D	Health care costs	Like other employers, colleges and universities, have experienced rapid growth in health care costs	\$1,600,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,600,000	Estimated savings from YSU plan design changes.
	5E	Data Centers	YSU had entered into a reciprocity agreement with the University of Akron to share data center space and is currently negotiating with Cleveland State University for a	\$0	\$17,000	\$17,000	\$17,000	\$17,000	\$68,000	
	N/A	Energy	Energy savings	\$2,855,607	\$9,242,446	\$4,281,012	\$4,100,000	\$4,100,000	\$24,579,065	Includes savings from YSU having built steam utility plant, as well as other utility system upgrades YSU has made to address deferred infrastructure maintenance.
	6A	Textbook Affordability	Savings to students via negotiated costs of materials; standardizing materials; developing digital capabilities; Barnes & Noble; and YSU investment	\$326,421	\$1,141,138	\$843,294	\$773,537	\$775,000	\$3,859,390	
	7A	Graduation Incentive	Change in bulk tuition rate (estimated student savings)	\$1,720,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$8,520,000	Base and ongoing savings to students
	N/A	Additional Efficiency Practices	Increased scholarships for students	\$26,027,022	\$28,791,176	\$30,888,809	\$29,584,588	\$29,000,000	\$144,291,595	YSU's scholarship allowance is reported on YSU's audited financial statements and represents actual savings to students receiving scholarships and aid.
	ORC	Regional Compacts	Various compacts with other higher ed. institutions in northeast Ohio.	\$0	\$380,200	\$1,799,757	\$1,475,514	\$2,000,000	\$5,655,471	See Compacts section of report template.
<b>Subtotal Efficiency Savings</b>				<b>\$33,828,164</b>	<b>\$44,985,322</b>	<b>\$43,628,645</b>	<b>\$43,707,119</b>	<b>\$43,188,115</b>	<b>\$209,337,365</b>	
Category	Recommendation	Component	Description	FY 2017 (Actual)	FY 2018 (Actual)	FY 2019 (Actual)	FY 2020 (Actual)	FY 2021 (Estimate)	Subtotal	Budget Narrative/Explanation of New Resource Generation \$\$ (attach additional sheets if necessary)
New Resource Generation	4A	Asset Review	Conduct an assessment of non-core assets to determine their market value if sold. Leased or otherwise repurposed.	\$19,378,333	\$19,378,333	\$19,378,333	\$23,000,000	\$23,000,000	\$104,134,999	Estimated cost-avoidance to YSU for allowing private developers build and operate on-campus student housing.
	4C	Affinity partnerships and sponsorships	Affinity Partnership with the YSU Foundation	\$57,900,000	\$35,281,000	\$94,739,963	\$110,000,000	\$125,000,000	\$422,920,963	Affinity Partnership with the YSU Foundation, which successfully has raised millions of dollars as part of the We See Tomorrow Campaign. Amt reported is cumulative, not annual.
	4C	Affinity partnerships and sponsorships	Sponsorships and other affinity agreements	\$88,190	\$107,071	\$2,312,530	\$2,069,982	\$2,200,000	\$6,777,773	YSU has a wide variety of external sponsors, largely for YSU Athletic events and programs, and an Affinity Agreement with Mercy Health, which operates YSU's Student Health Clinic on campus. (Large increase in FY19 reflects opening of Mercy-operated health clinic.)
	<b>Subtotal New Resource Generation</b>				<b>\$77,366,523</b>	<b>\$54,766,404</b>	<b>\$116,430,826</b>	<b>\$135,069,982</b>	<b>\$150,200,000</b>	<b>\$533,833,735</b>
<b>TOTAL OF COMBINED INSTITUTIONAL OPPORTUNITIES FOR ENHANCED STUDENT AFFORDABILITY</b>				<b>\$ 111,194,687</b>	<b>\$ 99,751,726</b>	<b>\$ 160,059,471</b>	<b>\$ 178,777,101</b>	<b>\$ 193,388,115</b>	<b>\$ 743,171,100</b>	

**SPECIFIC RE-DEPLOYMENT OF SAVINGS TO STUDENTS: Please use the area below to describe, in detail, how you plan to re-deploy the institutional resources that are saved and/or generated through the task force components outlined above to reduce costs for students.**

YSU will continue to invest in student scholarships to make college more affordable for students, and to mitigate the debt burden from students and parents. YSU's commitment to scholarships is evident in the numbers reported above. In addition, savings and efficiencies that YSU has generated will enable YSU to maintain one of the most affordable tuition rates in the state and region -3rd lowest in the state of Ohio, and well below the state and national averages. Furthermore, the savings and efficiencies YSU has generated will continue to enable YSU to invest in the many initiatives and programs outlined in the Efficiency Report.

**SIGNIFICANT CHANGE(S) IN 5-YEAR GOALS FROM FY16 SUBMISSION TO FY17 SUBMISSION: Please use the area below to describe, in detail, significant deviation in your institution's 5-year goals from the FY16 submission to the FY17 submission, if applicable.**

Changes from year to year may result from the fact that staff contributions to this annual report will often change from year to year, due to employee turnover, updated methodologies for calculating or estimated savings, etc. Additionally, the methodologies used in calculating savings and efficiency estimates are evaluated each year and refined, as may be appropriate and as new information becomes available to YSU's data reporters.

# Youngstown State University, FY 2020 Year-End Summary

December 3, 2020

## FY 2020 Year-End Recap\*

		<u>% of Total</u>
General fund ending balance ^	\$18,089	1%
Auxiliaries ending fund balances:		
Andrews Rec Center	255,590	12%
Housing Services & Kilcawley Center	1,083,167	49%
Intercollegiate Athletics	118,808	5%
Parking Services	713,721	33%
<b>Total ending balance</b>	<b><u><u>\$2,189,375</u></u></b>	<b>100%</b>

\*Ending balances reconciled to reflect actual revenues and expenses in each fund listed.

^ The general fund balance of \$18,089 reflects a \$354,865 accounting adjustment to reverse the use of federal CARES Act dollars to partially offset state funding cuts in FY 2020.

## Proposed allocation of FY 2020 year-end balance\*\*

		<u>% of Total</u>
1. Student Affairs Renewal & Replacement funds	\$725,000	33%
2. Parking Services Renewal & Replacement plant fund	572,728	26%
3. Debt Service Reserve	425,000	19%
4. Office of Academic Affairs Renewal & Replacement fund	380,842	17%
5. Strategy support for <i>Plan to Take Charge of Our Future</i>	85,805	4%
<b>Total allocation of FY 2020 year-end balance</b>	<b><u><u>\$2,189,375</u></u></b>	<b>100%</b>

\*\*See narrative on next page for more information about this proposed allocation.

## Background on proposed allocation of FY 2020 year-end balance

1. **Student Affairs Renewal & Replacement funds.** This transfer will support future capital improvements, facility maintenance and equipment replacement for certain university auxiliaries, including YSU-owned residence and dining halls, the Andrews Wellness & Rec Center and Kilcawley Center. It is an established best practice to allow auxiliary units to carry-forward year-end balances for future capital improvements, especially because auxiliary facilities are not eligible for state of Ohio capital funding, which are restricted to instructional and educational spaces. This transfer is especially necessary in light of the fact that each auxiliary's carry-forward balance was reduced by 84% last year to cover a shortfall in the general fund.
2. **Parking Services Renewal & Replacement plant fund.** As part of its annual operating budget plan, Parking Service each year budgets a reserve fund, representing planned revenues over planned expenses, and which is earmarked for future maintenance and repairs. This is an important strategy because, as a university auxiliary, parking facilities are not eligible for state of Ohio capital funding, which are restricted to instructional and educational spaces. This transfer will fulfill that strategy and support future capital improvements to YSU parking facilities, including planned maintenance on the Wick Avenue garage, and the inevitable demolition and replacement of the 5<sup>th</sup> Avenue garage. (This transfer is especially necessary in light of the fact that each auxiliary's carry-forward balance was reduced by 84% last year to cover a shortfall in the general fund.)
3. **Debt Service reserve.** The university has outstanding some \$80 million in bonded indebtedness. Consequently, the university is scheduled to make annual debt service payments averaging \$4.4 million per year through the year 2038. The university's debt service coverage strategy has partially relied upon gifts and pledges from donors wishing to support construction projects funded by debt, such as the Williamson College of Business Administration, the Watson And Tressel Training Site, and the Veterans Resource Center. As these gift funds are now beginning to dwindle, the university must set aside additional local funding to ensure debt service coverage.
4. **Office of Academic Affairs Renewal & Replacement fund.** This transfer will provide support for future capital improvements to academic spaces, equipment installation and maintenance, and/or replacement of instructional and scientific equipment. It is anticipated that a portion of these funds may be used to support equipment start-up costs at the new Excellence Training Center. While this proposed transfer is comparatively less than the auxiliary R&R transfers listed above, capital improvements to academic space have largely been funded by state of Ohio capital appropriations. For instance, the most recent state capital bill (H.B. 529) appropriated (and re-appropriated) to YSU a total of \$17.5 million in capital funding specifically earmarked for academic buildings, classrooms and labs.
5. **Strategy support funding.** To the greatest extent possible, the University must set aside funding to support the new strategic plan. Accordingly, this transfer will support the implementation phase of the *Plan for Strategic Actions to Take Charge of Our Future*.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO APPROVE  
INTERFUND TRANSFERS**

**WHEREAS**, University Policy Number 3356-3-11.1, Budget Transfers, requires Board of Trustees approval for inter-fund transfers of \$100,000 or more for operating purposes or for any purpose other than a specific capital improvement project, for capital improvements or construction projects of \$500,000 or more, and for transfers out of operating reserves regardless of amount; and

**WHEREAS**, certain accounting and budget adjustments and transfers outside the operating budget are necessary during the course of a fiscal year and at the end of a fiscal year.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the transfer of funds, as detailed in Exhibit \_\_.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**



**YOUNGSTOWN STATE UNIVERSITY**  
**Interfund Transfers Requiring Board Approval**  
**Transfers Outside of the Operating Budget**  
**Requested Transfers for Second Quarter FY2021**

FROM	TO	AMOUNT	REASON
<i>Operating Carryforward Fund</i>			<i>Transfer FY20 year end operating excess of \$2,189,375.</i>
	<i>Various Funds</i>		
	Kilcawley Center Plant Reserve (Auxiliary Plant Fund)	\$650,000	
	Parking Services Plant Reserve (Auxiliary Plant Fund)	\$572,728	
	Debt Service Reserve - General Fund (Unrestricted Plant Fund)	\$425,000	
	Academic Affairs Renewal & Replacement Fund (Unrestricted Plant Fund)	\$380,842	
	Strategic Initiatives (Designated Fund)	\$85,805	
	Kilcawley Repairs & Maint Reserve (Auxiliary Plant Fund)	\$24,000	
	Andrews Rec/Well Ctr Plant Reserve (Auxiliary Plant Fund)	\$21,000	
	Rec Center Improvements & Repairs (Auxiliary Plant Fund)	\$15,000	
	Rec Center Equipment Replacement Reserve (Auxiliary Plant Fund)	\$15,000	
<b>Other</b>			
Parking Services (Auxiliary Fund)	M30 & M60 Parking Deck Renovations (Auxiliary Plant Fund)	\$700,000	Transfer to fund deck projects.
Cafaro Field (Unrestricted Plant Fund)	General Fund Plant Reserve (Unrestricted Plant Fund)	\$366,745	Transfer residual project funds to reserve fund.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

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

**3356-4-44 Unmanned Aircraft (Drones and Model Aircraft) Policy**

This policy has been modified to clarify that the policy applies to all YSU activity on and off campus property in paragraph (E) 1. Minor formatting changes have been made to paragraphs (E) 2, 5, 8-10.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**



**RESOLUTION TO MODIFY  
UNMANNED AIRCRAFT (DRONES AND MODEL AIRCRAFT) POLICY,  
3356-4-44**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Unmanned Aircraft (Drones and Model Aircraft) 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 Unmanned Aircraft (Drones and Model Aircraft), policy number 3356-4-44, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**3356-4-44 Unmanned aircraft (drones and model aircraft).**

~~Previous Policy Number:~~ **New**

Responsible Division/Office: Environmental and Occupational Health and Safety

Responsible Officer: VP for Finance and Business Operations

Revision History: August 1997; June 2010; March 2015; December 2015; ~~October 2020~~ December 2020

Board Committee: Finance and Facilities

**Effective Date:** ~~December 16, 2015~~ December 3, 2020

Next Review: ~~2020~~ 2025

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- (A) Policy statement. The operation of unmanned aircraft systems (“UAS”), including drones and model aircraft, is regulated by the federal aviation administration (“FAA”) and relevant state law. Youngstown State University (“university”) seeks to permit UAS’s to be utilized productively in a manner that fully meets institutional, legal, public safety, and ethical responsibilities.
- (B) Purpose. To provide direction to anyone seeking to operate a UAS or model aircraft on or above university property or as part of university employment or university activities.
- (C) Scope. This policy applies to:
- (1) Employees, students, and student groups operating UAS’s in any location as part of their university employment or as part of university activities;
  - (2) The operation by any person of UAS’s or model aircraft on or above Youngstown state university property;
  - (3) The purchase of UAS’s with funding through the university, including university accounts, grants, or Youngstown state university foundation accounts; and
  - (4) The hiring or contracting for any UAS services by a university department, office, or unit.



(D) Definitions.

- (1) “University property.” Buildings, grounds, and land that are owned, leased, licensed or otherwise controlled by the university, including but not limited to any university air rights recognized by federal or state law.
- (2) “Unmanned aircraft system (UAS), unmanned aircraft (UA), or drone.” Any unmanned aerial vehicle and all of the associated support equipment, control station, data links, telemetry, communications, and equipment necessary to operate the unmanned aerial vehicle from a distance of more than one foot via tether or remote control, including but not limited to drones, planes, model aircraft, helicopters, blimps, balloons, or kites. For purposes of this policy, collectively referred to as UAS.
- (3) “Certificate of authorization (COA) or waiver.” An authorization issued by the air traffic organization (“ATO”) of the FAA to an operator for a specific UAS activity. A certificate of authorization may contain provisions or limitations to ensure the UAS can operate safely with other airspace users.
- (4) “333 exemption.” An FAA exemption based on section 333 of the FAA Modernization and Reform Act of 2012 (“FMRA”) which grants the secretary of transportation the authority to determine whether an airworthiness certificate is required for a UAS to operate safely in the national airspace system.
- (5) “Model aircraft.” Equipment used only for hobby and recreation purposes and not for commercial purposes.
- (6) “Operator.” The pilot or individual who is controlling, maneuvering, or commanding a drone, unmanned aircraft, unmanned aircraft system, or model aircraft.

(E) Procedures.

- (1) Any individual or group, including university employees, students and student groups, seeking to operate a model aircraft or UAS ~~on university property~~ is responsible for obtaining all required documentation and approvals for compliance with FAA

regulations, state and federal laws and university policies. [This policy applies to YSU operations both on and off campus.](#)

- (2) The university's office of environmental and occupational health and safety ("EOHS") shall be responsible for university procedures, approvals, and instructions regarding UAS and model aircraft operation on university property and for UAS operation pursuant to university employment or university activities. Operators should contact EOHS for applicable forms and procedures.
  - a. [Operator must request prior approval from the EOHS at least two weeks in advance of the proposed use of the UAS using the YSU UAS \(Drone\) Use Application. Approval will require submission of a flight plan, including date, time and duration of flight, as well as the operational area.](#)
  - b. [Operator must possess a copy of the approved YSU UAS Operations Application at all times during flight activity, and present to YSUPD or University representatives upon request.](#)
  - c. [If required, operator must obtain and provide a copy of the FAA authorization to operate a UAS. Instructions for seeking FAA approval and safe operation information are available at \[www.faa.org/uas\]\(http://www.faa.org/uas\) and \[knowbeforeyoufly.org\]\(http://knowbeforeyoufly.org\)](#)
  - d. [UAS must only be operated by an employee as part of their employment or student as part of an academic/research program.](#)
- (3) Any use of UAS or model aircraft over university property other than by university students, employees, or vendors, as part of university employment or activities, is only allowed after receiving written approval from the EOHS, and is only permitted pursuant to a written agreement which holds the university harmless from any resulting claims or harm to individuals and damage to university property and provides proof of insurance as required by EOHS.
- (4) If UAS's are being used to obtain photos, video, or sound for non-university commercial purposes, university commercial use policies must also be followed. In addition to all other requirements, permission for such use must be granted in writing from the office of marketing and communications.

- (5) UAS's shall be operated in a responsible manner and shall not create a hazard to university owned or controlled property, the university community, or the public at any time, and shall not be operated in a way that disrupts instruction or unduly affects the environment of people in or passing through a common space, those working or studying within a building, or those entering, exiting or otherwise making their way about a facility.
    - a. UAS may not operate over areas of assembly, stadium, or populated areas without specific, prior approval from EOHS.
  - (6) In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable measures to avoid violations of areas normally considered private and the unauthorized interception or recording of images, electronic communications and electronic data.
  - (7) Any person who observes the use of any UAS or model aircraft on university property should immediately notify the university police department at 330-941-3527.
  - (8) UAS purchase must be coordinated with YSU Procurement to ensure purchasing compliance, compliance with export controls, and weight and wingspan limits for insurance coverage.
  - (9) YSU Owned UAS must be securely stored when not in use and a check-out log maintained when UAS is in use.
  - (10) Because the YSU campus is near the Youngstown/Warren ~~Regional airport~~ Regional airport notification may be required.
- (F) Prohibited uses.
- (1) UAS's and model aircraft shall not be used to monitor or record areas where there is a reasonable expectation of privacy in accordance with university policy and social norms. These areas include but are not limited to restrooms, locker rooms, individual residential rooms, changing or dressing rooms, and healthcare rooms.

- (2) UAS's and model aircraft shall not be used to monitor the inside of university facilities, including but not limited to campus daycare facilities.
  - (3) UAS's and model aircraft shall not be used to monitor or record sensitive or personal information that may be found, for example, in an individual's workspaces, on computer, or other electronic displays.
- (G) Violations.
- (1) Any violations of this policy will be dealt with in accordance with applicable university policies and procedures, which may include disciplinary actions up to and including termination from the university for employees and sanctions for students up to and including expulsion from the university.
  - (2) Legal prohibitions regarding physical presence on campus, such as trespass, and other legal action may also be pursued against third parties that operate a UAS or model aircraft in violation of this policy.
  - (3) Fines or damages incurred by individuals or units that do not comply with this policy will not be paid by the university and will be the responsibility of those persons involved.

**3356-4-44 Unmanned aircraft (drones and model aircraft).**

Responsible Division/Office: Environmental and Occupational Health and Safety  
Responsible Officer: VP for Finance and Business Operations  
Revision History: August 1997; June 2010; March 2015; December 2015; December 2020  
Board Committee: Finance and Facilities  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. The operation of unmanned aircraft systems (“UAS”), including drones and model aircraft, is regulated by the federal aviation administration (“FAA”) and relevant state law. Youngstown State University (“university”) seeks to permit UAS’s to be utilized productively in a manner that fully meets institutional, legal, public safety, and ethical responsibilities.
- (B) Purpose. To provide direction to anyone seeking to operate a UAS or model aircraft on or above university property or as part of university employment or university activities.
- (C) Scope. This policy applies to:
- (1) Employees, students, and student groups operating UAS’s in any location as part of their university employment or as part of university activities;
  - (2) The operation by any person of UAS’s or model aircraft on or above Youngstown state university property;
  - (3) The purchase of UAS’s with funding through the university, including university accounts, grants, or Youngstown state university foundation accounts; and
  - (4) The hiring or contracting for any UAS services by a university department, office, or unit.
- (D) Definitions.

- (1) “University property.” Buildings, grounds, and land that are owned, leased, licensed or otherwise controlled by the university, including but not limited to any university air rights recognized by federal or state law.
  - (2) “Unmanned aircraft system (UAS), unmanned aircraft (UA), or drone.” Any unmanned aerial vehicle and all of the associated support equipment, control station, data links, telemetry, communications, and equipment necessary to operate the unmanned aerial vehicle from a distance of more than one foot via tether or remote control, including but not limited to drones, planes, model aircraft, helicopters, blimps, balloons, or kites. For purposes of this policy, collectively referred to as UAS.
  - (3) “Certificate of authorization (COA) or waiver.” An authorization issued by the air traffic organization (“ATO”) of the FAA to an operator for a specific UAS activity. A certificate of authorization may contain provisions or limitations to ensure the UAS can operate safely with other airspace users.
  - (4) “333 exemption.” An FAA exemption based on section 333 of the FAA Modernization and Reform Act of 2012 (“FMRA”) which grants the secretary of transportation the authority to determine whether an airworthiness certificate is required for a UAS to operate safely in the national airspace system.
  - (5) “Model aircraft.” Equipment used only for hobby and recreation purposes and not for commercial purposes.
  - (6) “Operator.” The pilot or individual who is controlling, maneuvering, or commanding a drone, unmanned aircraft, unmanned aircraft system, or model aircraft.
- (E) Procedures.
- (1) Any individual or group, including university employees, students and student groups, seeking to operate a model aircraft or UAS is responsible for obtaining all required documentation and approvals for compliance with FAA regulations, state and federal laws and

university policies. This policy applies to YSU operations both on and off campus.

- (2) The university's office of environmental and occupational health and safety ("EOHS") shall be responsible for university procedures, approvals, and instructions regarding UAS and model aircraft operation on university property and for UAS operation pursuant to university employment or university activities. Operators should contact EOHS for applicable forms and procedures.
  - a. Operator must request prior approval from the EOHS at least two weeks in advance of the proposed use of the UAS using the YSU UAS (Drone) Use Application. Approval will require submission of a flight plan, including date, time and duration of flight, as well as the operational area.
  - b. Operator must possess a copy of the approved YSU UAS Operations Application at all times during flight activity, and present to YSUPD or University representatives upon request.
  - c. If required, operator must obtain and provide a copy of the FAA authorization to operate a UAS. Instructions for seeking FAA approval and safe operation information are available at [www.faa.org/uas](http://www.faa.org/uas) and [knowbeforeyoufly.org](http://knowbeforeyoufly.org)
  - d. UAS must only be operated by an employee as part of their employment or student as part of an academic/research program.
- (3) Any use of UAS or model aircraft over university property other than by university students, employees, or vendors, as part of university employment or activities, is only allowed after receiving written approval from the EOHS, and is only permitted pursuant to a written agreement which holds the university harmless from any resulting claims or harm to individuals and damage to university property and provides proof of insurance as required by EOHS.

- (4) If UAS's are being used to obtain photos, video, or sound for non-university commercial purposes, university commercial use policies must also be followed. In addition to all other requirements, permission for such use must be granted in writing from the office of marketing and communications.
  - (5) UAS's shall be operated in a responsible manner and shall not create a hazard to university owned or controlled property, the university community, or the public at any time, and shall not be operated in a way that disrupts instruction or unduly affects the environment of people in or passing through a common space, those working or studying within a building, or those entering, exiting or otherwise making their way about a facility.
    - a. UAS may not operate over areas of assembly, stadium, or populated areas without specific, prior approval from EOHS.
  - (6) In operating a UAS for purposes of recording or transmitting visual images, operators must take all reasonable measures to avoid violations of areas normally considered private and the unauthorized interception or recording of images, electronic communications and electronic data.
  - (7) Any person who observes the use of any UAS or model aircraft on university property should immediately notify the university police department at 330-941-3527.
  - (8) UAS purchase must be coordinated with YSU Procurement to ensure purchasing compliance, compliance with export controls, and weight and wingspan limits for insurance coverage.
  - (9) YSU Owned UAS must be securely stored when not in use and a check-out log maintained when UAS is in use.
  - (10) Because the YSU campus is near the Youngstown/Warren Regional airport notification may be required.
- (F) Prohibited uses.



- (1) UAS's and model aircraft shall not be used to monitor or record areas where there is a reasonable expectation of privacy in accordance with university policy and social norms. These areas include but are not limited to restrooms, locker rooms, individual residential rooms, changing or dressing rooms, and healthcare rooms.
  - (2) UAS's and model aircraft shall not be used to monitor the inside of university facilities, including but not limited to campus daycare facilities.
  - (3) UAS's and model aircraft shall not be used to monitor or record sensitive or personal information that may be found, for example, in an individual's workspaces, on computer, or other electronic displays.
- (G) Violations.
- (1) Any violations of this policy will be dealt with in accordance with applicable university policies and procedures, which may include disciplinary actions up to and including termination from the university for employees and sanctions for students up to and including expulsion from the university.
  - (2) Legal prohibitions regarding physical presence on campus, such as trespass, and other legal action may also be pursued against third parties that operate a UAS or model aircraft in violation of this policy.
  - (3) Fines or damages incurred by individuals or units that do not comply with this policy will not be paid by the university and will be the responsibility of those persons involved.



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**RESOLUTION TO MODIFY  
FIFTEEN-YEAR PLAN FOR ENERGY EFFICIENCY AND  
CONSERVATION PROJECTS POLICY, 3356-1-12**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Fifteen-year Plan for Energy Efficiency and Conservation Projects 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 Fifteen-year Plan for Energy Efficiency and Conservation Projects, policy number 3356-1-12, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**Board of Trustees Meeting  
December 3, 2020  
YR 2021-**

**3356-1-12      Fifteen-year plan for energy efficiency and conservation projects.**

Responsible Division/Office: Facilities  
Responsible Officer: VP for Finance and Business Operations  
Revision History: June 2009; December 2020  
Board Committee: ~~University Affairs~~ Finance and Facilities  
Effective Date: ~~March 13, 2015 (SB3 re-filing)~~ December 3, 2020  
~~Original Effective Date: December 29, 2008 (refer to June 2009 BOT)~~  
Next Review: ~~2020~~ 2025

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- (A) The statutory requirements of Ohio House Bill 251 of the 126<sup>th</sup> general assembly call for an overall reduction in energy use of twenty per cent by 2014, relative to use levels of 2004.
- (B) ~~Ohio House Bill 251~~ Pursuant to section 3345.69 of the Ohio revised code, ~~also requires that~~ the board of trustees of each state university is required to develop ~~its own~~ a fifteen-year plan for phasing in energy efficiency and conservation projects.
- (C) Youngstown state university has developed a fifteen-year plan (“plan”) for phasing in energy efficiency and conservation projects, which is available at the university office of facilities.
- ~~(D)~~ Projects completed under the plan have already satisfied the reductions in energy use specified in Ohio House Bill 251.
- (E) The plan allows for continued success at the university in energy efficiency and conservation.

*Note: This policy/rule was originally filed, along with the Fifteen-Year Plan (as Appendix 308913), with the Ohio Legislative Service Commission as Rule 3356-1-14-15 effective 9-27-10.*

**3356-1-12 Fifteen-year plan for energy efficiency and conservation projects.**

Responsible Division/Office: Facilities  
Responsible Officer: VP for Finance and Business Operations  
Revision History: June 2009; December 2020  
Board Committee: Finance and Facilities  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) The statutory requirements of Ohio House Bill 251 of the 126<sup>th</sup> general assembly call for an overall reduction in energy use of twenty per cent by 2014, relative to use levels of 2004.
- (B) Pursuant to section 3345.69 of the Ohio revised code, the board of trustees of each state university is required to develop a fifteen-year plan for phasing in energy efficiency and conservation projects.
- (C) Youngstown state university has developed a fifteen-year plan (“plan”) for phasing in energy efficiency and conservation projects, which is available at the university office of facilities.
- (D) Projects completed under the plan have already satisfied the reductions in energy use specified in Ohio House Bill 251.
- (E) The plan allows for continued success at the university in energy efficiency and conservation.

*Note: This policy/rule was originally filed, along with the Fifteen-Year Plan (as Appendix 308913), with the Ohio Legislative Service Commission as Rule 3356-1-14-15 effective 9-27-10.*



**RESOLUTION TO MODIFY  
DEVELOPMENT AND ASSESSMENT OF STUDENT TUITION AND FEES  
POLICY, 3356-3-02**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Development and Assessment of Student Tuition and Fees 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 Development and Assessment of Student Tuition and Fees, policy number 3356-3-02, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**3356-3-02      Development and assessment of student tuition and fees.**

~~Previous Policy Number: 3002.02~~

Responsible Division/Office: Finance and Business Operations

Responsible Officer: VP for Finance and Business Operations

Revision History: June 1998; October 2009; June 2010;

December 2015; December 2020

Board Committee: ~~Academic Quality and Student Success~~ Finance and Facilities

**Effective Date:** ~~December 16, 2015~~ December 3, 2020

Next Review: ~~2020~~ 2025

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- (A) Policy statement. The board of trustees of Youngstown state university shall review and approve the schedules of ~~mandatory~~ student tuition and fees and miscellaneous fees. These schedules and the associated refund procedures will be printed in university bulletins and other official university documents.
- (B) Parameters.
- (1) The board of trustees reserves the right to change any fee, charge, or fine, as may be permitted by state law.
  - (2) For the purpose of assessing tuition and fee charges, residency is determined at the time of admission or readmission ~~by the registrar and/or the associate vice president for enrollment management.~~
  - (3) Tuition and fees are assessed at the time of registration.
- (C) Procedures.
- (1) Annually as part of the budget development process, ~~the administration shall a review will occur to determine if a modification is required to the mandatory schedules of~~ tuition and fees ~~assessed to all students and to other miscellaneous fees to~~ determine if modifications are advisable, if permitted by state law.

- (2) Any proposed modifications will be reviewed by the president's executive leadership team, other administrative groups, as appropriate, and student government.
- (3) Any proposed changes to tuition and fees shall be developed within the parameters permitted by state law.
- (4) Proposed schedules of ~~mandatory~~ tuition and fees and miscellaneous fees will be presented to the finance and facilities committee of the board of trustees, which will recommend action to the full board of trustees.
- (5) In the event that state law, enacted subsequent to the board of trustees having taken action on tuition and fees, limits or prohibits the university's ability to modify tuition and fees, the university's tuition and fees will be set to the levels permitted by state law, notwithstanding any previous action taken by the board of trustees.

**3356-3-02      Development and assessment of student tuition and fees.**

Responsible Division/Office: Finance and Business Operations  
Responsible Officer: VP for Finance and Business Operations  
Revision History: June 1998; October 2009; June 2010;  
December 2015; December 2020  
Board Committee: Finance and Facilities  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. The board of trustees of Youngstown state university shall review and approve the schedules of student tuition and fees and miscellaneous fees. These schedules and the associated refund procedures will be printed in university bulletins and other official university documents.
- (B) Parameters.
- (1) The board of trustees reserves the right to change any fee, charge, or fine, as may be permitted by state law.
  - (2) For the purpose of assessing tuition and fee charges, residency is determined at the time of admission or readmission.
  - (3) Tuition and fees are assessed at the time of registration.
- (C) Procedures.
- (1) Annually as part of the budget development process, the administration shall review the schedules of tuition and fees to determine if modifications are advisable, if permitted by state law.
  - (2) Any proposed modifications will be reviewed by the president's executive leadership team, other administrative groups, as appropriate, and student government.
  - (3) Any proposed changes to tuition and fees shall be developed within the parameters permitted by state law.



- (4) Proposed schedules of tuition and fees and miscellaneous fees will be presented to the finance and facilities committee of the board of trustees, which will recommend action to the full board of trustees.
- (5) In the event that state law, enacted subsequent to the board of trustees having taken action on tuition and fees, limits or prohibits the university's ability to modify tuition and fees, the university's tuition and fees will be set to the levels permitted by state law, notwithstanding any previous action taken by the board of trustees.



**RESOLUTION TO MODIFY  
CHARGEBACKS POLICY, 3356-3-12**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Chargebacks 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 Chargebacks, policy number 3356-3-12, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

### 3356-3-12 Chargebacks.

~~Previous Policy Number:~~ ~~3009.02~~  
Responsible Division/Office: Finance and Business Operations  
Responsible Officer: VP for Finance and Business Operations  
Revision History: December 2010; December 2015; **December 2020**  
Board Committee: Finance and Facilities  
**Effective Date:** ~~December 16, 2015~~ **December 3, 2020**  
Next Review: ~~2020~~ **2025**

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- (A) Policy statement. The university is committed to financial accountability. In certain instances, chargebacks provide an effective method by which to ensure financial accountability and the appropriate allocation of costs.
- (B) Purpose. To establish a policy to create, modify and authorize chargebacks and related processes.
- (C) Definitions. “Chargeback.” The allocation of costs by charging departments for certain goods or services that have been provided by another department. Chargebacks are a way to control and allocate costs and not a mechanism for increasing the operating budget for departments providing goods and/or services.
- (D) Parameter.
- (1) Certain departments on campus need resources to perform certain functions, to provide specific services and/or materials. In some cases, resources are provided to departments so that they may provide goods and/or services to other departments. The cost of certain goods and/or services may be charged back (i.e., billed) to the departments that request the goods and/or services.
  - (2) Chargebacks for auxiliary overhead and employee fringe benefits are excluded from this policy.
  - (3) Authorized chargebacks shall be included in the university’s operating budget as adopted by the board of trustees.
  - (4) The vice president for finance and business operations shall

establish procedures and guidelines for chargeback processes.

- (5) The establishment of new chargebacks and the modification of existing chargebacks should be approved prior to implementation and as part of the annual budget process.
- (6) Chargebacks may be assessed only by departments that have been approved and designated to do so. Only the financial managers of these departments may authorize chargebacks.
- (7) A chargeback may be assessed when the goods and/or services are requested by the department receiving the goods and/or services. A chargeback also may be assessed when essential services are provided, even for services not explicitly requested (i.e., police security services for an event on campus).
- (8) Chargebacks should reflect the direct cost of the goods and/or services provided. The department providing goods/services should be able to clearly demonstrate and document how the chargeback is calculated.
- (9) Exceptions to this policy may be approved by the president or his/her designee.

### 3356-3-12 Chargebacks.

Responsible Division/Office: Finance and Business Operations  
Responsible Officer: VP for Finance and Business Operations  
Revision History: December 2010; December 2015; December 2020  
Board Committee: Finance and Facilities  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. The university is committed to financial accountability. In certain instances, chargebacks provide an effective method by which to ensure financial accountability and the appropriate allocation of costs.
- (B) Purpose. To establish a policy to create, modify and authorize chargebacks and related processes.
- (C) Definitions. “Chargeback.” The allocation of costs by charging departments for certain goods or services that have been provided by another department. Chargebacks are a way to control and allocate costs and not a mechanism for increasing the operating budget for departments providing goods and/or services.
- (D) Parameter.
  - (1) Certain departments on campus need resources to perform certain functions, to provide specific services and/or materials. In some cases, resources are provided to departments so that they may provide goods and/or services to other departments. The cost of certain goods and/or services may be charged back (i.e., billed) to the departments that request the goods and/or services.
  - (2) Chargebacks for auxiliary overhead and employee fringe benefits are excluded from this policy.
  - (3) Authorized chargebacks shall be included in the university’s operating budget as adopted by the board of trustees.
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- (8) Chargebacks should reflect the direct cost of the goods and/or services provided. The department providing goods/services should be able to clearly demonstrate and document how the chargeback is calculated.
- (9) Exceptions to this policy may be approved by the president or his/her designee.



**RESOLUTION TO MODIFY  
UNIVERSITY HEALTH AND SAFETY POLICY, 3356-4-10**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the University Health and Safety 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 University Health and Safety, policy number 3356-4-10, shown as Exhibit \_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

### 3356-4-10 University health and safety.

Responsible Division/Office: Environmental ~~and~~ Occupational Health ~~&~~and Safety  
Responsible Officer: VP for Finance and Business Operations  
Revision History: March 1999; October 2010; June 2015; December 2020  
Board Committee: Finance and Facilities  
**Effective Date:** ~~June 17, 2015 (no changes)~~December 3, 2020  
Next review: ~~2020~~2025

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- (A) Policy statement. The university will develop and maintain programs to prevent health and safety hazards on the campus. Such programs shall be in compliance with, but not limited to, all local, state, and federal statutes pertaining to health, safety, and the environment.
- (B) Parameters.
- (1) The office of environmental and occupational health and safety (“EOHS”) has the responsibility of establishing appropriate environmental, health, and safety programs and activities.
  - (2) EOHS, in consultation with the office of the general counsel, is also responsible for keeping the university in compliance with local, state, and federal laws affecting the campus environment and the health and safety of all students, faculty, staff, and campus visitors.
- (C) Procedures.
- (1) EOHS will distribute information on all health and safety programs. Other departments may assist in the distribution of this information.
  - (2) EOHS will periodically conduct seminars and workshops relating to health, safety, and environmental matters.
  - (3) University employees and students are expected to follow all applicable health, safety, and environmental programs so that the university can prevent health and safety hazards on the campus.



### **3356-4-10 University health and safety.**

Responsible Division/Office: Environmental and Occupational Health and Safety  
Responsible Officer: VP for Finance and Business Operations  
Revision History: March 1999; October 2010; June 2015; December 2020  
Board Committee: Finance and Facilities  
**Effective Date: December 3, 2020**  
Next review: 2025

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- (A) Policy statement. The university will develop and maintain programs to prevent health and safety hazards on the campus. Such programs shall be in compliance with, but not limited to, all local, state, and federal statutes pertaining to health, safety, and the environment.
- (B) Parameters.
- (1) The office of environmental and occupational health and safety (“EOHS”) has the responsibility of establishing appropriate environmental, health, and safety programs and activities.
  - (2) EOHS, in consultation with the office of the general counsel, is also responsible for keeping the university in compliance with local, state, and federal laws affecting the campus environment and the health and safety of all students, faculty, staff, and campus visitors.
- (C) Procedures.
- (1) EOHS will distribute information on all health and safety programs. Other departments may assist in the distribution of this information.
  - (2) EOHS will periodically conduct seminars and workshops relating to health, safety, and environmental matters.
  - (3) University employees and students are expected to follow all applicable health, safety, and environmental programs so that the university can prevent health and safety hazards on the campus.

## Rich Center for Autism

<u>Rich Center for Autism</u>	FY 2020 ACTUAL*	FY 2021 Budget	FY 2021 Adjusted Budget ^	Percent Change #	Dollar Change #	Adjustment Notes
<b>Revenues</b>						
Noncredit Tuition	\$1,640,321	\$1,707,783	\$ 1,526,268	-7.0%	\$ (114,053)	Based on impact of COVID/Renovation on enrollment, current enrollment, graduation \$55k through 9/30/20, 4 events during FY21, 25th anniversary appeal, ABA therapy reduction Endowment placeholder to be applied (\$60k), behavioral consultation, grant
Cash Gifts	212,413	442,862	271,034	27.6%	58,621	
Misc. Income	52,803	0	115,000	117.8%	62,197	
<b>Total Revenues</b>	<b>\$1,905,537</b>	<b>\$2,150,645</b>	<b>\$1,912,302</b>	<b>0.4%</b>	<b>\$6,765</b>	
<b>Expenses</b>						
<i>Personnel</i>						
Full- and Part-time Staff	\$1,223,285	\$1,272,136	\$ 1,186,243	-3.0%	\$ (37,042)	Did not replace Associate Director of Academics and Outreach
Temporary Staff	72,504	60,822	11,271	-84.5%	(61,233)	COVID protocols, reduction in student employment
Fringe Benefits	469,506	469,172	439,473	-6.4%	(30,032)	
<b>Total Personnel</b>	<b>\$1,765,295</b>	<b>\$1,802,130</b>	<b>\$1,636,987</b>	<b>-7.3%</b>	<b>(\$128,307)</b>	
<i>Operating Expenses</i>						
Supplies	\$21,932	\$42,700	\$ 42,700	94.7%	\$ 20,768	
Travel and Related Expenses	1,767	5,200	2,000	13.2%	233	
Information & Communication	14,664	15,505	15,505	5.7%	841	
Facility Maintenance/Repairs	1,164	400	400	-65.6%	(764)	
Fees & Services	183,801	255,500	185,500	0.9%	1,699	One speech/occupational therapy session/week per student, no fiscal management contract
Volunteer Services	14,125	14,000	14,000	-0.9%	(125)	
Events & Promotions	803	3,710	3,710	362.3%	2,908	
Miscellaneous / Reserve	6,142	11,500	11,500	87.2%	5,358	
Bad Debt Adjustment*	(104,154)	N/A*				
<b>Total Operating Expenses</b>	<b>\$140,243</b>	<b>\$348,515</b>	<b>\$275,315</b>	<b>96.3%</b>	<b>\$135,072</b>	
<b>Total Rich Center Expenses</b>	<b>\$1,905,537</b>	<b>\$2,150,645</b>	<b>\$1,912,302</b>	<b>0.4%</b>	<b>\$6,765</b>	

\*Bad debt adjustment made at year-end.

^Adjusted based on current FY2021 data

#FY2021 Adjusted Budget vs. FY 2020 Actual

Updated 10/6/2020

## Quarterly Update on FY 2021 Operating Budget

The fiscal year *Budget to Actual Report* presented on the following page is a summary analysis of year-to-date actuals compared to budgets in standard account categories. This report displays financial information for the University's general fund and is summarized in a "dashboard" format using color-coded business indicators.

The attached report is for the first three fiscal quarters of FY 2021 that encompasses the 3-month period of July 1, 2020, through September 30, 2020.

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### Summary Highlights

#### Revenues:

- Year-to-date, revenues are generally tracking on or above target, as denoted by the green business indicator assigned to most income categories.
- Revenue budgets for tuition and fees, and for the State Share of Instruction were set lower than revised estimates and will, therefore, be adjusted through a formal budget modification in December 2020, subject to the approval of the Board of Trustees.
- Investment income is tracking below budgeted levels and could remain volatile as global markets continue to react to the COVID-19 pandemic.
- Compared to the prior fiscal year, actual revenues at September 30th were approximately \$2.6M lower, which is largely attributable to a 4.4% decline in student FTE enrollments this fall, combined with a 3.8% reduction in State Share of Instruction funding.

#### Expenses:

- Expenses are on or below target in nearly all categories. Scholarship spending has been tagged as yellow/caution because the number of students eligible for scholarships has not declined, notwithstanding an overall 4.4% drop in fall FTE enrollments. (The FY 2021 budget modification will address this.)
- At 54% of budget, expenses for operations may appear higher than expected at just one-quarter through the fiscal year. However, budgets for operations include centralized reserves that distort this analysis but which will be eased in the third and fourth quarters, after the Trustees approve a modified FY 2021 budget in December 2020.
- Expenses are nearly \$6.2M lower than at this same time last year, though the timing of scholarship spending may have understated actual YTD spending. When adjusted for scholarship spending, other expenses and transfers are \$4.2 lower than at this same time last year.
- The University will continue to identify expenses that may be eligible for funding from YSU's allocation of federal CARES Act relief funding, which will have the positive effect of reducing expenses in the University's general fund.

#### Key takeaway:

- Despite declining first quarter revenues this fiscal year vs. last fiscal year, the University has sufficiently realigned spending in such a way as to help ensure a balanced budget during FY 2021.

**YOUNGSTOWN STATE UNIVERSITY**  
**Budget to Actual Comparison for the University General Fund**  
**For the 3-month period of 7/1/20 - 9/30/20**

FY2021 Revenue 1st Quarter, 9/30/20	Fiscal Year 2021		Actual as a % of Budget	Business Indicator	Actual Compared to Prior Year
	Budget	Actual			
Tuition and mandatory fees	\$ 85,032,163	\$ 47,484,565	55.8%	●	↓
Other tuition and fees	13,300,265	6,747,370	50.7%	●	↓
Student charges	1,189,600	499,421	42.0%	●	↓
State appropriations	34,743,409	10,112,911	29.1%	●	↓
Recovery of indirect costs	1,861,413	448,480	24.1%	●	↓
Investment income	2,000,000	160,036	8.0%	●	↓
Other income	873,150	278,254	31.9%	●	↓
<b>Total</b>	<b>\$ 139,000,000</b>	<b>\$ 65,731,037</b>	<b>47.3%</b>	<b>●</b>	<b>↓</b>

● On/Above target

● Caution

● Warning

FY2021 Expenses 1st Quarter, 9/30/20	Fiscal Year 2021		Actual as a % of Budget	Business Indicator	Actual Compared to Prior Year
	Budget	Actual			
Wages	\$ 68,537,920	\$ 13,994,301	20.4%	●	↓
Benefits	24,475,883	4,872,158	19.9%	●	↓
Scholarships	12,655,414	3,025,010	23.9%	●	↓
Operations	6,055,769	3,272,791	54.0%	●	↓
Plant & maintenance	7,296,298	1,160,821	15.9%	●	↓
Fixed asset purchases	284,762	17,763	6.2%	●	↓
Transfers	19,693,954	19,862,768	100.9%	●	↓
<b>Total</b>	<b>\$ 139,000,000</b>	<b>\$ 46,205,612</b>	<b>33.2%</b>	<b>●</b>	<b>↓</b>

● On/Below target

● Caution

● Warning

# YSU Capital Projects Summary:

Board Projects Update 10/20/2020

## Projects In Progress:

**ETC - Innovation and Commercialization Center**  
YSU 1718-14

***\$11.5M (Capital Funds C34554, Grants) SSOE Group, Brock Builders***  
This project will be the purchase and renovation of property adjacent to YSU's campus on Commerce Street along with the construction of new high-bay and low-bay space to ultimately create an Innovation and Commercialization Center. This project is underway and proceeding very well. Project completion will be March 2021.

**Fedor Hall Renovations**  
YSU 1920-22

***\$1M (Capital Funds) Olsavsky Jaminet, Murphy Contracting***  
This project will be the partial renovation of Fedor Hall. Sprinkler piping will be installed, new flooring will be installed and part of the roof will be replaced. Additionally, a grant received by the Rich Center will be used to upgrade and modernize the elevator. This project was delayed by a very late controlling board release and is now underway. This project will be complete in late December 2020.

**Covelli Arched Entrance**  
YSU 1920-35

***\$150k (Local Funds) Behnke Associates, Hively Contracting***  
This project will be for the creation of an arched entryway into the Covelli Sports Complex on the West side of Fifth Avenue. This project will be complete by the end of November/Early December.

## Projects Currently At Controlling Board:

- Rapids Grant Equipment for MVICC-ETC

## Projects Currently Out for Bids:

- None at this time.

## Projects In Development for 2021:

**Edmund J. Salata Complex Renovations**  
YSU 2021-1

***\$350k (Capital Funds) YSU Staff.***

The Salata Complex is home to Facilities, Grounds, Planning and Construction, Central Receiving and the Mail Room. This project will replace inefficient windows, renovate the restrooms, replace stairs, upgrade some finishes and also will include minor HVAC upgrades. This project will bid in early 2021 and will be complete by the fall.

**Cushwa Hall Physical Therapy Renovations 3**  
YSU 2021-2

***\$327k (Capital Funds) YSU Staff.***

This project will use the remaining funds in the Cushwa Hall Physical Therapy capital line to continue work in restrooms, stairwells and other support areas. This project will bid in early 2021 and will be complete by the fall.

**Storm Water Upgrades**

YSU 2021-3

***\$250k (Capital Funds) YSU Staff.***

This project will fix areas that are prone to flooding during heavy or prolonged rain events. Areas in Fedor Hall and the Physical Plant Motor Pool will be addressed. This project will bid in early 2021 and will be complete by the fall.

**Parking Deck Renovations**

YSU 2021-4

***\$500k (Local Funds) Walker Consultants.***

This project will be the maintenance and upgrades to the M30 and M60 parking decks. This project will bid in March 2021 and this project will be complete for the start of fall semester.

**Ward Beecher Science Hall Renovations 3**

YSU 2021-5

***\$290k (Capital Funds) YSU Staff.***

This project will use remaining capital funds to continue upgrades in Ward Beecher. Entryways, stairwells and minor HVAC upgrades will be completed. This project will bid in early 2021 and will be complete by the fall.

# YSU University Facilities - 2020 Deferred Maintenance Update

Legend:

**E3**

Complete

In Progress

x	Completed 2020
o	On Deck 2021

Page 1

## Fok Hall

Year Constructed 1893 Acquired 1976  
 Size 8,763 Gross Square Feet

Concerns:

- x Replace Clay Tile Roof
- Install new windows
- Repoint Basement Walls
- x Replace Gutters and Downspouts
- Add Lockdown Capabilities
- Install Cameras at Entrances
- Renovate Restrooms
- Upgrade Interior Finishes
- Replace Hot Water Expansion Tank
- Replace Two Boilers
- Replace Air Handlers

## Beeghly Center

Year Constructed 1969  
 Size 255,290 Gross Square Feet

Concerns:

- x Replace Selected Interior Doors
- Renovate Pool, Filter System, Pool Deck
- Improve lighting
- Replace Flooring
- Replace/Repair Bleacher Seats
- Replace Fiberglass Ductwork
- Replace Commencement Chairs
- Add Lockdown Capabilities
- Upgrade Pneumatic Controls to Digital
- Replace 3rd and 4th Floor Air Handlers
- Remove Interior and Exterior Marblecrete
- Improve Rifle Range
- Modernize Elevator
- Replace Classroom Furniture
- Exterior Masonry Restoration
- Replace Waste and Distribution Piping

## Bliss Hall

Year Constructed 1976, 1994, 2003  
 Size 188,427 Gross Square Feet

Concerns:

- New Rubber Flooring in Stairwells
- New Roof Over Ford Auditorium
- Increase Emergency Generator Size
- Repair Brick Parapet, Masonry Restoration
- Replace Hot Water Piping Throughout Building
- Modernize Elevators
- Install New lighting in Hallways
- Install New Flooring in Hallways
- Install New Ceilings In Hallways
- Upgrade Restrooms
- Add Lockdown Capabilities
- Replace Exterior Doors and Hardware
- Install Roof Rail
- Replace Waste Piping and Supply Piping

## Jones Hall

Year Constructed 1931  
 Size 53,890 Gross Square Feet

Concerns:

- Modernize Elevators
- x Upgrade Restrooms
- Replace Slate Roof
- Replace Rain Gutter System
- Replace Basement Windows
- Upgrade Interior Finishes
- Add Lockdown Capabilities
- Exterior Stone Masonry Restoration
- Replace Wate Piping and Supply Piping
- Replace Exterior Wood Doors

# YSU University Facilities - 2020 Deferred Maintenance Update

Legend:

**E3**

Complete

In Progress

x	Completed 2020
o	On Deck 2021

Page 1

## Central Utility Plant

Year Constructed 1975  
Size 24,254 Gross Square Feet

Concerns:

- Replace All Exterior Metal
- Install New Trench Drain Covers
- Switchgear and Disconnect Maintenance
- Replace Unit Ventilators
- Install Gass Turbine for Efficiency
- Remove and Replace Existing Boilers
- Add Lockdown Capabilities
- Exterior Masonry Restoration
- Sand Filtration for Chilled Water System

## Clingan Waddell Hall

Year Constructed 1965 Acquired 1998  
Size 12,014 Gross Square Feet

Concerns:

- Install New Roof and Replace Electrical Conduits
- Install Emergency Generator
- Place Building on YSU Electrical Grid
- Modernize Elevator
- Paint Outside of Building and Garage
- o Reglace North Ramp and Handrail
- Upgrade Interior Finishes
- Replace Waste and Distribution Piping
- Renovate Restrooms
- Exterior Masonry Restoration

## Coffelt Hall

Year Constructed 1933 Acquired 1974  
Size 4,972 Gross Square Feet

Concerns:

- Replace Roof
- Seal Concrete Slab on Front Porch
- Evaluate, Repair/Replace Stone Roof Cap
- Exterior Masonry Restoration

## Cushwa Hall

Year Constructed 1976  
Size 194,525 Gross Square Feet

Concerns:

- Modernize All Four Elevators
- Replace Roof and Seal Skylights
- Clean HVAC Ductwork
- Replace All Flooring
- Paint Interior of Building
- Install New Accoustic Ceilings
- xo Upgrade Restrooms
- Add Lockdown Capabilities
- Replace Exterior Doors and Hardware
- Replace Asbestos Tile on East Overhang
- Exterior Masonry Restoration
- Upgrade Classrooms
- New Classroom Furniture
- Replace Water Piping and Supply Piping
- Replace Interior Doors
- x Pedestrian Bridge Renovation
- o Replace stair treads



# YSU University Facilities - 2020 Deferred Maintenance Update

Legend:

**E3**

Complete

In Progress

x	Completed 2020
o	On Deck 2021

## Chemical Management Center

Year Constructed 1995  
 Size 8,411 Gross Square Feet

Concerns:

- Replace Carbon Dioxide Fire Suppression
- Tie Lighting to Emergency Panel
- Waterproof Elevator Pit
- Add Lockdown Capabilities
- Address Lack of Heat and Hot Water
- Replace Air Handler Equipment 1st Floor

## DeBartolo Hall

Year Constructed 1975  
 Size 116,095 Gross Square Feet

Concerns:

- Modernize All Three Elevators
- Replace Roof
- Replace All Window Gaskets
- install Rubber Stair Treads in Stairwells
- Exterior Masonry Restoration
- Replace All Flooring
- Paint Interior of Building
- Install New Accoustic Ceilings
- Upgrade All Restrooms
- Add Lockdown Capabilities
- Replace Exterior Doors and Hardware
- Renovate South Stairwell
- Install Lighting Outside Elevator Lobbies
- Replace Waste and Distribution Piping
- Replace Interior Doors
- Create Vestibule at Main Entrance

## Smith Hall

Year Constructed 1945      Acquired 1995  
 Size 2,712 Gross Square Feet

Concerns:

- Dryvit East and South Elevations
- Paint Exterior Handrail
- Add Lockdown Capabilities and Exterior Doors
- Replace Distribution Piping
- Replace Air Handler
- Replace windows
- Repair exterior brick

x  
x

## Fedor Hall

Year Constructed 1949      Acquired 1965  
 Size 57,203 Gross Square Feet

Concerns:

- Install Roof Drains
- Install Sump Pit for Storm Water Amelioration
- Replace Six Air Handlers, Renovate HVAC System
- Modernize One Elevator
- ReP-lace All Flooring
- Paint/Upgrade Interior of Building
- Upgrade Restrooms
- Add Lockdown Capabilities
- Replace Exterior Doors and Hardware
- Install Rubber Stair Treads in Stairwells
- Exterior Masonry Restoration
- Replace Waste and Distribution Piping
- Replace Interior Doors
- Upgrade Interior Lighting
- Reelace Roof

# YSU University Facilities - 2020 Deferred Maintenance Update

Legend:

**E3**

Complete

In Progress

x	Completed 2020
o	On Deck 2021

## Maag Library

Year Constructed 1975

Size 170,596 Gross Square Feet

Concerns:

- Modernize All Three Elevators
- Replace All Exterior Windows
- Repair and Seal Exterior Concrete
- Install Sump Pit for Storm Water Amelioration
- Replace 3-250 gpm HW Pumps with 2-1000 gpm
- Replace 3-340 gmp CW Pumps with 2-1000 gpm
- Upgrade/Paint Interior Finishes
- x Replace All Stairwell Doors
- Replace Carpeting
- Upgrade Restrooms
- Add Lockdown Capabilities
- Replace Roof
- Replace Exterior Doors and Hardware
- Replace 23 Air Handlers
- Upgrade/Place Lighting on Building Automation
- Replace Waste and Distribution Piping

## McDonough Museum

Year Constructed 1990

Size 19,981 Gross Square Feet

Concerns:

- Replace Concrete Plaza
- Replace West Concrete Plaza
- Replace Circular Stairwell Skylights
- Replace Roof
- Modernize One Elevator
- Evaluate and Repair Wall at Loading Dock
- Exterior Masonry Restoration
- Replace Chilled Water Dist. Piping
- Install Building Humidity Control
- Add Lockdown Capabilities
- Replace Exterior Doors and Hardware

## Melnick Hall

Year Constructed 1959 Acquired 1998

Size 28,150 Gross Square Feet

Concerns:

- Complete Major Renovation of Building

## Meshel Hall

Year Constructed 1984

Size 90,118 Gross Square Feet

Concerns:

- Replace All Flooring
- Remove Skylights and Seal
- Caulk Around All Windows
- Clean and Seal Exterior Stone
- Modernize Elevators
- Install Floor Drains in Restrooms
- Install Rubber Stairtreads in Stairwells
- Install Backup Cooling in Computer Room
- New Class/Lab Furniture
- Add Lockdown Capabilities
- Replace Liebert AC Units in Computer Center
- Paint Interior of Building
- install New Emergency Generator
- Replace Building HVAC Traps and Valves
- Add Building Distribution Circuit Breakers
- Upgrade Interior Lighting

# YSU University Facilities - 2020 Deferred Maintenance Update

Legend: **c** = Complete  
**C** = In Progress

x	Completed 2020
o	On Deck 2021

Pages

## Moser Hall

Year Constructed 1967  
 Size 171,385 Gross Square Feet

Concerns:

- Install AC for Lower Levels and Lobby
- Replace Roof
- Creat Vestibule at Main Entrance
- Modernize Freight Elevator
- Replace 98 Air Handlers
- Upgrade Pneumatic Controls to Digital
- Replace Exterior Doors
- Install New Lighting in Stairwells
- Replace Johnson Valves on Lower Floors
- Infill Floor in Two Story Room
- Paint Interior of Building
- Upgrade Restrooms
- Add Lockdown Capabilities at Exterior doors
- Replace Waste and Distribution Piping
- Replace Interior Doors on Lower Levels
- Upgrade Interior Lighting

## Phelps Building

Year Constructed 1957 Acquired 1994  
 Size 30,017 Gross Square Feet

Concerns:

- Replace Exterior Windows
- Replace Sewage Pump in Basement
- Modernize Elevator
- New Recirculating Pump for Hot Water
- Upgrade Restrooms
- Replace Exterior Doors and Hardware
- Install New Emergency Generator
- New Classroom Furniture
- Replace Roof
- Exterior Masonry Restoration
- Upgrade/Paint Interior Finishes
- Replace Building Distribution Piping
- Add Lockdown Capabilities and Exterior Doors

## Pedestrian Bridge

Year Constructed 1979  
 Size 6,394 Gross Square Feet

Concerns:

- x New Roof with Overhang and Gutter System
- x Additional Heat on Bridge
- x Paint Rooms Under Bridge
- x Additional Exhaust on Bridge
- X Replace Flooring
- X Make Repairs to Underside of West Ramp
- X Paint Exterior Handrail
- Add Lockdown Capabilities and Exterior Doors
- X Address deterioration at Cushwa Bridge

## Salata Complex

Year Constructed 1925 Acquired 1973  
 Size 50,151 Gross Square Feet

Concerns:

- Install Emergency Generator
- Install New Roof
- Modernize Freight Elevator
- o Upgrade All Interior Finis es
- Replace Steam Traps and Valves
- Replace Ductwork/Air Returns
- Add Lockdown Capabilities and Exterior Doors
- Exterior Masonry Restoration
- o Replace Waste Piping
- o Replace Windows
- o Upgrade Restrooms



# YSU University Facilities - 2020 Deferred Maintenance Update

Legend: c = :Jcomplete  
 c = :J1n Progress

x	Completed 2020
o	On Deck 2021

## Stambaugh Stadium

Year Constructed 1981, 1998, 2006  
 Size 223,829 Gross Square Feet

Concerns:

- Caulk and Seal Concourse and Seating Area
- Concrete Repairs on Ramps and Stairs
- Replace All Exterior Doors
- Modernize Elevators
- Replace Interior Steel Doors
- Install Asphalt Roadway on East Stands
- Replace HW Distribution Piping
- Replace 19 Air Handebers
- Replace CW Distribution Piping
- Renovate Five Locker Rooms, Showers
- Upgrade Interior Finishes
- Add Lockdown Capabilities and Exterior Doors
- Replace Roof
- x Replace Synthetic Turf

## Sweeney Hall

Year Constructed 1908 Acquired 1966  
 Size 10,016 Gross Square Feet

Concerns:

- Replace Exterior Wood Sills and Brick Moulding
- x Paint All Exterior Wood
- x Paint Exterior Handrail
- x Renovate Basement Restrooms
- Add Lockdown Capabilities and Exterior Doors
- Modernize Elevator
- Exterior Masonry Restoration

## Tod Hall

Year Constructed 1953  
 Size 79,156 Gross Square Feet

Concerns:

- Modernize Elevator
- Replace Interior Door Hardware
- Renovate Northwest Stair Tower
- Replace South Steps and Handrail
- Upgrade Interior Finishes
- Renovate Restrooms
- Add Lockdown Capabilities and Exterior Doors
- Exterior Masonry Restoration
- Replace Motors for VAV Fans
- Replace Waste and Distribution Piping
- Replace Roof
- Replace Steam Traps and Valves
- Replace Ceilings on Third Floor

## Ward Beecher Hall

Year Constructed 1958  
 Size 166,623 Gross Square Feet

Concerns:

- x Replace North Roof
- Replace Makeup Air Units
- Replace Victaulic Heating Water Lines
- Modernize Elevators
- Renovate Greenhouse
- Upgrade Restrooms
- o Replace Exterior Doors
- Install Additional Heating in Planetarium Lobby
- Install New Emergency Generator Tank
- Replace Steps at NE Entrance
- Replace Cap Stone on Exterior Parapet Walls
- Clean Ductwork
- x Add Lockdown Capabilities and Exterior Doors
- Exterior Masonry Restoration
- Replace Waste Piping
- x Repair Structural Issues - Lower Level

# YSU University Facilities - 2020 Deferred Maintenance Update

Legend:

**E3**

Complete

In Progress

x	Completed 2020
o	On Deck 2021

Page 1

## Westinghouse Building

Year Constructed 1950      Acquired 1991  
 Size 35,369 Gross Square Feet

Concerns:

- o Install Emergency Generator
- o Replace Two Sets of Stairs
- o Replace Rooftop AC Unit
- o Install Elevator
- o Replace Roof
- o Install New Windows
- o Tie Into Building Automation System
- o Upgrade Interior Finishes
- o Upgrade Restrooms
- o Add Lockdown Capabilities
- o Replace Waste and Distribution Piping
- o Replace Steam Traps and Valves
- o Install Additional Heat Recovery

## Lincoln Building

Year Constructed 1970  
 Size 59,432 Gross Square Feet

Concerns:

- o Modernize Elevators
- o Upgrade Electrical Service
- o Replace All Flooring
- o Upgrade Classrooms
- o Update Controls in Penthouse
- o Stain Exterior Concrete
- o Upgrade All Restrooms
- o Add Lockdown Capabilities
- o Replace Exterior Doors and Hardware
- o Exterior Masonry Restoration
- o Replace Waste and Distribution Piping
- o Replace Interior Doors
- o Replace Classroom Furniture

## Campus Substation

Year Constructed 1970  
 Size 3,052 Gross Square Feet

Concerns:

- o Replace Controls for Automated Switching
- o Replace Switchgear As Needed
- o Provide Secondary Egress Route
- o Provide Additional Lighting
- o Install Cameras Throughout Facility

## Campus

Concerns:

- o Install New Signage Across Campus
- o Replace All Exterior Lighting
- o Repair/Replace Tunnel "Dog Houses"
- o Place Radio Repeaters on Emergency Circuit
- o Install New Kiosks
- o Replace Deteriorated Concrete
- o Repair/Replace/Paint Exterior Handrail
- o Install Additional Call Boxes
- o Install Additional Cameras Throughout Campus
- o Install Additional Tackboards Across Campus
- o Install Primex Clocks Throughout Campus
- o Install Card Entry on Exterior Doors
- o Re-Key Entire Campus
- o Purchase 80' JLG Lift
- o Install Bicycle Racks
- o Replace Steam Traps in Tunnels

# **FINANCE & FACILITIES**

## **BACKGROUND AGENDA**



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
FINANCE AND FACILITIES COMMITTEE  
Michael A. Peterson, Chair  
Capri S. Cafaro, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
Wednesday, December 2, 2020**

- |  |              |
|--|--------------|
| <b>1. Budget and Interfund Transfers for the Quarter Ending September 30, 2020,<br/>Reportable under Policy Number 3356-3-11.1, Budget Transfers</b> | <b>Tab 1</b> |
| <b>2. Diversity and EDGE Spend Report</b><br>First quarter Diversity Spend Report with detail.   | <b>Tab 2</b> |
| <b>3. Report on Endowment Funds as of September 30, 2020</b>   | <b>Tab 3</b> |
| <b>4. 2020 Annual Insurance Report</b>   | <b>Tab 4</b> |



**YOUNGSTOWN STATE UNIVERSITY**  
**Reportable Budget and Interfund Transfers**  
**Quarter Ended September 30, 2020**

**BUDGET TRANSFERS WITHIN THE OPERATING BUDGET (i.e., General Fund and Auxiliaries):**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
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None

**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
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**Fourth Quarter FY2020**

FY2020 Accounting Adjustments.

General Fund	HEERF Institutional Funds (Restricted Fund)	\$354,865	Adjustment to reverse CARES Act transfer made in June to partially offset the SSI reduction. Updated published guidance made usage for loss of revenue from non-tuition sources unallowable.
Operating Carryforward (Designated Fund)	General Fund	\$354,865	Adjustment to reverse portion of \$372,954 General Fund year end excess closed to the Operating Carryforward fund due to transfer above. Adjusted year end balance is \$18,089.

**First Quarter FY2021**

Various Debt Service Reserve Funds (Plant Funds)	Various Debt Service Funds (Plant Funds)	\$3,848,876	Approved by Board in September.
WCBA Construction Gifts (Restricted Plant Fund)	WCBA Gifts (Restricted Plant Fund)	\$225,912	Approved by Board in September.
Cafaro Field (Unrestricted Plant Fund)	Stambaugh Multimedia Center - Local Funds (Unrestricted Plant Fund)	\$68,139	Transfer excess funds to fund additional project costs.
Outdoor Athletic Facilities - Gift Fund (Restricted Plant Fund)	Debt Service Reserve - Outdoor Athletic Facilities (Restricted Plant Fund)	\$50,000	Transfer quarterly cash received for Outdoor Athletic Facilities to a debt service fund. Outstanding pledges at 9.30.20 total \$100,000.
Parking Services (Auxiliary Fund)	M30 & M60 Parking Deck Renovations (Auxiliary Plant Fund)	\$40,415	To fund additional project costs.



**TRANSFERS OUTSIDE OF THE OPERATING BUDGET:**

<b><u>FROM</u></b>	<b><u>TO</u></b>	<b><u>AMOUNT</u></b>	<b><u>REASON</u></b>
Cafaro Field (Unrestricted Plant Fund)	Stambaugh Multimedia Center - Local Funds (Unrestricted Plant Fund)	\$29,118	Transfer excess funds to fund additional project costs.
General Fund	Various URC Grants (Designated Funds)	\$27,967	Transfer to fund FY21 URC Grants.

**Youngstown State University**  
**Fiscal Year 2021 First Quarter Diversity Spend Report**  
**July 1, 2020 through September 30, 2020**

	FY2021				FY2020			
	1st QTR	Percent of Addressable	YTD	Percent of Addressable	1st QTR	Percent of Addressable	YTD	Percent of Addressable
<b>Diversity Spend - Goods and Services (excludes EDGE and construction)</b>								
MBE - Ohio Certified	\$ 94,567	2.66%	\$ 94,567	2.66%	\$ 472,333	6.87%	\$ 472,333	6.31%
MBE - Other Certified	324	0.01%	324	0.01%	39	0.00%	39	0.00%
Disability Challenged	54,909	1.54%	54,909	1.54%	126,609	2.42%	126,609	2.68%
Recycled Materials	52,657	1.48%	52,657	1.48%	2,615	0.06%	2,615	0.07%
Veteran Owned	0	0.00%	0	0.00%	9,835	0.18%	9,835	0.33%
Woman Owned	14,577	0.41%	14,577	0.41%	7,814	0.38%	7,814	0.45%
<b>Total Diversity Spend</b>	<b>\$ 217,035</b>	<b>6.09%</b>	<b>\$ 217,035</b>	<b>6.09%</b>	<b>\$ 619,245</b>	<b>12.21%</b>	<b>\$ 619,245</b>	<b>12.21%</b>
<b>Total Addressable Spend - Goods and Services</b>	<b>\$ 3,561,314</b>	<b>100.00%</b>	<b>\$ 3,561,314</b>	<b>100.00%</b>	<b>\$ 5,072,961</b>	<b>100.00%</b>	<b>\$ 5,072,961</b>	<b>100.00%</b>
<b>EDGE Spend - Goods, Services, and Construction</b>								
EDGE - Ohio Certified - Construction	\$ 36,500	0.71%	\$ 36,500	0.71%	\$ 325,147	3.35%	\$ 325,147	3.35%
<b>Total EDGE Spend</b>	<b>\$ 36,500</b>	<b>0.71%</b>	<b>\$ 36,500</b>	<b>0.71%</b>	<b>\$ 325,147</b>	<b>3.35%</b>	<b>\$ 325,147</b>	<b>3.35%</b>
<b>Total Addressable Spend - Goods, Services, and Construction</b>	<b>\$ 5,123,396</b>	<b>100.00%</b>	<b>\$ 5,123,396</b>	<b>100.00%</b>	<b>\$ 9,705,863</b>	<b>100.00%</b>	<b>\$ 9,705,863</b>	<b>100.00%</b>

**Definitions:**

**MBE (Minority Business Enterprise):** The MBE program is designed to assist minority businesses in obtaining state government contracts for goods and services. (Unlike the Encouraging Diversity, Growth and Equity program, the MBE program does not apply to construction contracts.) The State of Ohio developed the program because it recognized the need to encourage, nurture and support the growth of minority businesses to foster their development and increase the number of qualified competitors in the marketplace.

**EDGE (Encouraging Diversity, Growth, and Equity Program):** The EDGE program is designed to assist socially and economically disadvantaged businesses in obtaining state government contracts in the following areas: construction, architecture and engineering; professional services; goods and services; and information technology services. (In contrast to the Minority Business Enterprise program, the EDGE program does apply to construction contracts.) The State of Ohio developed the program because it recognizes the need to encourage, nurture, and support the growth of economically and socially disadvantaged businesses to foster their development and increase the number of qualified competitors in the marketplace.

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**Youngstown State University**  
**Diversity Spend Detail Report - Goods and Services**  
(excludes EDGE and construction)  
**July 1, 2020 through September 30, 2020**

<b>Minority Business Enterprise (MBE) - Ohio Certified</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
Brown Enterprise Solutions	5935 Wilcox Place, Suite E, Dublin, Ohio 43016	Computer Supplies	\$ 19,648
<b>Subtotal - MBE - Ohio Certified</b>			<b>\$ 94,567</b>
<b>Minority Business Enterprise (MBE) - Other Certified</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$ 324
<b>Subtotal - MBE - Other Certified</b>			<b>\$ 324</b>
<b>Disability Challenged</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
Compass Family Services	535 Marmion Avenue, Youngstown, Ohio 44502	Janitorial Services	\$ 54,909
<b>Subtotal - Disability Challenged</b>			<b>\$ 54,909</b>
<b>Recycled Materials</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	\$ 52,657
<b>Subtotal - Recycled Materials</b>			<b>\$ 52,657</b>
<b>Veteran Owned</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
<b>Subtotal - Veteran Owned</b>			<b>\$ -</b>
<b>Woman Owned</b>			
<b>Name</b>	<b>Address</b>	<b>Type of Contract</b>	<b>Purchases</b>
Lm Cases	2720 Intertech Dr., Youngstown, Ohio 44509	Carrying Cases	\$ 4,500
Protect-N-Shred	P.O. Box 85, Cortland, Ohio 44410	Document Shredding	1,307
Staples - Tier 2	4170 Highlander Parkway, Richfield, Ohio 44286	Office Supplies	124
Tribune Chronical	P.O. Box 1431, Warren, Ohio 44482	Advertising	7,856
Union Eyes Optical Inc.	Suite B, 229 Churchill Hubbard Road, Youngstown, Ohio 44505	Public Safety Supplies	320
Youngstown Letter Shop	615 N. Meridian Road, Youngstown, Ohio 44509	Mailing Services	470
<b>Subtotal - Woman Owned</b>			<b>\$ 14,577</b>
<b>Total Diversity Spend</b>			<b>\$ 217,035</b>

**Youngstown State University**  
**EDGE Spend Detail Report**  
**July 1, 2020 through September 30, 2020**

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

<b>Name</b>	<b>Address</b>	<b>Project</b>	<b>Purchases</b>
The Murphy Contracting Company	285 Andrews Ave PO Box 1833, Youngstown, Ohio 44501	Pedestrian Bridge Renovations	\$ 36,500
	<b>Total EDGE Spend</b>		<b>\$ 36,500</b>

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Awards</i>					
CLASS	Award	<b>Candace Gay Memorial Awards</b> Junior and senior high school student who exhibits distinctive writing ability and to provide a stipend to the annual author-lecturer at the YSU English Festival. Two \$100 awards.	\$ 297,731	\$ -	\$ 13,090
Financial Aid	Award	<b>Charles E. and Mary E. Franklin Fund</b> Student research award.	2,737	1,141	125
CLASS	Award	<b>Charles W Baird Memorial (Honors Day)</b> Award to be made each Honors day to student showing excellence in English. **Endowment principal was transferred to the Foundation in September 2019.**	-	-	-
CLASS	Award	<b>Clingan Jackson</b> To be awarded for scholarship invigorated by the traditions of a free and inquiring press and by active participation in the work of a government agency or a political party.	6,910	875	315
CLASS	Award	<b>David Scott Ives Memorial Endowment</b> To recognize achievement in classical languages at the advanced level.	12,113	1,582	552
CLASS	Award	<b>Gary L Green Award</b> English major with 48-107 hours who has done outstanding work in English 3700 and otherwise shown strong academic promise. Annual award of \$300.	71,001	2	3,236
CHHS	Award	<b>Ilajean Feldmiller</b> Human Ecology scholarship. \$400 award.	20,077	5,873	920
CCAC	Award	<b>Joseph Salvatore (Honors Day)</b> Student majoring in studio art or art history with a 2.5 GPA. The award will be given at the Honors Convocation.	15,477	674	705
CSIS	Award	<b>Kenmore B Drake Memorial Award (Honors Day)</b> Must be at least a junior by the subsequent Fall Semester. Applicants must be majoring in Information Technology with a minimum 2.5 GPA. Applicants must show leadership and a demonstrated commitment and enthusiasm for the field of information technology. Award will be made during the Honors Convocation.	11,740	511	535
CHHS	Award	<b>Margaret C Horvath Scholarship Endowment</b> Travel money for Human Ecology students attending professional meetings outside Mahoning County. Preference given to students who are presenting at the meeting.	4,649	384	212
CLASS	Award	<b>Marion Blum Graduate History Award</b> Provide a \$50 bond for a graduate history essay award.	4,516	3,181	206
STEM	Award	<b>Nicola &amp; Rocchina Richley Memorial Award</b> Sophomore Engineering or Engineering Technology major who has demonstrated academic excellence and is committed to program completion. Must have completed at least one term of the sophomore year with a minimum 3.0 GPA. Annual award given on alternate years.	24,546	2,019	1,119
CLASS	Award	<b>Robert R Hare Writing Award (Honors Day)</b> Two awards. Recipient for Journalistic Writing should be a full-time student at YSU who has demonstrated distinction in journalistic writing. Recipient for Distinction in Creative and Critical Writing should be an English major at YSU who has demonstrated distinction in creative or critical writing or both. Each award \$250, \$500 annually.	31,501	138	1,436

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Program Support</i>					
WCBA	Award	<b>Mary B Smith</b> Full-time, non-traditional, female who has completed at least 45 hours and at maximum 145 hours with a minimum GPA of 2.5 and is currently enrolled.	15,097	694	688
CLASS	Award	<b>Sister Jean Gillespie Memorial Award (Honors Day)</b> Outstanding senior in religious studies whose academic program best exhibits an interest in comparative religion.	9,715	937	443
CLASS	Programs	<b>Albert J Shipka Memorial Speakers Fund</b> Up to \$2,500 per year may be made available by faculty and students in discipline-related activities, including activities by the Philosophy and Religious Studies Club. The Chairperson of the Department of Philosophy and Religious Studies remains the signature authority for distribution of the funds for annual utilization in discipline-related activities.	692,185	67,584	31,528
CLASS	Programs	<b>Alice Budge Peace Speakers Fund</b> To support speakers on peace and justice issues.	15,868	9,844	723
Public Service Institute	Programs	<b>Bertram Tamarkin</b> Fund operations for the Center for Human Services.	24,916	1,152	1,136
University Relations	Programs	<b>Campus Beautification</b> To provide support for maintaining trees and planters.	34,152	121,945	1,556
Academic Administration	Programs	<b>Dr. and Mrs. F.F. Piercy Book Fund</b> Annual book purchases for Library.	27,367	12,361	1,247
CLASS	Programs	<b>Dr. James Dale Ethics Center</b> For exclusive use of the Ethics Center. Funds used to enhance the activities and programs of the Ethics Center.	591,856	60,423	26,974
Academic Administration	Programs	<b>Edward J DeBartolo Fund</b> Devoted exclusively to funding activities related to updating the University's curriculum.	821,298	303,338	37,430
Student Success	Programs	<b>Ethel M Wood Epilepsy Foundation Fund</b> Fund graduate assistantship to provide guidance and counseling services to handicapped students, particularly those afflicted with any form of epilepsy.	242,904	10,250	11,070
CLASS	Programs	<b>Gratia Murphy Speaker Fund</b> Interest income from this endowment will be used to pay expenses connected with bringing in an outside speaker or visiting scholar for public, University, and/or classroom presentations. Intended for English Department use other than the English Festival.	66,523	4,255	3,032
CLASS	Programs	<b>James A Houck English Festival</b> Funds used to support designated programs, contests, and student awards associated with the YSU English Festival. Maximum amount available for use each year shall be the amount of interest earned by the fund in the previous year. There is no minimum amount that must be used annually. Each year the English Festival Committee shall designate particular Festival activities for funding by the James A. Houck Fund.	44,742	1,877	2,023
CLASS	Programs	<b>Judaic &amp; Holocaust Fund</b> To maintain and promote present and future Judaic & Holocaust courses. Sum up to \$500 can be set aside for annual advertising expenses.	427,164	70,181	19,468
WCBA	Programs	<b>Michael I Monus Professor Entrepreneurship</b> Development of the entrepreneurship program.	871,446	158,619	39,716
CLASS	Programs	<b>Morris &amp; Sophie Slavin Fund</b> For the Department of History to bring to the campus recognized scholars in the field of history.	35,292	24,801	1,608

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i><b>Program Support, continued</b></i>					
CLASS	Programs	<b>Muses Fund</b> Provide support to YSU Poetry Center annually. Poetry Center will include the name of the endowment in its program, publications and announcements.	26,218	580	1,195
STEM	Programs	<b>R H Weichsel</b> Instruction and faculty research and professional development in area of plane bearing technology.	4,705	4,696	214
Academic Administration	Programs	<b>Richard James Owen II</b> Use to purchase books, manuscripts, subscriptions for MAAG Library.	2,737	10,757	125
WYSU	Programs	<b>Robert Coe (WYSU-FM Fund)</b> Support of WYSU-FM in the broadcast of classical music.	221,443	89,516	10,092
Academic Administration	Programs	<b>The Beckman Memorial Collection</b> Buy books for MAAG library. Titles purchased will be in the fields of literature, music & engineering.	130,384	60,539	5,942
CLASS	Programs	<b>Thomas &amp; Carol Gay English Festival Lecture Fund</b> To provide the services of the YSU English Festival's annual featured author-speaker.	436,954	-	19,103
CLASS	Programs	<b>English Festival</b> Support the objectives of the YSU English Festival.	126,521	19,880	5,766
CCAC	Programs	<b>Donald P.Pipino Performing Arts Endowment</b> In support for the Performing Arts Series at Youngstown State University. The funds are restricted to the support of productions in the Performing Arts Series, including the Dana Concert Series and opera.	21,586	752	984
CHHS	Programs	<b>Danielle L. Peters Program Endowment to Promote Awareness of Eating Disorders</b> This endowment was established to help fund education and outreach programs for YSU students, faculty, staff and community members on topics related to eating disorders and healthy body image. Funds are restricted to the support of expenses related to coordinating and presenting the program or activity.	13,223	1,740	603
ADMIN	Admin	<b>Neil Humphries Endowment</b> Death benefit on Neil Humphrey's insurance policy.	298,290	3,408	13,594
<i><b>Scholarships</b></i>					
CCAC	Programs	<b>Judith Rae Solomon Gallery Endowment</b> Up to \$50,000 of this endowment will be used at the Dean's discretion to support physical improvements to Bliss Hall Gallery and critical needs of the College of Creative Arts and Communication; the balance will be used to establish a supporting endowment for programming and maintenance related to the Gallery as well as for the overall needs of the College of Creative Arts and Communication.	107,516	3,905	2,621
STEM	Scholarships	<b>Adlaka &amp; Associates Scholarship</b> Five \$200 scholarships, three for senior civil or structural engineering and two for computer technology. Recipient shall be son or daughter coming from a family where the head of household is presently unemployed.	44,929	11,554	2,048
STEM	Scholarships	<b>Albert A Guerrieri, Jr. Memorial Scholarship</b> Annual scholarship of \$500 to be presented each year at Honors Convocation to a Physics/Astronomy major with at least 45 hours, maintaining a 3.0 GPA or above and in need of scholarship money. The student is to be selected by the chair and faculty of the Physics and Astronomy Department.	26,651	2,717	1,215

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Scholarships, continued</i>					
Financial Aid	Scholarships	<b>Ann &amp; Jerome Schmerin Scholarship</b> Full or part-time students with a 2.5 GPA or better and demonstrating financial need. Recipient must be a non-traditional student with a major in the College of Creative Arts and Communication. The scholarship is renewable.	20,575	6,381	938
Financial Aid	Scholarships	<b>Bernadine Marinelli Memorial Scholarship</b> The recipient shall be an outstanding Resident Assistant with Housing and Residence Life and/or a student supervisor in Kilcawley Center or the YSU Bookstore. The scholarship shall be awarded on the basis of merit as determined by a Selection Committee. <i>**Endowment principal was transferred to the Foundation in January 2019.**</i>	-	2,204	-
Financial Aid	Scholarships	<b>Betty J Connors Memorial Award</b> Non-traditional full or part-time woman who's completed 45 quarter hours with at least a 3.2 GPA. Must be an English major. Annual award of \$300.	28,186	1,345	1,285
Athletics	Scholarships	<b>Bill Dailey Scholarship</b> <b>Current</b> member of the YSU Intercollegiate Basketball Team to continue and/or complete undergraduate studies.	20,285	-	924
Financial Aid	Scholarships	<b>Brier Hill Scholarship</b> <b>Present or former</b> descendants of Briar Hill with a 2.8 GPA. Preference will be given to non-traditional student with Junior rank or higher. All circumstances being equal, financial need will be considered.	29,148	1,740	1,328
CLASS	Scholarships	<b>Dorothy Z Greenberger Memorial Scholarship Fund</b> Annual scholarship grant to a needy student or students with academic ability majoring in Arts and Sciences.	25,830	5,518	1,177
EDUC	Scholarships	<b>Dr. Gunapala Edirisooriya Scholarship</b> The recipient must be a candidate in good standing pursuing a degree in Educational Administration or their doctorate in Educational Leadership; and, either have demonstrated an exemplary commitment to the education and social development of children who, by circumstances not of their own making, are at risk of not fulfilling their potential; or, have engaged in dissertation research that holds out unusual promise of promoting social justice by altering school policies or practices that pose a barrier to equal and equitable educational opportunities for students.	17,957	284	814
EDUC	Scholarships	<b>Dr. Phillip Ginnetti Memorial Scholarship</b> Resident of Mahoning County, preference given to a resident of Struthers, Ohio. Early or Middle Childhood Education major. Formally accepted into upper division coursework in the Beeghly College of Education. Must have an overall GPA of 3.5 or better and be a full-time student.	16,571	709	755
CCAC	Scholarships	<b>DUSI Memorial Scholarship Fund</b> Scholarships for worthy music students.	145,630	14,592	6,637
STEM	Scholarships	<b>Edmund J Salata Memorial Scholarship</b> Civil engineering student with a 3.0 GPA.	14,692	1,553	670
CCAC	Scholarships	<b>Elaine Glasser Memorial Art Education Scholarship</b> Junior or senior art education major showing financial need with a 3.0 GPA. Recipient must teach at least two years in the first five years after graduating or must repay the scholarship amount.	21,810	991	994



**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Scholarships, continued</i>					
CCAC	Scholarships	<p><b>Esotto &amp; Vera Pellegrini</b>            For music students based on outstanding ability or potential for excellence in field of brass playing. Must be a full-time student, maintain a 3.0 GPA and be a member of a major ensemble. Will be selected through an audition process before the brass faculty and director of Dana School of Music. The scholarship should be awarded first to a qualified trumpet player. If there is not a suitable trumpet candidate, then the award may go to a qualified brass student selected by the brass faculty.</p>	51,273	2,234	2,337
Financial Aid	Scholarships	<p><b>Eugene Green Memorial Scholarship</b>            Two equal scholarships would be awarded annually. Recipient must be a sophomore standing or higher. Preference given to members or direct descendants of a Western Reserve Building and Construction Trades member, in good standing, in Mahoning, Trumbull, or Columbiana counties. Open to all majors with first preference to students enrolled in WCBA. Full-time student with an overall GPA of 2.5 or better.</p>	78,374	13,392	3,572
Financial Aid	Scholarships	<p><b>Ferdinand Jagatich Scholarship</b>            Student majoring in math, physics or engineering and demonstrating financial need. The student must maintain at least a 2.5 GPA or better, may be at any level of their degree and be a full or part-time student. If a part-time, the student must maintain employment to be eligible. Scholarship is renewable.</p>	38,895	1,663	1,681
BCOE	Scholarships	<p><b>Florence Amon Scholarship Fund</b>            Full or part-time student majoring in Education with a 3.0 GPA and demonstrating financial need.</p>	23,095	276	1,053
STEM	Scholarships	<p><b>Frank M Clark</b>            Students majoring within the department of Physics &amp; Astronomy. Awarded on basis of academic achievement and need. Amount and date will be decided by the department. Any residue may be used to purchase equipment for student or faculty research at the discretion of the faculty of the Department of Physics and Astronomy.</p>	34,659	3,323	1,580
STEM	Scholarships	<p><b>Gerhard M Stein Electrical Engineering</b>            Electrical engineering student.</p>	6,155	270	281
Financial Aid	Scholarships	<p><b>Gina Tenney Memorial</b>            One annual scholarship around \$400 to a sophomore that qualifies for the Dean's list with a major in Arts or Humanities and is active in campus activities. Must complete an application and submit two letters of recommendation.</p>	16,047	5,352	731
WCBA	Scholarships	<p><b>Grocery Manufacturers Rep's of Youngstown (GMRY)</b>            School of Business student whose parents work in the Youngstown area grocery business if possible.</p>	6,842	128	312
Athletics	Scholarships	<p><b>Harry K Graebing Athletic Scholarship Fund</b>            Provide scholarships or other forms of financial assistance to deserving students of the University; and that awards be made only to deserving students who may be participants in University athletics and are residents of either Ohio or Pennsylvania.</p>	41,025	-	1,870
BCOE	Scholarships	<p><b>Harvey Neal Kretzer Memorial Scholarship</b>            Scholarship for School of Education master's candidate in school counseling and/or related pupil personnel services with a demonstrated interest in pursuing a career with disadvantaged students. If no worthy recipient is available, scholarship may be awarded to undergraduate student pursuing a career in teaching with a demonstrated interest in disadvantaged students. All awards based upon scholarship and need.</p>	107,957	4,778	4,920

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Scholarships, continued</i>					
BCOE	Scholarships	<b>Helen Edward Stoll</b> Students majoring in Education with interest in the learning disabled with a 2.5 GPA and resident of Mahoning County.	38,336	1,673	1,747
CCAC	Scholarships	<b>Helen Goering Schmitt Music Trust</b> Scholarships for students in the Dana School of Music.	8,210	360	374
STEM	Scholarships	<b>Herta Jackson Memorial Scholarship</b> Needy engineering students.	505,213	51,839	23,025
Financial Aid	Scholarships	<b>Honorable Erskine Maiden Jr. Scholarship</b> Student who is a resident of Mahoning County and demonstrates financial need as determined by the FAFSA. Office of Financial Aid & Scholarships will have the final decision in awarding this scholarship.	665,270	38,603	30,319
WCBA	Scholarships	<b>JAD Scholarship Fund</b> Full-time student in good standing with 2.5 GPA demonstrating financial need. One annual scholarship.	365,365	14,210	15,512
University Wide	Scholarships	<b>John and Lucille Fedor</b> Scholarships for worthy students.	852,536	37,109	38,854
CLASS	Scholarships	<b>Julia Spitzer</b> Jewish students who show financial need.	39,063	4,391	1,780
Financial Aid	Scholarships	<b>Louis D Tauro Scholarship</b> Entering freshman based on financial need and high school academic achievement. Must maintain a 3.0 GPA or higher. The donor may nominate recipients. Renewable for four years.	130,755	20,361	5,959
CHHS	Scholarships	<b>Mary E Pinney Nursing Scholarship</b> Assist freshman or sophomore nursing students. Applicants must be residents of Ohio or Pennsylvania.	41,051	1,787	1,871
CCAC	Scholarships	<b>Mary P Rigo Memorial Scholarship</b> YSU student(s) who have completed 95 hours, must be a music major with emphasis in keyboard instruments, restricted to students who are residents of Mahoning County. Scholarship not to exceed \$500 each for one or more students.	32,154	1,115	1,459
STEM	Scholarships	<b>Michael A Rigo Memorial Scholarship</b> YSU student(s) who have completed 95 hours, award restricted to Mechanical Engineering student(s) who are residents of Mahoning County. Scholarship not to exceed \$500 each for one or more students.	32,154	2,398	1,459
CLASS	Scholarships	<b>Michael Klasvosky Geography Award</b> Geography students selected by geography department.	26,557	3,236	1,210
CLASS	Scholarships	<b>Michael Klasvosky Urban Studies Scholarship</b> Students majoring in geography who are employed in the department of Urban Studies.	12,237	3,659	558
CSIS	Scholarships	<b>Mildred N Graebing Business Education &amp; Technology Scholarship Fund</b> Annual awards to deserving students who are enrolled as full-time students in an information technology major.	41,052	10,607	1,871
CLASS	Scholarships	<b>Myron C Wick, Jr.</b> Three academic scholarships, two in the physical sciences and one in engineering.	254,518	12,873	11,600
CCAC	Scholarships	<b>Nellie P Nick Scholarship Fund</b> Provide scholarships or other forms of financial assistance to deserving students of the University; and that awards be made only to women students who may be enrolled in the Dana School of Music.	13,684	885	624

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Scholarships, continued</i>					
Financial Aid	Scholarships	<p><b>Peter George Parthemos</b>  Recipient is to be an entering student or existing YSU student who has a major in the Williamson College of Business Administration and is of Greek decent. One recipient will receive a \$500 scholarship, renewable annually, considering the recipient maintains a 3.0 GPA, or higher. The second scholarship will be awarded, preferably, to a parishioner at St. John's Greek Orthodox Church. Father Tom Constantine will assist in the selection of this recipient, along with the Office of Financial Aid and Scholarships. If there isn't anyone eligible for this component, then the scholarship will be deferred to a WCBA student.</p>	84,464	8,988	3,849
STEM	Scholarships	<p><b>Reel &amp; Fabek Memorial Scholarship</b>  Sophomore or higher status, with financial need and in good standing majoring in electrical engineering.</p>	25,422	2,181	1,159
CLASS	Scholarships	<p><b>Ronald Barnes and Emily Parker Mackall Scholarship</b>  Junior or senior with at least a 2.8 GPA. Student must have completed one year of basic economic principles and one year of fine arts classes. Available to students in the 5 county area as well as Beaver County, PA.</p>	78,213	8,558	3,565
CHHS	Scholarships	<p><b>Roseann Waindel Memorial Nursing FD</b>  Nursing scholarship. Evidence of financial need with a 3.0 GPA. Must have an interest in a career as a nurse.</p>	27,155	1,182	1,238
CHHS	Scholarships	<p><b>Theodore &amp; Evelyn Chengelis Memorial (Honors Day)</b>  Student of Hellenic heritage who will matriculate to medical school. Recipient will be selected by the Chengelis family of Boston and the award will be given at the Honors Convocation.</p>	34,118	5,263	1,555
Financial Aid	Scholarships	<p><b>Thomas Fabek &amp; Peter Fabek Scholarship Endowment</b>  An orphan or foster child from Youngstown with 2.5 or higher GPA. If candidate from Youngstown doesn't qualify, a candidate may come from another city in Mahoning County. First year students may apply. Scholarship is renewable for recipient that maintains a 2.5 GPA. Catholic Services or Mahoning Juvenile Dept. may suggest candidate.</p>	31,546	1,381	1,438
Financial Aid	Scholarships	<p><b>UAW Local 1112-BOC Lordstown Scholarship Fund</b>  Spouses and dependents of UAW Local 1112 and full-time salaried employees of BOC Lordstown Assembly plant. Employees must have been affiliated with the union and/or assembly plant for more than one year. Full-time sophomore to senior status with a 2.5 GPA. Students receiving other financial aid, including G.I. Bill are not eligible. Students with loans may apply.</p>	52,633	37,336	2,399
STEM	Scholarships	<p><b>Virgil A Hobart Scholarship</b>  Worthy engineering student based on need or merit. One award per year, \$1,000 maximum amount.</p>	26,680	3,213	1,216
WCBA	Scholarships	<p><b>William Petrych Memorial Scholarship</b>  Junior or senior majoring in accounting with a 3.2 GPA and displaying financial need. Scholarship is renewable each year until student graduates. One or two scholarships annually.</p>	265,163	12,409	12,085
Financial Aid	Scholarships	<p><b>YSU General Endowment Fund</b>  Assist the financial needs of advanced education.</p>	1,024	-	-
CCAC	Scholarships	<p><b>Robert E. Fleming Memorial Scholarship</b>  Students accepted into the Dana School of Music. First choice to school districts within the Mahoning Valley. Second choice to school districts within the Shenango Valley. Third choice to deserving students outside of the immediate region. Must be majoring in music education or music performance and maintain a 2.5 GPA. FASFA must be completed.</p>	17,423	809	794

**YOUNGSTOWN STATE UNIVERSITY**  
**Endowment Fund Report**  
**June 30, 2020**

COLLEGE or AREA	GENERAL PURPOSE	ENDOWMENT FUND - RESTRICTION	ENDOWMENT FUND BALANCE FAIR VALUE	SPENDING FUND BALANCE	FY 2021 INCOME DISTRIBUTION
<i>Scholarships, continued</i>					
CCAC	Scholarships	<b>Albert D. Caldron Memorial Scholarship Endowment</b> Students accepted into the Dana School of Music. Be a full-time student and registered for major level lessons in clarinet as a Music Education or Music Performance major. Maintain a minimum 3.0 GPA. Preference will be given to students demonstrating financial need.	29,808	1,279	1,354
N/A	Scholarships	<b>APAS Scholarship Endowment</b> First priority given to an APAS dependent. Must have completed 12 semester hours at YSU or 9 semester hours as a graduate student and be enrolled at least half time. GPA of 2.5 or higher for undergraduate students and 3.0 or higher for graduate students. One-time, non-renewable scholarship.	12,135	1,271	553
WCBA	Scholarships	<b>Robert C. &amp; Janice Machin Endowment</b> Student must be pursuing a Bachelor of Science in Business Administration or a Master of Business Administration with a demonstrated interest in or experience in international business. Must have aspirations for a career in international business, have a desire to work abroad and to serve as a senior-level executive in the future. Sophomore standing or higher with an overall GPA of 3.0 or better. Full-time student.	31,599	740	1,440
STEM	Scholarships	<b>The Bernard James Yozwiak Mathematics Scholarship</b> Must be a full time student and have attained the class rank of Senior at Youngstown State University with a major in Mathematics. The student must also demonstrate outstanding academic performance, particularly in mathematics. They also must show potential to make continuing contributions to, and participation in, the discipline of mathematics. **Endowment principal was transferred to the Foundation in January 2019.**	-	1,034	-
<b>Totals June 30, 2020</b>			<b>\$ 10,405,227</b>	<b>\$ 1,432,166</b>	<b>\$ 469,316</b>

# Youngstown

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STATE UNIVERSITY

2020

INSURANCE REPORT

**Annual Insurance Report**

## November 2020

This report outlines details regarding insurance coverage and premiums for FY 2021, 2020 and 2019. Employee Health Insurance premiums are captured at the end of a fiscal year. The report includes FY 2020, 2019 and 2018. Building Replacement Values, Vehicle Assignments and Insurance Premium summaries are also provided. Data compiled by the Office of Environmental and Occupational Health & Safety.

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## IUC-RMIC CASUALTY PROGRAM

Youngstown State University is a member of the Inter-University Council-Risk Management & Insurance Consortium, a collaboration of 13 Ohio public universities. The IUC-RMIC collectively pools a core group of casualty and property risks. The Pool retains a portion of the risks and purchases insurance to protect members from the financial consequences associated with a large loss. The IUC-RMIC's current broker is Marsh, USA.

The casualty insurance program includes General Liability, Auto Liability and Educators Legal Liability. There is \$100,000 retention applicable per occurrence. Losses between \$100,000 and \$1,000,000 are covered by the IUC-RMIC Casualty Loss Pool. Covered losses in excess of \$1M are paid by the carrier. Each member of the IUC-RMIC has a dedicated excess limit of \$9 million. The casualty program also includes a shared excess limit of \$30 million for General, Auto Liability and \$35 million for Educators Legal Liability.

### CASUALTY POOL

Contribution:	FY 21	\$124,007	includes:
	Pool Contribution		64,437
	Administrative Fees		41,164
	Loss Control		18,406
	FY 20	\$128,250	includes:
	Pool Contribution		72,866
	Administrative Fees		34,200
	Loss Control		21,184
	FY 19	\$87,109	includes:
	Pool Contribution		34,785
	Administrative Fees		32,560
	Loss Control		19,764

**FIRST EXCESS LAYER**

Underwriter: Genesis Reinsurance  
Premium: FY 21 70,687  
FY 20 58,859  
FY 19 49,755

Provides \$9,000,000 dedicated liability coverage excess of \$1,000,000. Coverage is extended to the University, the Board of Trustees, employees and volunteers.

**SHARED EXCESS LAYER**

Underwriter: United Educators  
Premium: FY 21 53,068  
FY 20 35,875  
FY 19 30,751

Provides \$20M excess of \$10M.

**SHARED EXCESS LAYER**

Underwriter: Indian Harbor (ELL Only)  
Premium: FY 21 3,473  
FY 20 11,332  
FY 19 9,441

Provides \$5M in excess of \$30M. Coverage is excess of Educator's Legal Liability only.

**POLLUTION**

Underwriter: Beazley  
Premium: FY 21 1,660  
FY 20 1,660  
FY 19 1,660

Provides \$ 5,000,000 coverage for Pollution Legal Liability.

**CYBER LIABILITY**

Underwriter: Beazley  
Premium: FY 21 15,000  
FY 20 15,000  
FY 19 14,920

Provides breach response services and Cyber Liability coverage.



### **CRIME COVERAGE**

Underwriter:           AIG, Travelers (FY19)  
Total Premium:       FY 21  7,212  
                              FY 20  6,890  
                              FY 19  4,689

Provides \$5,000,000 in coverage for the loss of money or securities as a result of employee theft, forgery, alteration, computer fraud or funds transfer fraud as well as Faithful Performance

### **FOREIGN LIABILITY**

Underwriter:           AIG Worldsource  
                              FY 21    827  
                              FY 20    827  
                              FY 19    827

Provides liability coverage for University employees traveling worldwide on University-sponsored business in the amount of \$1,000,000 per occurrence/\$1,000,000 aggregate. Coverage includes general liability, auto liability, foreign voluntary workers' compensation and travel accident.

### **MEDICAL MALPRACTICE INSURANCE**

Underwriter:           Chubb  
Premium:               FY 21 14,719  
                              FY 20  7,428  
                              FY 19  6,861

Provides healthcare professional liability coverage (\$25,000 deductible) for administrators, faculty and students in training programs. (\$1M/\$3M).

### **SPECIAL ACCIDENT**

Underwriter:           Hiscox  
Premium:               FY 21  3-Year Pre-paid Premium  
                              FY 20   291  
                              FY 19   167

Coverage is for monies and assistance for special accident incidents.

### **INTERNATIONAL HEALTH & SAFETY RISK SERVICE**

Underwriter:           International SOS  
Premium                FY 21  1,753  
                              FY 20  1,574  
                              FY 19  1,703

Provides access to services only for Medical Evacuation & Repatriation, Travel and Security.

## IUC-RMIC PROPERTY PROGRAM

The University is insured for damage to all buildings and contents at replacement cost. There is a \$100,000 deductible applicable per occurrence. Losses between \$100,000 and \$350,000 are covered by the IUC-RMIC Property Loss Pool. Losses in excess of \$350,000 are paid by the carrier. Each member has a dedicated limit of \$100 million per occurrence and a shared excess limit of \$1.40 Billion.

### PROPERTY POOL

Contribution:	FY 21	\$53,057	includes:
	Property Pool		26,948
	Auto physical damage		7,460
	Loss control		12,132
	Administrative fees		6,517
	FY 20	\$47,385	includes:
	Property Pool		22,401
	Auto physical damage		5,969
	Loss control		12,679
	Administrative fees		6,336
	FY 19	\$46,224	includes:
	Property Pool		19,885
	Auto physical damage		6,353
	Loss control		12,597
	Administrative fees		7,389

Pool also provides coverage for automobile physical damage claims to University vehicles (\$1,000 deductible).

### PRIMARY LAYER - \$100M

Underwriters:	Zurich and Lexington (AIG)		
Premium:	FY 21	120,259	
	FY 20	85,757	
	FY 19	83,272	

Provides replacement cost coverage for loss beyond the \$350,000 for buildings and property due to perils such as (but not limited to) fire, storm, riot, explosion and theft. Also includes Business Income and Equipment Breakdown (Boiler & Machinery) Coverage.

### SHARED EXCESS LAYER

Underwriters:	Zurich and Lexington (AIG)		
Premium:	FY 21	20,043	
	FY 20	14,215	
	FY 19	13,879	

Provides \$500M in excess of \$100M.

### **SHARED EXCESS LAYER**

Underwriter: Zurich and Chubb Bermuda  
Premium: FY 21 12,509  
FY 20 8,878  
FY 19 8,658

Provides \$500M in excess of \$600M.

### **SHARED EXCESS LAYER**

Underwriter: Chubb Bermuda  
Premium: FY 21 0  
FY 20 8,878  
FY 19 8,658

Provides \$400M in excess of \$1.1B. Due to level of insurable values, YSU is not required to pay any premium in this layer.

### **BUSINESS TRAVEL ACCIDENT INSURANCE**

Underwriter: Zurich American  
Premium: FY 21  
FY 20 1,819  
FY 19 1,819

Coverage provides \$100,000 for Accidental Death & Dismemberment for each employee or member of the Board of Trustees while traveling on University business. There is an aggregate limit of \$1,000,000.

### **FINE ART - MUSEUM INSURANCE**

Underwriter: Willis Fine Art Insurance  
Broker: James & Sons  
Premium: FY 21  
FY 20 3,515  
FY 19 3,380

Coverage includes works of art that are part of the permanent collection, loaned collection and special exhibitions.

**INTERCOLLEGIATE SPORTS ACCIDENT INSURANCE**

Carrier: Fidelity  
Premium: FY 21  
FY 20 156,000  
FY 19 144,550

Program provides accident medical and dental coverage as well as accidental death & dismemberment for participants of various intercollegiate sports.

**INTERCOLLEGIATE LIFETIME CATASTROPHIC INJURY INSURANCE**

Underwriter: Lincoln National Life Insurance  
Premium: Paid by NCAA for FY 19, FY 18, FY 17

Provides lifetime medical and rehabilitation benefits to students participating in the intercollegiate athletics program.

**WORKERS' COMPENSATION**

Underwriter: State of Ohio, Bureau of Workers' Compensation  
Premium: FY 21 0.0000 ?? (per \$100 of payroll)  
FY 20 0.1691  
FY 19 0.2234

Coverage is for medical expenses and partial salary compensation.

**UNEMPLOYMENT COMPENSATION**

Underwriter: State of Ohio, Department of Job & Family Services  
Premium: FY 20  
FY 19 74,558  
FY 18 89,945

Coverage provides benefits for individuals who have been laid off from University employment.

**EMPLOYEE HEALTH INSURANCE**

Underwriter: Super Med Plus Plan  
Self-Insured Paid

FY 20  
FY 19 11,242,087  
FY 18 11,193,792

Premium: FY 20 Aggregate Stop Loss Premium \$ per month plus a specific Stop Loss Premium of \$ for a total of \$ (monthly). Total annual Stop Loss amount of \$ Specific Stop Loss Retention is \$200,000 per individual

FY 19 Aggregate Stop Loss Premium \$2,745 per month plus a specific Stop Loss Premium of \$92,701 for a total of \$95,446 (monthly). Total annual Stop Loss amount of \$1,145,352. Specific Stop Loss Retention is \$200,000 per individual

FY 18 Aggregate Stop Loss Premium \$2,064 per month plus a specific Stop Loss Premium of \$104,183 for a total of \$106,247 (monthly). Total annual Stop Loss amount of \$1,274,964. Specific Stop Loss Retention is \$200,000 per individual

Monthly Adm. Fees: FY 20  
FY 19 41,282  
FY 18 40,932

Coverage includes hospitalization, medical and major medical.

**EMPLOYEE DENTAL, VISION AND PRESCRIPTION DRUG INSURANCE**

Underwriter: Delta Dental  
Claims: FY 20  
FY 19 658,841  
FY 18 621,111

Underwriter: National Vision Administrators  
Claims: FY 20  
FY 19 73,901  
FY 18 72,531

Underwriter: Medical Mutual of Ohio (Prescription Drugs)  
Claims: FY 20  
FY 19 3,851,721  
FY 18 3,683,995

**EMPLOYEE LIFE AND LONG TERM DISABILITY INSURANCE**

Premium: FY 20 . /\$1000 (Principal Financial)  
FY 19 .112  
FY 18 .11

Provides term life insurance in the amount of 2½ x annual salary.

Underwriter: Sun Life Assurance (Long Term Disability)

Premium: FY 20 . /\$1000  
FY 19 .152  
FY 18 .22

Premium is per calendar year and covers all full-time employees with less than five years of Ohio retirement service credit. Benefit is 60% of monthly earnings not to exceed \$7,500/month or less than \$100/month.

**INTER-UNIVERSITY COUNCIL-RISK MANAGEMENT &  
INSURANCE CONSORTIUM (IUC-RMIC)  
COST SUMMARY FOR YOUNGSTOWN STATE UNIVERSITY**

Coverage	FY21	FY20	FY19
<b>CASUALTY</b>			
Administrative Fees	41,164	34,200	32,560
Loss Control/Consulting	18,406	21,184	19,764
<b>\$1M Layer</b>			
Self-Insurance Pool	64,467	72,866	34,785
<b>\$9M Excess Layer</b>			
\$9M x/s 1M	70,687	58,859	49,755
\$15M x/s \$10M	56,038	35,875	30,751
\$25M x/s \$25M	3,473	11,332	9,441
<b>Other Coverage</b>			
Crime	7,212	6,890	4,689
Foreign Liability	827	827	827
Special Accident	3-Year Prepaid	291	167
Medical Malpractice	14,719	7,428	6,861
ISOS	1,753	1,574	1703
Pollution	1,660	1,660	1,660
Cyber	15,000	15,000	14,920
<b>CASUALTY TOTAL</b>	<b>292,406</b>	<b>267,986</b>	<b>207,883</b>
<b>PROPERTY</b>			
Administrative Fees	6,517	6,336	7,389
Auto Physical Damage	7,460	5,969	6,353
Property Pool	26,948	22,401	19,885
Loss Control/Engineering	12,132	12,679	12,597
<b>Primary \$100M Layer</b>	120,259	85,757	83,272
<b>Shared Excess Layers</b>			
\$400M x/s \$100M	20,013	14,215	13,879
\$1.25B x/s \$500M	12,509	8,878	8,658
<b>PROPERTY TOTAL</b>	<b>205,868</b>	<b>156,235</b>	<b>152,033</b>
<b>PROGRAM TOTAL</b>	<b>498,274</b>	<b>424,221</b>	<b>359,916</b>

## BUILDING AND CONTENT REPLACEMENT VALUES

Location Name	Total Value	Location Name	Total Value
315 Elm St	580,000	Melnick Hall	3,354,000
Andrews Recreation Center	18,875,266	Meshel Hall	25,259,553
Beeghly College of Education	29,144,884	Moser Hall	44,728,085
Beeghly Center	40,618,516	MVICC	5,607,000
Bliss Hall	54,415,242	Parking Deck M-30	25,681,975
Bookstore/Barnes & Noble	5,000,000	Parking Deck M-60	14,182,370
Cafaro House	16,743,268	Phelps Building	4,801,000
Central Utility Building	10,872,293	Pollock House	4,430,000
Chemical Management	4,089,000	Salata Complex	8,414,185
Chilled Water Storage	2,588,000	Smith Hall	435,000
Christman Dining Hall	4,250,000	Stambaugh Stadium	55,147,138
Clingan Waddell	2,022,000	Stavich Family Bridge	1,896,000
Coffelt Hall	1,213,000	Substation	7,648,000
Courtyard Apartments	24,605,337	Sweeney Hall	2,001,000
Cushwa Hall	57,058,020	Tod Hall	17,427,215
DeBartolo Hall	29,367,396	Track Storage	459,000
Fedor Hall	12,309,754	Veterans Center	1,213,000
Fok Hall	1,037,000	Ward Beecher Hall	64,611,624
Garfield	3,371,000	WATTS	16,498,892
Jones Hall	14,515,305	Weller House	2,416,000
Kilcawley Center	39,729,618	Westinghouse	4,127,000
Kilcawley House	9,472,000	Wick House	2,207,000
Lincoln Building	16,109,751	Williamson Hall	35,757,778
Lyden House	14,341,634		
Maag Library	137,753,661		
McDonough Museum	4,782,350	Total	Update from SOV



## ASSIGNMENT OF UNIVERSITY VEHICLES

<b>Department</b>	<b>Autos</b>	<b>Trucks</b>	<b>Vans</b>	<b>Other</b>	<b>Total</b>
Athletics			2	6	8
Campus Recreation				3	3
Electronic Maintenance				3	3
Facilities	1	2	8	3	14
Grounds	2	8		16	26
Housing/Facilities		1	2		3
Janitorial Services	1	1		1	3
Kilcawley Center				1	1
Mail Room	1		1	1	3
Motor Pool	3		5	2	10
Movers			1		1
Parking Services	2	6			8
Police	15	1		4	20
President's Office				1	1
Procurement Services			1		1
Recycling		2			2
Rich Center			1		1
STEM	1			2	3
Telephone Services	2		1		3
<b>Total</b>	<b>28</b>	<b>23</b>	<b>22</b>	<b>39</b>	<b>114</b>

### NON-IUC INSURANCE SUMMARY

Coverage	Underwriter	FY 21	FY 20	FY 19
Workers' Compensation Per \$100 in payroll	State of Ohio		0.1691	0.2234
Fine Art Museum	Willis		3,515	3,380
Business Travel Insurance	Zurich		1,819	1,819
Intercollegiate Sports	Fidelity		156,000	144,550
Intercollegiate Lifetime Catastrophic Injury	Lincoln National Life	Paid by NCAA	Paid by NCAA	Paid by NCAA

### EMPLOYEE INSURANCE SUMMARY

Coverage	Underwriter	FY 20	FY 19	FY 18
Unemployment Compensation	State of Ohio		74,558	89,945
Super Med Plus	Medical Mutual		11,242,087	11,193,792
Stop Loss Premium			1,145,352	1,274,964
Dental	Delta Dental		658,841	621,111
Vision	National Vision		73,901	72,531
Rx	Medical Mutual		3,851,721	3,683,995
Administrative Fees	Medical Mutual		495,384	491,184
Employee Life <sup>1</sup> Rate per \$1000	Principal Financial		.112	.11
Long Term Disability <sup>1</sup> Rate per \$1000	Sun Life Assurance		.152	.22
<b>Total</b>			<b>17,541,844</b>	<b>17,427,522</b>
<sup>1</sup> not included in total				

# **UNIVERSITY AFFAIRS**

## **AGENDA**



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
UNIVERSITY AFFAIRS COMMITTEE  
Charles T. George, Chair  
Capri S. Cafaro, Vice Chair  
All Trustees are Members**

**Wednesday, December 2, 2020  
3:30 p.m. or immediately following  
previous meeting**

**Kilcawley Center  
Chestnut Room**

**AGENDA**

- A. Disposition of Minutes for Meetings Held September 2, 2020; October 5, 2020; and November 20, 2020**
- B. Old Business**
- C. Committee Items**

**1. Intercollegiate Athletics Action Items**

- C.1.a. = Tab 1 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 July 16, 2020, through October 15, 2020. Personnel actions for intercollegiate athletics staff and coaching are contingent upon approval of the Board of Trustees.  
Ron Stollo, Executive Director of Athletics, will report.

**2. Intercollegiate Athletics Discussion Items**

- C.2.a. = Tab 2 a. Report on the Educational Outcome of Student-Athletes**  
Ron Stollo, Executive Director of Athletics, will report.
- C.2.b. = Tab 3 b. Report of the Academic Progress Rate (APR) Figures**  
Ron Stollo, Executive Director of Athletics, will report.
- C.2.c. = Tab 4 c. Report on the Average Cumulative GPA's by Term**  
Ron Stollo, Executive Director of Athletics, will report.
- C.2.d. = Tab 5 d. Report on the Number of Athletes by Academic Major**  
Ron Stollo, Executive Director of Athletics, will report.

### **3. University Affairs Discussion Item**

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

Holly Jacobs, Vice President for Legal Affairs and Human Resources, will provide a summary of current litigation and personnel matters, as well as a collective bargaining update.

### **4. University Affairs Action Items**

- a. \*Consent Items** - Holly Jacobs, Vice President for Legal Affairs and Human Resources, and Cynthia Kravitz, Associate Vice President and Chief Human Resources Officer, will report.

- C.4.a.1. = Tab 6**      **1. Resolution to Modify Public Use of University Grounds for Expressive Activity Policy, 3356-4-21**
- C.4.a.2. = Tab 7**      **2. Resolution to Modify and Retitle Background Checks Policy, 3356-7-44**
- C.4.b. = Tab 8**      **b. Resolution to Modify and Retitle Emeritus Status for Faculty and Excluded Professional/Administrative Staff and APAS Policy, 3356-7-17**  
Cynthia Kravitz, Associate Vice President and Chief Human Resources Officer, will report.
- C.4.c. = Tab 9**      **c. Resolution Regarding Terms and Conditions of Employment for Classified Employees Excluded from Collective Bargaining**  
Kevin Kralj, Director, Labor and Employee Relations, will report.
- C.4.d. = Tab 10**      **d. 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 July 16, 2020, through October 15, 2020. Personnel actions for faculty and professional/administrative staff are contingent upon approval of the Board of Trustees.  
Cynthia Kravitz, Associate Vice President and 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 September 3, 2020, meeting of the Board of Trustees; and

**WHEREAS**, such personnel actions are in accordance with the 2020-2021 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**  
**Athletics Employees**  
**7/16/20 through 10/15/20**

**Appointments - 2**

- Professional Administrative Excluded- 1
- Professional Administrative Externally Funded- 1

**Separations - 3**

- Professional Administrative Staff - 1
- Professional Administrative Excluded - 2

**Reclassifications/Position Adjustments - 2**

- Professional Administrative Excluded - 2

**Salary Adjustments - 2**

- Classified Civil Service - 2





**YOUNGSTOWN STATE UNIVERSITY  
ATHLETICS EMPLOYEES  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
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>	<b>TYPE OF SEPARATION</b>
Morelli, Anthony	APAS	Assistant to Head Trainer Sports Info	Sports Information	7/31/2020	0.50	\$ 20,254.26	Retired
Paisley, Ryan	Excluded	Assistant Coach, Swimming	Swimming & Diving - Women's	8/3/2020	1.00	\$ 35,000.00	Resigned
Van Blarcom, Derek	Excluded	Assistant Coach Strength Conditioning	Training Room	9/22/2020	1.00	\$ 31,695.00	Resigned

**YOUNGSTOWN STATE UNIVERSITY  
ATHLETICS EMPLOYEES  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
RECLASSIFICATIONS/POSITION ADJUSTMENTS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>NEW POSITION TITLE/ OLD POSITION TITLE</b>	<sup>1</sup> <b>NEW DEPARTMENT/OLD DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Hernandez, Ulises	Excluded	Head Coach Men's Tennis/ Assistant Coach Tennis	Tennis - Men's	7/1/2020	1.00	\$ 30,906.00	\$ 30,906.00
Sopel, Mickael	Excluded	Head Coach Women's Tennis/ Head Coach Men's & Women's Tennis	Tennis - Women's	7/1/2020	1.00	\$ 52,406.28	\$ 52,406.28

**YOUNGSTOWN STATE UNIVERSITY  
ATHLETICS EMPLOYEES  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
SALARY ADJUSTMENTS**

<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>OLD FTE</b>	<b>PREVIOUS SALARY</b>
Innocent, Tracey	ACE	Travel Specialist	Athletic Facilities Rental	19/13/2020	1.00	\$ 37,544.00	1.00	\$ 36,982.40
Webber, Jason	ACE	Athletic Facilities Specialist	Athletic Facilities Rental	8/16/2020	1.00	\$ 24,211.20	1.00	\$ 23,857.60
<i>Please note: all ACE positions listed include the furlough reduction.</i>								

YOUNGSTOWN STATE UNIVERSITY  
 INTERCOLLEGIATE ATHLETICS  
 FOUR-YEAR COHORT STUDENT ATHLETES VS. GENERAL STUDENT BODY GRADUATION RATE  
 TEN YEAR HISTORY

<i>ENTERING FRESHMEN CLASS</i>	<u>2020</u> 13-14	<u>2019</u> 12-13	<u>2018</u> 11-12	<u>2017</u> 10-11	<u>2016</u> 09-10	<u>2015</u> 08-09	<u>2014</u> 07-08	<u>2013</u> 06-07	<u>2012</u> 05-06	<u>2011</u> 04-05
YSU STUDENT-ATHLETES	62	61	60	63	61	64	65	62	59	56
YSU GENERAL STUDENTS	36	33	33	32	32	34	34	35	36	36
<b>DIFFERENCE</b>	26	28	27	31	29	30	31	27	23	20

YOUNGSTOWN STATE UNIVERSITY  
 INTERCOLLEGIATE ATHLETICS  
 STUDENT ATHLETES VS. GENERAL STUDENT BODY GRADUATION RATE (NON-COHORT)  
 TEN YEAR HISTORY

<i>ENTERING FRESHMEN CLASS</i>	<u>2020</u> 13-14	<u>2019</u> 12-13	<u>2018</u> 11-12	<u>2017</u> 10-11	<u>2016</u> 09-10	<u>2015</u> 08-09	<u>2014</u> 07-08	<u>2013</u> 06-07	<u>2012</u> 05-06	<u>2011</u> 04-05
YSU STUDENT-ATHLETES	64	52	54	72	59	49	65	69	71	54
YSU GENERAL STUDENTS	41	37	35	31	31	33	33	32	35	37
<b>DIFFERENCE</b>	23	15	19	41	28	16	32	37	36	17
<b>NCAA REQUIREMENT OF &gt; 13%</b>	13	13	13	13	13	13	13	13	13	13
<b>DIFFERENCE</b>	10	2	6	28	15	3	19	24	23	4
<b>YSU - GSR</b>	80	81	80	79	79	78	76	74	70	69
<b>NCAA REQUIREMENT OF &gt; 90%</b>	90	90	90	90	90	90	90	90	90	90
<b>DIFFERENCE</b>	-10	-9	-10	-11	-11	-12	-14	-16	-20	-21

Note: The above figures represent a four-year cohort. Students must graduate within six years. Therefore, the 2017 figures represent the freshman entering classes of 07-08, 08-09, 09-10, 10-11.

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
FOUR-YEAR COHORT STUDENT-ATHLETES GRADUATION RATES  
TEN YEAR HISTORY

<b>ENTERING FRESHMEN CLASS</b>	<u>2020</u> 13-14	<u>2019</u> 12-13	<u>2018</u> 11-12	<u>2017</u> 10-11	<u>2016</u> 09-10	<u>2015</u> 08-09	<u>2014</u> 07-08	<u>2013</u> 06-07	<u>2012</u> 05-06	<u>2011</u> 04-05
<b>HORIZON LEAGUE:</b>										
CLEVELAND STATE	71	71	71	65	62	59	57	57	59	60
DETROIT	73	71	71	70	64	64	66	65	69	68
GREEN BAY	69	67	66	65	68	70	71	74	72	74
IUPUI	67	64	63	62						
MILWAUKEE	74	67	63	60	56	60	62	66	69	72
NORTHERN KENTUCKY	61	61	63	58	61					
OAKLAND	73	70	66	62	60	61	60	59		
UIC	73	75	75	73	72	70	68	69	67	64
WRIGHT STATE	62	64	64	68	71	66	69	65	63	70
<b>YOUNGSTOWN STATE</b>	<b>62</b>	<b>61</b>	<b>60</b>	<b>63</b>	<b>61</b>	<b>64</b>	<b>65</b>	<b>62</b>	<b>59</b>	<b>56</b>
HORIZON LEAGUE AVERAGE	69	67	66	65	64	64	65	65	65	66
<i>NCAA DIVISION I</i>	<i>69</i>	<i>68</i>	<i>67</i>	<i>67</i>	<i>66</i>	<i>66</i>	<i>65</i>	<i>65</i>	<i>64</i>	<i>64</i>
<b>YSU GENERAL STUDENTS</b>	<b>36</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>36</b>
HL GENERAL STUDENTS (AVERAGE)	48	47	46	45	46	47	47	47	44	44
<b>YSU S/A'S ABOVE GENERAL STUDENTS</b>	<b>26</b>	<b>28</b>	<b>27</b>	<b>31</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>27</b>	<b>23</b>	<b>20</b>
HL S/A'S ABOVE GENERAL STUDENTS	21	20	20	20	18	17	18	18	21	22
<b>MISSOURI VALLEY FOOTBALL:</b>										
ILLINOIS STATE	74	71	69	71	71	71	70	66	65	67
INDIANA STATE	62	57	59	57	55	58	54	57	58	59
MISSOURI STATE	72	66	63	60	61	62	63	65	64	65
NORTH DAKOTA STATE	70	66	67	66	64	62	64	65	62	61
NORTHERN IOWA	69	69	70	68	66	68	67	70	71	66
SOUTH DAKOTA	71	69	68	67	60	64	60	57	57	56
SOUTH DAKOTA STATE	71	73	73	72	72	73	70	71	68	59
SOUTHERN ILLINOIS	67	69	67	65	66	65	66	64	64	66
WESTERN ILLINOIS	65	63	63	65	63	66	68	65	64	62
<b>YOUNGSTOWN STATE</b>	<b>62</b>	<b>61</b>	<b>60</b>	<b>63</b>	<b>61</b>	<b>64</b>	<b>65</b>	<b>62</b>	<b>59</b>	<b>56</b>
MISSOURI VALLEY AVERAGE	68	66	66	65	64	65	65	64	63	62
<i>NCAA DIVISION I</i>	<i>69</i>	<i>68</i>	<i>67</i>	<i>67</i>	<i>66</i>	<i>66</i>	<i>65</i>	<i>65</i>	<i>64</i>	<i>64</i>
<i>FCS</i>	<i>68</i>	<i>67</i>	<i>66</i>	<i>65</i>	<i>65</i>	<i>64</i>	<i>65</i>	<i>65</i>	<i>64</i>	<i>64</i>
<b>YSU GENERAL STUDENTS</b>	<b>36</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>36</b>
MVFC GENERAL STUDENTS (AVERAGE)	53	53	52	53	52	53	53	53	52	52
<b>YSU S/A'S ABOVE GENERAL STUDENTS</b>	<b>26</b>	<b>28</b>	<b>27</b>	<b>31</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>27</b>	<b>23</b>	<b>20</b>
MVFC S/A'S ABOVE GENERAL STUDENTS	15	13	14	12	12	12	12	11	11	9
<b>EXHAUSTING ATHLETIC ELIGIBILITY</b>	<b>95</b>	<b>95</b>	<b>95</b>	<b>96</b>	<b>95</b>	<b>93</b>	<b>93</b>	<b>93</b>	<b>93</b>	<b>93</b>

Source: NCAA Graduation Rates Report

Note: All figures represent the institutional rates. Therefore, the Missouri Valley Football Conference figures are not exclusively the football program figures rather they are the institutional figures.

Note: A cohort is four collective years of data, i.e. the 2019 cohort includes those students entering as freshmen receiving athletic aid in the years 09-10, 10-11, 11-12, 12-13 and who subsequently graduate with a four-year degree within six years of initial enrollment.

Note: Student-Athletes who, as entering freshmen received athletically-related aid, spent their entire athletic career at Youngstown State University (exhausting athletic eligibility), and subsequently graduated with a four-year degree.

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
FOUR-YEAR COHORT GENERAL STUDENTS GRADUATION RATES  
TEN YEAR HISTORY

<i>ENTERING FRESHMEN CLASS</i>	<u>2020</u> 13-14	<u>2019</u> 12-13	<u>2018</u> 11-12	<u>2017</u> 10-11	<u>2016</u> 09-10	<u>2015</u> 08-09	<u>2014</u> 07-08	<u>2013</u> 06-07	<u>2012</u> 05-06	<u>2011</u> 04-05
<b>HORIZON LEAGUE:</b>										
CLEVELAND STATE	47	46	46	38	36	34	31	30	28	29
DETROIT	66	65	61	60	58	56	56	54	54	52
GREEN BAY	51	50	49	48	49	50	50	52	53	53
IUPUI	49	48	47	46						
MILWAUKEE	45	45	45	46	45	44	43	42	42	43
NORTHERN KENTUCKY	42	40	38	38	31					
OAKLAND	51	48	46	45	44	43	42	41		
UIC	59	59	59	58	58	57	56	55	52	53
WRIGHT STATE	38	37	37	39	40	40	42	43	43	45
<b>YOUNGSTOWN STATE</b>	<b>36</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>36</b>
HORIZON LEAGUE AVERAGE	48	47	46	45	44	45	44	44	44	44
<i>NCAA DIVISION I</i>	67	66	66	65	65	64	64	63	63	62
<b>MISSOURI VALLEY FOOTBALL:</b>										
ILLINOIS STATE	70	71	71	72	72	71	71	70	70	68
INDIANA STATE	40	40	39	40	41	41	42	42	42	42
MISSOURI STATE	55	54	54	54	54	55	54	55	54	54
NORTH DAKOTA STATE	58	56	56	55	54	54	53	53	51	50
NORTHERN IOWA	66	66	66	66	66	66	67	66	66	65
SOUTH DAKOTA	57	55	53	53	48	51	51	50	48	54
SOUTH DAKOTA STATE	55	55	55	56	56	58	57	56	55	*
SOUTHERN ILLINOIS	47	46	44	44	45	45	46	48	45	45
WESTERN ILLINOIS	50	51	53	54	54	55	56	54	56	57
<b>YOUNGSTOWN STATE</b>	<b>36</b>	<b>33</b>	<b>33</b>	<b>32</b>	<b>32</b>	<b>34</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>36</b>
MISSOURI VALLEY AVERAGE	53	53	52	53	52	53	53	53	52	52
<i>NCAA DIVISION I</i>	67	66	66	65	65	64	64	63	63	62
<i>FCS</i>	61	60	60	60	58	59	64	63	63	62

Source: NCAA Graduation Rates Report

Note: All figures represent the institutional rates. Therefore, the Missouri Valley Football Conference figures are not exclusively the football program figures rather they are the institutional figures.

Note: A cohort is four collective years of data, i.e. the 2018 cohort includes those students entering as freshmen receiving athletic aid in the years 08-09, 09-10, 10-11, 11-12 and who subsequently graduate with a four-year degree within six years of initial enrollment.

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
NCAA GRADUATION SUCCESS RATES  
TEN YEAR HISTORY

<b>ENTERING FRESHMEN CLASS</b>	<u>2020</u> 13-14	<u>2019</u> 12-13	<u>2018</u> 11-12	<u>2017</u> 10-11	<u>2016</u> 09-10	<u>2015</u> 08-09	<u>2014</u> 07-08	<u>2013</u> 06-07	<u>2012</u> 05-06	<u>2011</u> 04-05
<b>HORIZON LEAGUE:</b>										
CLEVELAND STATE	92	95	94	90	86	82	82	82	84	84
DETROIT	91	91	90	90	82	80	81	80	88	92
GREEN BAY	91	92	93	94	96	92	90	91	91	94
IUPUI	91	90	89	86						
MILWAUKEE	89	84	78	74	71	74	76	77	80	82
NORTHERN KENTUCKY	79	78	77	72	76					
OAKLAND	90	87	84	82	80	80	80	81		
UIC	89	88	84	83	82	82	83	82	84	81
WRIGHT STATE	86	87	84	87	88	79	79	75	74	81
<b>YOUNGSTOWN STATE</b>	<b>80</b>	<b>81</b>	<b>80</b>	<b>79</b>	<b>79</b>	<b>78</b>	<b>76</b>	<b>74</b>	<b>70</b>	<b>69</b>
HORIZON LEAGUE AVERAGE	88	87	85	84	82	81	81	80	82	83
<i>NCAA DIVISION I</i>	90	88	87	86	84	83	82	81	80	80
<b>MISSOURI VALLEY FOOTBALL:</b>										
ILLINOIS STATE	91	90	88	88	88	87	87	84	85	85
INDIANA STATE	85	84	82	81	74	70	60	62	66	72
MISSOURI STATE	85	83	83	82	81	81	82	82	80	78
NORTH DAKOTA STATE	88	85	85	85	84	80	82	82	81	84
NORTHERN IOWA	87	87	85	82	80	80	82	84	83	81
SOUTH DAKOTA	92	88	89	86	79	76	74	73	75	79
SOUTH DAKOTA STATE	86	86	85	83	82	83	81	83	83	80
SOUTHERN ILLINOIS	89	90	86	83	81	78	80	79	80	79
WESTERN ILLINOIS	86	86	86	84	79	78	77	76	78	77
<b>YOUNGSTOWN STATE</b>	<b>80</b>	<b>81</b>	<b>80</b>	<b>79</b>	<b>79</b>	<b>78</b>	<b>76</b>	<b>74</b>	<b>70</b>	<b>69</b>
MISSOURI VALLEY AVERAGE	87	86	85	83	81	79	78	78	78	78
<i>NCAA DIVISION I</i>	90	88	87	86	84	83	82	81	80	80
<i>FCS</i>	88	87	76	74	73	71	72	68	80	80

Source: NCAA Graduation Success Rates Report

**How does it differ from the Federal Graduation Rate?:**

The NCAA developed its Graduation Success Rate (GSR) in response to criticism that the Federal Graduation Rate (FGR) understates the academic success of athletes because the FGR method does not take into account two important factors in college athletics:

- When student-athletes transfer FROM an institution before graduating and is in good academic standing (perhaps to transfer to another institution for more playing time, different major, or to go pro); and
- Those student-athletes who transfer TO an institution (e.g. from a community college or another 4-year college) and earn a degree.

The Federal Graduation Rate (FGR) treats transfers as nongraduates for the original institution the student-athlete attended, even if that student-athlete later graduates from another institution. Also, the FGR does not include that student-athlete in the graduation rates at the new institution where he/she does graduate. Therefore, once a student-athlete transfers to another school he/she is no longer recognized in the calculated graduation rate. The GSR takes into accounts both factors and gives credit to institutions for successful transfers, whether they are leaving or entering an institution.

Note: All figures represent the institutional rates. Therefore, the Missouri Valley Football Conference figures are not exclusively the football program figures rather they are the institutional figures.

Tab 3



YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
SPORT BY SPORT  
ACADEMIC PROGRESS RATE (APR)

	NCAA AVERAGE	2019-20				2018-19				2017-18			
		POINTS EARNED	TOTAL POSSIBLE	ANNUAL APR	MULTI-YEAR APR	POINTS EARNED	TOTAL POSSIBLE	ANNUAL APR	MULTI-YEAR APR	POINTS EARNED	TOTAL POSSIBLE	ANNUAL APR	MULTI-YEAR APR
BASEBALL	973	106	110	964	968	100	103	971	977	106	108	981	988
MEN'S BASKETBALL	966	47	51	922	943	48	48	1000	958	42	47	894	947
MEN'S CROSS COUNTRY	979	31	34	912	949	44	44	1000	970	39	40	975	970
FOOTBALL	957	307	338	908	948	325	345	942	956	318	326	975	945
MEN'S GOLF	984	32	32	1000	977	34	34	1000	979	33	32	1031	979
MEN'S SWIMMING	990	16	16	1000	1000								
MEN'S TENNIS	981	26	26	1000	957	31	32	969	939	29	31	935	946
MEN'S TRACK	971	150	153	980	959	143	150	953	953	130	132	985	961
WOMEN'S BASKETBALL	980	59	59	1000	991	55	55	1000	990	53	54	981	990
BOWLING	974	39	39	1000	982	24	24	1000	971	24	24	1000	957
WOMEN'S CROSS COUNTRY	988	44	44	1000	994	48	48	1000	987	33	34	971	985
WOMEN'S GOLF	990	40	40	1000	977	31	32	969	976	25	27	926	984
SOCCER	986	98	99	990	964	87	91	956	957	84	86	977	961
SOFTBALL	983	78	82	951	984	72	72	1000	993	72	72	1000	993
WOMEN'S SWIMMING	991	81	83	976	986	90	91	989	991	77	78	987	991
WOMEN'S TENNIS	988	26	26	1000	973	28	29	966	973	30	30	1000	981
WOMEN'S TRACK	982	164	166	988	978	176	180	978	965	161	164	982	964
VOLLEYBALL	987	40	42	952	963	50	49	1020	970	46	50	920	965
INSTITUTIONAL APR	981			975	972			983	971			972	971

- The APR, holds institutions accountable for the academic progress of their student-athletes through a team-based metric that accounts for the eligibility and retention of each student-athlete for each academic term.
- The APR is calculated as follows:
  - Each student receiving athletically related financial aid earns 1 point for staying in school (retention) & 1 point for being academically eligible (retention) - the 2 factors research identifies as best indicators of graduation.
  - A team's total points are divided by points possible and then multiplied by 1,000 to equal the team's Academic Progress Rate.
  - In addition to a team's current-year APR, its rolling four-year APR is also used to determine accountability.
- Teams must earn a four-year APR of 930 to compete in NCAA Championships.

Tab 4

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
AVERAGE CUMULATIVE GPA'S BY TERM  
FIVE YEAR HISTORY

SPORT	THREE YEAR AVERAGE	2019-20		2018-19		2017-18		2016-17		2015-16	
		SPRING 2020	FALL 2019	SPRING 2019	FALL 2018	SPRING 2018	FALL 2017	SPRING 2017	FALL 2016	SPRING 2016	FALL 2015
BASEBALL	3.25	3.29	3.18	3.23	3.23	3.22	3.32	3.08	3.08	3.09	3.07
MEN'S BASKETBALL	2.88	2.95	2.88	2.89	2.78	2.89	2.89	3.04	3.10	2.95	2.88
WOMEN'S BASKETBALL	3.71	3.73	3.73	3.74	3.75	3.66	3.65	3.55	3.58	3.52	3.51
MEN'S CROSS COUNTRY	3.07	2.96	2.78	3.23	3.16	3.12	3.18	3.02	3.02	3.19	3.19
WOMEN'S CROSS COUNTRY	3.33	3.47	3.40	3.38	3.36	3.20	3.15	3.25	3.25	3.34	3.30
FOOTBALL	2.83	2.94	2.88	2.81	2.84	2.80	2.71	2.68	2.75	2.68	2.69
MEN'S GOLF	3.53	3.53	3.47	3.52	3.52	3.55	3.61	3.37	3.39	3.41	3.41
WOMEN'S GOLF	3.50	3.47	3.34	3.43	3.42	3.65	3.67	3.62	3.60	3.59	3.57
SOCCER	3.52	3.64	3.56	3.48	3.55	3.51	3.37	3.41	3.34	3.38	3.38
SOFTBALL	3.14	3.05	3.03	3.11	3.14	3.24	3.27	3.22	3.25	3.33	3.34
MEN'S SWIMMING	3.43	3.41	3.44								
WOMEN'S SWIMMING	3.37	3.43	3.34	3.31	3.29	3.42	3.41	3.47	3.47	3.47	3.47
MEN'S TENNIS	3.27	3.37	3.25	3.36	3.30	3.18	3.14	3.24	3.30	3.24	3.25
WOMEN'S TENNIS	3.53	3.66	3.65	3.55	3.53	3.39	3.39	3.47	3.44	3.55	3.60
MEN'S TRACK	3.10	3.15	3.09	3.13	3.14	3.04	3.05	3.02	2.97	2.98	2.95
WOMEN'S TRACK	3.32	3.42	3.33	3.36	3.37	3.26	3.20	3.26	3.25	3.20	3.11
VOLLEYBALL	3.57	3.65	3.66	3.64	3.62	3.47	3.40	3.39	3.43	3.41	3.36
BOWLING	3.30	3.48	3.43	3.19	3.14	3.23	3.31	3.30	3.22		
ALL STUDENT-ATHLETE'S	3.18	3.26	3.20	3.19	3.17	3.17	3.11	3.12	3.12	3.11	3.08
NUMBER OF TEAMS ABOVE 3.0	15.00	15	15	15	15	15	15	16	15	13	13
<b>NUMBER OF S/A'S WITH:</b>											
SEMESTER GPA OF 4.00		104	64	50	52	50	44	47	46	36	37
SEMESTER GPA ABOVE 3.00		307	295	246	276	235	256	219	231	223	232
% SEMESTER GPA ABOVE 3.00		76%	68%	62%	67%	62%	62%	58%	58%	62%	62%
CUMULATIVE GPA ABOVE 3.00		295	293	255	276	238	258	224	239	217	225
% CUMULATIVE GPA ABOVE 3.00		73%	67%	65%	67%	63%	63%	60%	60%	60%	61%

Tab 5

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
FIVE YEAR HISTORY OF ACADEMIC MAJORS

MAJOR	COLLEGE	AS OF FALL SEMESTER				
		2020	2019	2018	2017	2016
Accounting	Business Administration	8	8	12	7	11
Advertising and PR	Business Administration				1	1
Allied Health	Health and Human Services					
Anthropology	CLASS	1	1	1		
Art Education	Education				1	3
Art Studio	Creative Arts and Communication		2	3	3	6
Athletic Training	Health and Human Services		1			
Biology	STEM	21	21	22	22	20
BS MD	STEM					
Business	Business Administration	35	50	37	22	26
Chemical Engineering	STEM	1	3	1	4	4
Chemistry	STEM	2	2	2	4	3
Civil and Construct Eng	STEM		1	2	4	2
Civil Engineering	STEM	3	3	1	1	3
Clinical Laboratory Sci	Health and Human Services					
Communication Studies	Creative Arts and Communication	13	18	13	16	17
Computer Information Systems	STEM					
Computer Science	STEM	1	1	1	1	2
Coordinated Program Dietetics	Health and Human Services			3	2	1
Counseling	Education		1	1		1
Criminal Justice	Health and Human Services	26	30	23	19	30
Dental Hygiene	Health and Human Services	5	5	4	2	1
Dietics	Health and Human Services	3	2			
Early Childhood Education	Education		1		4	4
Economics	CLASS	4	3	2	1	5
Electric Utili Tech	STEM	1	1			
Electrical Engineering	STEM	2	3	2		1
Engineering	STEM	21	18	16	9	7
English	CLASS	1				2
Environmental Studies	STEM	5	4	3	7	3
Exercise Science	Health and Human Services	59	46	56	59	46
Family and Consumer Studies	Health and Human Services					
Finance	Business Administration	11	8	11	10	3
Food and Nutrition	Health and Human Services					
Forensic Science	Health and Human Services	5	2	5	4	2
General Administration	Business Administration	19		2	8	
General Studies	CLASS	31	30	49	48	37
Geography	CLASS	1			1	4
Geology	CLASS					1
Health and Human Services	Health and Human Services	1	1	1		
Health Education	Education					
History	CLASS		1	1	1	1
Hospitality Management	Health and Human Services	4	2			
Human Resource Management	Business Administration	1		2	2	2
Individual Curriculum Prog	CLASS	2	1			
Industrial and Systems Engr	STEM	2		1	3	5
Info & Supply Chain Management	Business Administration					1
Information Technology	STEM	1				

YOUNGSTOWN STATE UNIVERSITY  
INTERCOLLEGIATE ATHLETICS  
FIVE YEAR HISTORY OF ACADEMIC MAJORS

MAJOR	COLLEGE	AS OF FALL SEMESTER				
		2020	2019	2018	2017	2016
Information Technology B	STEM	3	1	4	6	2
Integrated Language Arts Educ	Education		2	2	3	3
Integrated Math Education	Education		1	1		
Integrated Sciences Education	Education	2	2	2	1	
Integrated Social Studies Educ	Education	1	1	1	3	2
intervention Specialist	Education	8	5	4		
Journalism	CLASS	1		1	2	2
Law	CLASS	1	2	2	1	
Life Sciences Education	Education					
Long Term Care Administration	CLASS					1
Management	Business Administration	15	6	8	18	26
Marketing	Business Administration	3	5	2	5	1
Marketing Management	Business Administration	9	6	5	9	6
Mathematics	STEM	3	2	2	1	2
Mechanical Engineering	STEM	10	5	7	6	14
Medical Lab Science	Health and Human Services			1	1	1
Merch Fashion and Interior	Health and Human Services	3	3	1	2	1
Middle Childhood Education	Education	4	5	3	4	5
Music Education	Creative Arts and Communication	1				1
Natural Science	STEM	6	6	5	5	4
Nursing	Health and Human Services	27	24	21	18	13
Philosophy	CLASS					
Physical Education	Education	2	2	3	3	5
Physical Sciences Education	Education					1
Physical Therapy	Health and Human Services		1			1
Physics	STEM	2	1	1	1	2
Political Science	CLASS	4	2	4	5	3
Prof Writing and Editing	CLASS	3				
Psychology	CLASS	19	12	11	9	11
Public Health	Health and Human Services	3	1		2	2
Religious Studies	CLASS					
Respiratory Care	Health and Human Services					
Science Pre Education	Education					
Social Services	Health and Human Services					
Social Work	Health and Human Services	3	3	2	1	1
Sociology	CLASS	2	1	1	3	3
Spanish	CLASS				1	1
Special Education	Education	2	2	4	2	3
Technology	STEM	2	1	1		1
Telecommunications	Creative Arts and Communication	6	5	4	5	3
Undetermined	Undetermined	75	58	49	31	26
Total		510	435	429	414	402

YOUNGSTOWN STATE UNIVERSITY  
 INTERCOLLEGIATE ATHLETICS  
 FIVE YEAR HISTORY OF ACADEMIC MAJORS

<u>MAJOR</u>	<u>COLLEGE</u>	<u>AS OF FALL SEMESTER</u>				
		<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Business Administration		101	83	79	82	77
CLASS		70	53	72	72	71
Creative Arts and Communication		20	25	20	24	27
Education		19	22	21	21	27
Health and Human Services		139	121	117	110	99
STEM		86	73	71	74	75
Undetermined		75	58	49	31	26
Total		510	435	429	414	402



**RESOLUTION TO MODIFY  
PUBLIC USE OF UNIVERSITY GROUNDS FOR EXPRESSIVE  
ACTIVITY POLICY, 3356-4-21**

**WHEREAS**, University Policies are reviewed and reconceptualized on an ongoing basis; and

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

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

**WHEREAS**, the Public Use of University Grounds for Expressive Activity 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 Public Use of University Grounds for Expressive Activity, policy number 3356-4-21, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.



**3356-4-21 Public use of university grounds for expressive activity.**

~~Previous Policy Number: 4019.01 (new)~~

Responsible Division/Office: Office of the President

Responsible Officer: President

Revision History: September 2014; December 2020

Board Committee: University Affairs

**Effective Date:** ~~September 24, 2014~~ December 3, 2020

Next Review: ~~2020~~ 2025

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- (A) Policy statement. Youngstown state university values the freedoms of speech, thought, expression and assembly both as constitutionally guaranteed rights and as part of the university's core educational, research, and public service mission. The university also recognizes that the exercise of these freedoms must be balanced with the rights of others to learn, work, and conduct business. Any speech or other expressive activities by persons under this policy should not be considered to be speech made by or on behalf of the university or to be endorsed by the university.
- (B) Purpose. To provide guidelines for the free and orderly exchange of ideas and to ensure that these activities do not imperil public safety, obstruct or damage university facilities, or interfere with the university's mission and functions.
- (C) Definitions. "Expressive activity" means all forms of non-commercial expression that are protected by the First Amendment to the U.S. Constitution, which may include peaceful assemblies, speeches, protests, picketing, leafleting, circulating petitions, distributing literature, and similar expressive communications and activities.
- ~~(D)~~ Parameters ~~or guidelines~~.
- (1) Generally accessible outdoor areas.
- (a) Any person or group may use any ~~publically~~ publicly accessible outdoor area of the university's campus except parking lots and decks, garages, public streets, and driveways. Federal, state and local laws will be enforced

as applicable. The use of walkways or other common areas may not block the free passage of others or impede the regular operation of the university.

- (b) Use may include speaking, nonverbal expression, and distribution of literature, circulating petitions, and the display of signage. Amplification may be restricted during work or class hours or if the area is in use for an official university event, or a university-sponsored event.
  - (c) Prior approval is not necessary as long as the primary action is not to advertise or sell a commercial product.
  - (d) Those seeking access to the university for commercial solicitation or advertising purposes should consult university policy 3356-7-19, "Access to campus for purposes of commercial solicitation or advertising." Employees should consult university policy 3356-7-25 regarding political activities of employees.
  - (e) Facilities which are leased by the university and which do not have general access outdoor areas controlled by the university are not available for use under this policy.
- (2) Large groups.
- (a) Any person or group whose use of an outdoor area is expected or reasonably likely to draw more than one hundred people must notify the university's police department at (330) 941-3527 at least three business days before the date of the expressive activity and provide information as to the specific location to be used for the event, the estimated number of persons, and the name and contact information of at least one person who can be contacted regarding logistics of the event, and shall include at least one person who will be personally present. If three business days' notice is not provided, the person or group must contact the university's police department as soon as reasonably possible prior to the event.

- (b) Prior notice is necessary in order to ensure that there is sufficient space for the large group event, the large group event does not conflict with any other scheduled use of the outdoor area, and that sufficient university resources are available for crowd control and security.
  - (3) Student use.
    - (a) In addition to the right of access to generally accessible outdoor areas described above, any student, group of students, or registered student organization may seek to reserve the use of specific outdoor areas by contacting the office of student affairs at (330) 941-3532.
    - (b) A student or student organization request to reserve such area or space shall be made at least two business days prior to the use. A request will be granted unless it would conflict or interfere with a previously scheduled event or activity or violate this policy.
    - (c) A student or student organization that has reserved a specific area or space under this policy will have priority over any other persons seeking to use the area or space during the scheduled time period. Any decision denying a request shall be promptly communicated in writing to the requester and shall set forth the basis for the denial.
  - (4) Public bulletin boards. The university provides designated public bulletin boards for the purpose of posting materials. Refer to university policy 3356-4-17 regarding the display of posters and other printed materials.
  - (5) Neutrality. All decisions and actions of university employees and agents made under this policy shall be content neutral.
- (DE) Prohibited activities.
- (1) Any event or activity that disrupts the ability of the university to effectively and peacefully teach students, provide client services, or conduct any of its other business and support operations is prohibited. Examples include, but are not limited to, excessive

noise, impeding vehicle or pedestrian traffic, and conduct otherwise unlawful.

- (2) Damage to university property including, but not limited to, damage to grounds and landscaping, driving stakes or poles into the ground, hammering nails into buildings, fastening or attaching anything to sidewalks, paved areas, or any part of any building, structure, or fixture.
- (3) Distribution or solicitation by placing any material on vehicles in the parking lots, decks or garages.
- (4) Leaving trash, litter, materials, or pollutants in any area.

(EF) Enforcement.

- (1) The Youngstown state university police department shall enforce the provisions of this policy.
- (2) Any person who violates this policy may be subject to any order to leave university property and may be subject to arrest if that order is not promptly obeyed. Employees who violate this policy may be subject to discipline up to and including termination.

(FG) Dispute resolution. Any person or organization that believes unlawful, unreasonable, or arbitrary limitations have been imposed on their expressive activities under this policy may file a complaint with the office of general counsel at (330) 941-2340.

**3356-4-21 Public use of university grounds for expressive activity.**

Responsible Division/Office: Office of the President  
Responsible Officer: President  
Revision History: September 2014; December 2020  
Board Committee: University Affairs  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. Youngstown state university values the freedoms of speech, thought, expression and assembly both as constitutionally guaranteed rights and as part of the university's core educational, research, and public service mission. The university also recognizes that the exercise of these freedoms must be balanced with the rights of others to learn, work, and conduct business. Any speech or other expressive activities by persons under this policy should not be considered to be speech made by or on behalf of the university or to be endorsed by the university.
- (B) Purpose. To provide guidelines for the free and orderly exchange of ideas and to ensure that these activities do not imperil public safety, obstruct or damage university facilities, or interfere with the university's mission and functions.
- (C) Definitions. "Expressive activity" means all forms of non-commercial expression that are protected by the First Amendment to the U.S. Constitution, which may include peaceful assemblies, speeches, protests, picketing, leafleting, circulating petitions, distributing literature, and similar expressive communications and activities.
- (D) Parameters.
  - (1) Generally accessible outdoor areas.
    - (a) Any person or group may use any publicly accessible outdoor area of the university's campus except parking lots and decks, garages, public streets, and driveways. Federal, state and local laws will be enforced as applicable. The use of walkways or other common areas may not block the free

passage of others or impede the regular operation of the university.

- (b) Use may include speaking, nonverbal expression, and distribution of literature, circulating petitions, and the display of signage. Amplification may be restricted during work or class hours or if the area is in use for an official university event, or a university-sponsored event.
- (c) Prior approval is not necessary as long as the primary action is not to advertise or sell a commercial product.
- (d) Those seeking access to the university for commercial solicitation or advertising purposes should consult university policy 3356-7-19, "Access to campus for purposes of commercial solicitation or advertising." Employees should consult university policy 3356-7-25 regarding political activities of employees.
- (e) Facilities which are leased by the university and which do not have general access outdoor areas controlled by the university are not available for use under this policy.

(2) Large groups.

- (a) Any person or group whose use of an outdoor area is expected or reasonably likely to draw more than one hundred people must notify the university's police department at (330) 941-3527 at least three business days before the date of the expressive activity and provide information as to the specific location to be used for the event, the estimated number of persons, and the name and contact information of at least one person who can be contacted regarding logistics of the event, and shall include at least one person who will be personally present. If three business days' notice is not provided, the person or group must contact the university's police department as soon as reasonably possible prior to the event.
- (b) Prior notice is necessary in order to ensure that there is sufficient space for the large group event, the large group

event does not conflict with any other scheduled use of the outdoor area, and that sufficient university resources are available for crowd control and security.

- (3) Student use.
    - (a) In addition to the right of access to generally accessible outdoor areas described above, any student, group of students, or registered student organization may seek to reserve the use of specific outdoor areas by contacting the office of student affairs at (330) 941-3532.
    - (b) A student or student organization request to reserve such area or space shall be made at least two business days prior to the use. A request will be granted unless it would conflict or interfere with a previously scheduled event or activity or violate this policy.
    - (c) A student or student organization that has reserved a specific area or space under this policy will have priority over any other persons seeking to use the area or space during the scheduled time period. Any decision denying a request shall be promptly communicated in writing to the requester and shall set forth the basis for the denial.
  - (4) Public bulletin boards. The university provides designated public bulletin boards for the purpose of posting materials. Refer to university policy 3356-4-17 regarding the display of posters and other printed materials.
  - (5) Neutrality. All decisions and actions of university employees and agents made under this policy shall be content neutral.
- (E) Prohibited activities.
- (1) Any event or activity that disrupts the ability of the university to effectively and peacefully teach students, provide client services, or conduct any of its other business and support operations is prohibited. Examples include, but are not limited to, excessive noise, impeding vehicle or pedestrian traffic, and conduct otherwise unlawful.

- (2) Damage to university property including, but not limited to, damage to grounds and landscaping, driving stakes or poles into the ground, hammering nails into buildings, fastening or attaching anything to sidewalks, paved areas, or any part of any building, structure, or fixture.
  - (3) Distribution or solicitation by placing any material on vehicles in the parking lots, decks or garages.
  - (4) Leaving trash, litter, materials, or pollutants in any area.
- (F) Enforcement.
- (1) The Youngstown state university police department shall enforce the provisions of this policy.
  - (2) Any person who violates this policy may be subject to any order to leave university property and may be subject to arrest if that order is not promptly obeyed. Employees who violate this policy may be subject to discipline up to and including termination.
- (G) Dispute resolution. Any person or organization that believes unlawful, unreasonable, or arbitrary limitations have been imposed on their expressive activities under this policy may file a complaint with the office of general counsel at (330) 941-2340.





**RESOLUTION TO MODIFY AND RETITLE  
BACKGROUND CHECKS 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 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, policy number 3356-7-44, to be retitled as Background Checks for Employees and Volunteers, shown as Exhibit \_\_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**3356-7-44 Background checks for employees and volunteers.**

Responsible Division/Office: Human Resources  
Responsible Officer: Vice President for Legal Affairs and Human Resources  
Revision History: June 2011; September 2017; December 2018; December 2020  
Board Committee: University Affairs  
**Effective Date:** **December 63, 201820**  
Next Review: 20235

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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 employment and staffing decisions.

(B) Scope.

(1) This policy applies to all employees and individuals (both internal and external) selected for a position with the university for full- and part-time faculty, professional/administrative, and classified, and volunteer positions. It is a condition of employment and a prerequisite for certain volunteer positions, that all such individuals submit to the ~~criminal~~university's background check procedures. Federal, state, and local regulations may also require background checks for specific individuals or positions.

(2) Employees, including student employees, and volunteers in university programs or activities specifically designed for participation by minors are subject to background checks pursuant to university policy 3356-7-04 Minors on campus. Campus departments/offices and current and prospective volunteers are referred to the *Legal Affairs and Human Resources Volunteer Services Administrative Guidelines* for eligibility, processes and procedures regarding all other volunteers/volunteering.

(3) All individuals seeking to volunteer in the department of athletics are required to undergo a criminal background check.

(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/history 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 (“CHRO”) is responsible for developing procedures necessary for the implementation of this policy.
- (2) Former university employees who are proposed for rehire following an interrupted employment period of twelve months or more are subject to a criminal background check.
- (3) With the exception of minor traffic violations, an candidate individual 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 or volunteering responsibilities.

(E) Procedures.

- (1) Candidates who are considered to be finalists in a job search and all volunteers, 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 for employment.
- (2) Criminal history checks, including sex offender checks, will be conducted for ~~the~~ selected candidates for all employment positions as noted in this policy.
- (3) A credit history check will be conducted for selected candidates 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.
- (4) Background check forms and documentation will be kept in the office of human resources in accordance with applicable state and federal regulations.

- (F) Guidelines for review of criminal background and credit history checks. The review of criminal background and credit history checks will be done in accordance with state and federal laws

- (1) ~~a~~ A previous criminal conviction does not automatically disqualify a candidate from consideration for employment with the university. A criminal background check containing a criminal conviction will be reviewed by the CHRO, or designee, ~~with~~ in coordination with the appropriate administrative officer, or designee, in order to determine whether an individual is eligible for the position in question. An ~~candidate's~~ individual's eligibility will depend on a variety of factors, including but not limited to:
- ~~(1a)~~ (a) The nature of and circumstances surrounding any crime(s);
  - ~~(2b)~~ (b) The time elapsed since conviction, rehabilitation record, and completion of any sentence;
  - ~~(3c)~~ (c) The actions and activities of the individual since the crime(s), including the individual's subsequent work history and the truthfulness and completeness of the candidate's disclosure of the conviction(s);
  - ~~(4d)~~ (d) The nature and duties of the position;
  - ~~(5e)~~ (e) Any other relevant information.
- (2) A credit history check with potentially negative information will be reviewed by the CHRO, or designee, in coordination with the appropriate administrative officer, or designee, to determine if the information could reasonably pose a financial or security risk for the university.
- (3) The CHRO, or designee, will inform the hiring manager or volunteer supervisor, and the individual if they have been ~~disqualified from consideration and the basis for disqualification.~~
- (G) Employee and volunteer continuing duty to disclose/necessity for criminal background check.
- (1) Current employees and volunteers who are convicted of or arrested for a criminal offense (other than a minor traffic violation) have a continuing duty to report any conviction or arrest to the CHRO, or designee, within seven calendar days of the conviction or arrest so

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that a determination may be made regarding the necessity to initiate a background check.

- (2) Current employees and volunteers who have been identified as a perpetrator in a police report, criminally charged with, arrested for, convicted of, or sentenced for a crime involving violence, family and relationship violence, stalking, menacing, intimidation, or possession of a deadly weapon have a continuing duty to report this information to the CHRO, or designee, within seven calendar days of the occurrence and may be subject to a background check (see rule 3356-7-04 of the Administrative Code and university policy 3356-7-04, “Workplace and off-campus violence, threats, and disruptive behavior”).
- (3) Current employees convicted of a criminal offense may be subject to further action, up to and including termination, consistent with university policies, laws/statutes and applicable collective bargaining agreements.
- (4) Current volunteers who have engaged in activity as outlined in (G)(1) or (G)(2) above, may have their services limited or terminated.
- (H) Use of background and credit history checks. Background and credit history checks will be used to evaluate individuals for employment, ~~or~~ continued employment, and volunteer services 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, political affiliation, or any status protected by law.
- (I) Confidentiality. Background checks and credit history checks may only be administered pursuant to this policy and in accordance with human resources procedures. Results of backgrounds such 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 for employees and volunteers.**

Responsible Division/Office: Human Resources  
Responsible Officer: Vice President for Legal Affairs and Human Resources  
Revision History: June 2011; September 2017; December 2018; December 2020  
Board Committee: University Affairs  
**Effective Date: December 3, 2020**  
Next Review: 2025

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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 employment and staffing decisions.
- (B) Scope.
- (1) This policy applies to all employees and individuals (both internal and external) selected for a position with the university for full- and part-time faculty, professional/administrative, classified, and volunteer positions. It is a condition of employment and a prerequisite for certain volunteer positions, that all such individuals submit to the university's background check procedures. Federal, state, and local regulations may also require background checks for specific individuals or positions.
  - (2) Employees, including student employees, and volunteers in university programs or activities specifically designed for participation by minors are subject to background checks pursuant to university policy 3356-7-04 Minors on campus. Campus departments/offices and current and prospective volunteers are referred to the *Legal Affairs and Human Resources Volunteer Services Administrative Guidelines* for eligibility, processes and procedures regarding all other volunteers/volunteering.

- (3) All individuals seeking to volunteer in the department of athletics are required to undergo a criminal background check.

(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/history 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 (“CHRO”) is responsible for developing procedures necessary for the implementation of this policy.
- (2) Former university employees who are proposed for rehire following an interrupted employment period of twelve months or more are subject to a criminal background check.
- (3) With the exception of minor traffic violations, an individual 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 or volunteering responsibilities.
- (E) Procedures.
- (1) Candidates who are considered to be finalists in a job search and all volunteers, 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 for employment.
  - (2) Criminal history checks, including sex offender checks, will be conducted for selected candidates for all employment positions as noted in this policy.
  - (3) A credit history check will be conducted for selected candidates 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.
  - (4) Background check forms and documentation will be kept in the office of human resources in accordance with applicable state and federal regulations.
- (F) Guidelines for review of criminal background and credit history checks. The review of criminal background and credit history checks will be done in accordance with state and federal laws

- (1) A previous criminal conviction does not automatically disqualify a candidate from consideration for employment with the university. A criminal background check containing a criminal conviction will be reviewed by the CHRO, or designee, in coordination with the appropriate administrative officer, or designee, in order to determine whether an individual is eligible for the position in question. An individual's eligibility will depend on a variety of factors, including but not limited to:
    - (a) The nature of and circumstances surrounding any crime(s);
    - (b) The time elapsed since conviction, rehabilitation record, and completion of any sentence;
    - (c) The actions and activities of the individual since the crime(s), including the individual's subsequent work history and the truthfulness and completeness of the candidate's disclosure of the conviction(s);
    - (d) The nature and duties of the position;
    - (e) Any other relevant information.
  - (2) A credit history check with potentially negative information will be reviewed by the CHRO, or designee, in coordination with the appropriate administrative officer, or designee, to determine if the information could reasonably pose a financial or security risk for the university.
  - (3) The CHRO, or designee, will inform the hiring manager or volunteer supervisor, and the individual if they have been disqualified from consideration and the basis for disqualification.
- (G) Employee and volunteer continuing duty to disclose/necessity for criminal background check.
- (1) Current employees and volunteers who are convicted of or arrested for a criminal offense (other than a minor traffic violation) have a continuing duty to report any conviction or arrest to the CHRO, or designee, within seven calendar days of the conviction or arrest so

that a determination may be made regarding the necessity to initiate a background check.

- (2) Current employees and volunteers who have been identified as a perpetrator in a police report, criminally charged with, arrested for, convicted of, or sentenced for a crime involving violence, family and relationship violence, stalking, menacing, intimidation, or possession of a deadly weapon have a continuing duty to report this information to the CHRO, or designee, within seven calendar days of the occurrence and may be subject to a background check (see rule 3356-7-04 of the Administrative Code and university policy 3356-7-04, “Workplace and off-campus violence, threats, and disruptive behavior”).
  - (3) Current employees convicted of a criminal offense may be subject to further action, up to and including termination, consistent with university policies, laws/statutes and applicable collective bargaining agreements.
  - (4) Current volunteers who have engaged in activity as outlined in (G)(1) or (G)(2) above, may have their services limited or terminated.
- (H) Use of background and credit history checks. Background and credit history checks will be used to evaluate individuals for employment, continued employment, and volunteer services 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, political affiliation, or any status protected by law.
- (I) Confidentiality. Background checks and credit history checks may only be administered pursuant to this policy and in accordance with human resources procedures. Results of such 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.



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

**3356-7-17 Emeritus Status for Faculty and Excluded P/A Staff and APAS Policy**

This policy was reviewed pursuant to the University's five (5) year review cycle. The policy was modified to align with the awarding of emeritus status at institutions of higher education which generally confer emeritus status only upon faculty members and high-level administrative officers. Regardless of policy changes, APAS retirees continue to receive the privileges enumerated in policy section (E) Emeritus privileges by virtue of their Collective Bargaining Agreement and the University will recognize retirees specifically in the Board materials beginning with the June 2021 Board of Trustees meeting.

**Board of Trustees Meeting**

**December 3, 2020**

**YR 2021-**



**RESOLUTION TO MODIFY AND RETITLE  
EMERITUS STATUS FOR FACULTY AND EXCLUDED  
PROFESSIONAL/ADMINISTRATIVE STAFF AND APAS POLICY,  
3356-7-17**

**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 Emeritus Status for Faculty and Excluded Professional/ Administrative Staff and APAS 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 Emeritus Status for Faculty and Excluded Professional/ Administrative Staff and APAS, policy number 3356-7-17, to be retitled as Emeritus Status, shown as Exhibit \_\_ attached hereto. A copy of the policy indicating changes to be made is also attached.

**3356-7-17      Emeritus status ~~for faculty and excluded professional/~~  
~~administrative staff and APAS.~~**

Responsible Division/Office: Human Resources  
Responsible Officer: VP for Legal Affairs and Human Resources  
Revision History: November 1997; October 2010; September 2015;  
December 2020  
Board Committee: University Affairs  
**Effective Date:** ~~September 24, 2015~~ December 3, 2020  
Next Review: 2020~~5~~

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- (A) Policy statement. The board of trustees of Youngstown state university (university) may confer the title “emeritus” upon ~~retired-university~~ faculty and ~~professional/administrative staff members-executive and administrative officers upon retirement or posthumously in recognition of who have given~~ long and meritorious service.
- (B) Definition. The designation “faculty emeritus” or “administrator emeritus” is an honorary title conferred upon the retirement or death of faculty or staff members in recognition of extended meritorious service.
- (C) Procedures.
- ~~(1) — Emeritus status and president emeritus status is conferred upon retirement or death. Emeritus status provides an honorary title of either administrator emeritus or faculty emeritus, as well as the benefits set forth in this policy.~~
- ~~(2) Names of individuals and the information set forth in paragraph (C)(3) of this policy recommended~~ With the exception of the university president, nominations for the conferral of emeritus status will follow the “Emeritus Nomination Guidelines” and utilize ~~are forwarded on~~ the “Emeritus Status RecommendationNomination ” form (available on the office of human resources benefits webpage).
- ~~from the retiring department or unit to the dean and provost or executive director and president.~~
- (2) In the event of retirement or death of the university president,

~~his/her name is forwarded to~~ the board of trustees may, in its discretion, confer emeritus status upon the individual. ~~for approval.~~

- (3) Emeritus status ~~would be~~ conferred and presented at the spring meeting of the board of trustees.
  - (4) An individual can only be nominated once for conferral of emeritus status.
  - (5) If emeritus status is conferred, the individual will receive the title of “Faculty Emeritus” or “Administrator Emeritus”.
- (3D) **Eligibility.** Nomination of an individual to be considered for the conferral of emeritus status should be based upon the following factors: length of service (typically totaling more than ten years); the overall quality of that service; the contribution to the university; and the service to society beyond the university community.
- ~~(4) — The vice president or provost forwards names of individuals nominated to the president who may recommend emeritus status be conferred and presented at the spring meeting of the board of trustees.~~
- (5E) **Emeritus privileges.**
- (1) Those retirees achieving emeritus status are granted the following privileges: full library privileges; email services; university identification card; opportunity to secure parking consistent with current university procedures; and the same educational benefits that are available to currently employed faculty or staff at the time of application. (See university policy 3356-7-31, “Fringe benefits, excluded professional/administrative employees fee remission program.”)
  - (62) Those retirees achieving emeritus status also have the opportunity to: purchase reserved seats to intercollegiate athletic contests and performing arts events; utilize designated recreational facilities and wellness programs; attend certain alumni and university events, e.g., homecoming events, holiday breakfast, commencement, and honors convocation, and join the Youngstown state university retirees’ association.

- (73) Retirees that attain emeritus status also have the opportunity to select one of two parking options. They may purchase a permit for designated lots or may choose to receive a free parking permit at the discretion of the university based upon availability.
- (84) Those bargaining unit member retirees achieving emeritus status are granted the benefits in accordance with their collective bargaining agreement as well as any additional benefits provided herein.
- (F) Revocation of emeritus status. Emeritus status may be revoked by the board of trustees at the request of the recipient or for good cause. Good cause includes but is not limited to an award based on misleading or deceptive information or for egregious conduct which diminishes the status or reputation of Youngstown state university.



**3356-7-17 Emeritus status.**

Responsible Division/Office: Human Resources  
Responsible Officer: VP for Legal Affairs and Human Resources  
Revision History: November 1997; October 2010; September 2015;  
December 2020  
Board Committee: University Affairs  
**Effective Date: December 3, 2020**  
Next Review: 2025

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- (A) Policy statement. The board of trustees of Youngstown state university (university) may confer the title “emeritus” upon university faculty and executive and administrative officers upon retirement or posthumously in recognition of long and meritorious service.
- (B) Definition. The designation “faculty emeritus” or “administrator emeritus” is an honorary title conferred upon the retirement or death of faculty or staff members in recognition of extended meritorious service.
- (C) Procedures.
- (1) With the exception of the university president, nominations for the conferral of emeritus status will follow the “Emeritus Nomination Guidelines” and utilize the “Emeritus Nomination” form (available on the office of human resources benefits webpage).
  - (2) In the event of retirement or death of the university president, the board of trustees may, in its discretion, confer emeritus status upon the individual. .
  - (3) Emeritus status is conferred and presented at the spring meeting of the board of trustees.
  - (4) An individual can only be nominated once for conferral of emeritus status.
  - (5) If emeritus status is conferred, the individual will receive the title of “Faculty Emeritus” or “Administrator Emeritus”.

- (D) Eligibility. Nomination of an individual to be considered for the conferral of emeritus status should be based upon the following factors: length of service (typically totaling more than ten years); the overall quality of that service; the contribution to the university; and the service to society beyond the university community.
- (E) Emeritus privileges.
- (1) Those retirees achieving emeritus status are granted the following privileges: full library privileges; email services; university identification card; opportunity to secure parking consistent with current university procedures; and the same educational benefits that are available to currently employed faculty or staff at the time of application. (See university policy 3356-7-31, “Fringe benefits, excluded professional/administrative employees fee remission program.”)
  - (2) Those retirees achieving emeritus status also have the opportunity to: purchase reserved seats to intercollegiate athletic contests and performing arts events; utilize designated recreational facilities and wellness programs; attend certain alumni and university events, e.g., homecoming events, holiday breakfast, commencement, and honors convocation, and join the Youngstown state university retirees’ association.
  - (3) Retirees that attain emeritus status also have the opportunity to select one of two parking options. They may purchase a permit for designated lots or may choose to receive a free parking permit at the discretion of the university based upon availability.
  - (4) Those bargaining unit member retirees achieving emeritus status are granted the benefits in accordance with their collective bargaining agreement as well as any additional benefits provided herein.
- (F) Revocation of emeritus status. Emeritus status may be revoked by the board of trustees at the request of the recipient or for good cause. Good cause includes but is not limited to an award based on misleading or deceptive information or for egregious conduct which diminishes the status or reputation of Youngstown state university.



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

**WHEREAS**, the Board of Trustees ratified a collective bargaining Agreement with the Youngstown State University Association of Classified Employees (YSU-ACE) for the three-year period August 16, 2020 through August 15, 2023, which defines wages and other terms and conditions of employment for classified employees in the bargaining unit; and

**WHEREAS**, it is deemed to be equitable and in the best interest of the University to extend some of the provisions of the Agreement to classified employees excluded from collective bargaining; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Youngstown State University, that the following YSU-ACE collective bargaining agreement articles and/or sections be extended to classified employees who are excluded from collective bargaining:

1. Article 3 (Wages) with the exception of Section 3.6 (Distinguished Classified Civil Service Awards);
2. Article 11.2 (Holidays);
3. Article 15 (Leaves) with the exception of Section 15.21 (Emergency Service Leave);
4. Article 17 (Vacation) except to the extent it is inconsistent with the O.R.C. Sections 9.44 and 124.131 regarding computation of prior service credit;
5. Article 21 (Retirement/Resignation);
6. Article 22 (Insurance Benefits); and
7. Article 27 (Miscellaneous).



**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 September 3, 2020, meeting of the Board of Trustees; and

**WHEREAS**, such personnel actions are in accordance with the 2020-2021 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**  
**7/16/20 through 10/15/20**

**Appointments - 13**

**New Positions - 4** *(Notated with an asterisk \*)*

- Professional Administrative Staff - 3
- Professional Administrative Excluded- 1

**Replacement Positions - 9**

- Professional Administrative Staff - 3
- Professional Administrative Externally Funded - 2
- Faculty-4

**Separations -13**

- Professional Administrative Staff - 1
- Professional Administrative Excluded - 1
- Professional Administrative Externally Funded - 1
- Faculty - 10

**Reclassifications/Position Adjustments - 18**

- Professional Administrative Staff - 1
- Professional Administrative Excluded - 1
- Faculty - 16

**Promotions - 23**

- Professional Administrative Staff- 2
- Professional Administrative Excluded - 2
- Faculty - 19

**Salary Adjustments- II**

- Professional Administrative Staff - 1
- Professional Administrative Excluded - 2
- Professional Administrative Externally Funded - 3
- Faculty-5

## **Transfers - 4**

- Professional Administrative Staff - 4

## **Layoffs-2**

- Professional Administrative Staff - 2

## **Recalls-16**

- Professional Administrative Staff - 16



**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**SEPARATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	EFF	SALARY	SEPARATION TYPE
Johnson, Jacquelyn•	IAPAS	Asst Director Diversity Prog	Housing	9/16/2020	1.00	\$ 51,462.20	Resigned
Beers, Kelly**	Excluded	Dir Housing Off Camp Living	Housing	7/29/2020	1.00	\$ 65,441.00	Non-Renewal
Carfolo, Melanie••	Externally Funded	Executive Director	Rich Center for Autism	7/18/2020	1.00	\$ 94,012.38	Resigned
Atef Yekta, Hoda	Faculty	Assistant Professor	Management & Marketing	8/16/2020	1.00	\$116,850.00	Resigned
Gergits, Julia	Faculty	Professor	English & World Languages	8/1/2020	1.00	\$ 95,029.60	Retired
Harrison, Guy	Faculty	Assistant Professor	Communication	7/31/2020	1.00	\$ 55,388.95	Resigned
Helsel, Jolien	Faculty	Assistant Professor	Economics	8/15/2020	1.00	\$ 60,334.77	Retired
MacDonald, Eric	Faculty	Professor	Rayen School of Engineering	7/31/2020	1.00	\$137,170.00	Resigned
O'Neill, Daniel	Faculty	Professor	Communication	8/15/2020	1.00	\$134,728.84	Retired
Paylo, Matthew	Faculty	Associate Professor	Psychological Sciences and Counseling	8/10/2020	1.00	\$ 72,174.35	Resigned
Slipski, Ronald	Faculty	Lecturer	Humanities and Social Sciences	8/12/2020	1.00	\$ 43,589.39	Retired
Viehe, Fred	Faculty	Professor	Humanities and Social Sciences	8/17/2020	1.00	\$ 96,068.23	Retired
Yates, George	Faculty	Associate Professor	Mathematics & Statistics	8/15/2020	1.00	\$ 83,545.00	Retired
*Salary listed includes the furlough reduction.							
** Salary listed includes the salary reduction.							



**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**RECLASSIFICATIONS/POSITION ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	IFTE	NEW SALARY	PREVIOUS SALARY
Hartman, Christopher	APAS	Broadcast Engineer/Associate Broadcast Engineer	WYSU- RM	8/16/2020	1.00	\$ 39,120.61	\$ 37,257.73
Greene, Barbara**	Excluded	Manager AP and Travel Services/Assoc Dir Fin Analysis Report	Procurement Services/ Financial Aid and Scholarships	8/3/2020	1.00	\$ 66,640.00	\$ 72,186.11
Arslanyilmaz, Abdurrahman	Faculty	Associate Professor/Associate Professor & Chair	School of Computer Science, Information and Systems and Engineering Technology/ Computer Science & Info Systems	8/16/2020	1.00	\$ 85,428.71	\$ 103,111.00
Bonhomme, Brian	Faculty	Professor/Professor & Chair	Humanities and Social Sciences/History	8/16/2020	1.00	\$ 83,543.79	\$ 101,225.79
Dick, Jeffrey	Faculty	Professor/Professor & Chair	Physics, Astronomy, Geology and Environmental Science/ Geological & Environmental Science	8/16/2020	1.00	\$ 89,547.00	\$ 107,229.10
Earnhardt, Adam	Faculty	Professor/Professor & Chair	Communication	8/16/2020	1.00	\$ 82,447.00	\$ 100,128.75
Eunni, Rangamohan	Faculty	Professor/Professor & Chair	Management and Marketing/ Management	8/16/2020	1.00	\$ 133,219.54	\$ 150,901.54
Hu, Ou	Faculty	Professor/Professor & Chair	Accounting & Finance/ Economics	8/16/2020	1.00	\$ 106,481.00	\$ 106,163.00
Marie, Hazel	Faculty	Professor/Professor & Chair	Rayen School of Engineering/ Mechanical Engineering	8/16/2020	1.00	\$ 92,937.75	\$ 110,619.75
Mincher, Jeanine	Faculty	Professor/Professor & Chair	Health Professions/ Human Ecology	8/16/2020	1.00	\$ 78,474.00	\$ 96,156.00

**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**RECLASSIFICATIONS/POSITION ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
O'Mansky, Matt	Faculty	Associate Professor/Associate Professor & Chair	Humanities and Social Sciences/Sociology, Anthropology and Gerontology	8/16/2020,	1.00	\$ 72,310.88	\$ 89,992.88
Price, Douglas	Faculty	Associate Professor/Associate Professor & Chair	Rayen School of Engineering/ Civil Environmental & Chemical Engineering	8/16/2020	1.00	\$ 95,616.86	\$ 113,298.86
Protivnak, Jake	Faculty	Professor/Professor & Chair	Psychological Sciences & Counseling/Counseling, Sch Psychl & Ed	8/16/2020	1.00	\$ 83,446.75	\$ 101,128.75
Sarkissian, John	Faculty	Professor/Professor & Chair	English and World Languages/ World Languages and Cultures	8/16/2020	1.00	\$ 91,139.55	\$ 108,821.55
Shaklee, Ronald	Faculty	Professor/Professor & Chair	Humanities and Social Sciences/Geography	8/16/2020	1.00	\$ 96,378.95	\$113,060.95
Sracic, Paul	Faculty	Professor/Professor & Chair	Humanities and Social Sciences/Politics and International Relations	8/16/2020	1.00	\$ 90,025.05	\$ 107,707.05
Walker, Gary	Faculty	Professor/Professor & Chair	Chemical and Biological Sciences/Biological Sciences	8/16/2020	1.00	\$ 89,140.95	\$ 106,822.95
Woodlock, Peter	Faculty	Professor/Professor & Chair	Lariccia School of Accounting & Finance/Accounting & Finance	8/16/2020	1.00	\$ 133,045.94	\$ 150,727.94
<i>*Salary listed includes the furlough reduction.</i>							
<i>** Salary listed includes the salary reduction.</i>							

**YOUNGSTOWN STATE UNIVERSITY**  
**PROFESSIONAL ADMINISTRATIVE AND FACULTY**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	ITE	NEW SALARY	PREVIOUS SALARY
Gaskell, Jessica*	APAS	Assistant Director/Senior Counselor Penguin Service Center	First Year Student Services/ Registration & Records	7/16/2020	1.00	\$ 40,500.00	\$ 37,324.86
Reesh, Shannon*	APAS	Success Coordinator/ Counselor Penguin Service Ctr	First Year Student Services/ Registration & Records	8/1/2020	1.00	\$ 38,700.00	\$ 37,828.94
D'Amico, William	Excluded	Associate Director/Assistant Director Undergraduate Admissions	Undergraduate Admissions	8/1/2020	1.00	\$ 60,000.00	\$ 42,557.56
Hubert, Christine**	Excluded	Director/Associate Director Undergraduate Admissions	Undergraduate Admissions	8/1/2020	1.00	\$ 85,042.01	\$ 71,581.17
Crnjak, Dragana	Faculty	Professor/Associate Professor	Art	8/16/2020	1.00	\$ 78,474.00	\$ 72,174.35
Earnhardt, Mary Beth	Faculty	Professor/Associate Professor	Communication	8/16/2020	1.00	\$ 78,761.51	\$ 73,361.51
Palardy, Diana	Faculty	Professor/Associate Professor	English and World languages/ World Languages & Cultures	8/16/2020	1.00	\$ 78,615.00	\$ 73,215.00
Prieto Langarica, Alicia	Faculty	Professor/Associate Professor	Mathematics & Statistics	8/16/2020	1.00	\$ 81,224.00	\$ 71,658.00
Reale, Steven	Faculty	Professor/Associate Professor	School of Performing Arts/ Dana School of Music	8/16/2020	1.00	\$ 78,474.00	\$ 71,944.00
Turel, Tacibaht	Faculty	Professor/Associate Professor	Criminal Justice and Consumer Sciences/Human Ecology	8/16/2020	1.00	\$ 78,474.00	\$ 70,893.00
Tyus, Jeffrey	Faculty	Professor/Associate Professor	Communication	8/16/2020	1.00	\$ 78,474.00	\$ 72,174.35
Benedict, James	Faculty	Associate Professor/ Assistant Professor	Graduate Studies in Health and Rehabilitation Sciences/Physical Therapy	8/16/2020	1.00	\$ 82,133.82	\$ 78,233.82

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
Fehlbaum, Amanda	Faculty	Associate Professor/ Assistant Professor	Humanities and Social Sciences/Sociology, Anthropology, Gerontology	8/16/2020	1.00	\$67,015.00	\$ 56,773.67
Garlick, Katherine	Faculty	Associate Professor/ Assistant Professor	School of Performing Arts/Theatre & Dance	8/16/2020	1.00	\$67,015.00	\$ 56,773.67
Keown, Daniel	Faculty	Associate Professor/ Assistant Professor	School of Performing Arts/ Dana School of Music & Teacher Education	8/16/2020	1.00	\$ 67,015.00	\$ 56,773.67
Kimosop, Peter	Faculty	Associate Professor/ Assistant Professor	Humanities and Social Sciences/ Geography, Urban & Regional Studies	8/16/2020	1.00	\$67,015.00	\$ 57,408.06
Lindberg, Matthew	Faculty	Associate Professor/ Assistant Professor	Psychological Sciences and Counseling/Psychology	8/16/2020	1.00	\$67,015.00	\$ 56,773.67
Madsen, Thomas	Faculty	Associate Professor/ Assistant Professor	Mathematics & Statistics	8/16/2020	1.00	\$ 67,015.00	\$ 60,168.05
Nguyen, Nguyet	Faculty	Associate Professor/ Assistant Professor	Mathematics & Statistics	8/16/2020	1.00	\$67,015.00	\$ 60,168.05
Priour, Donald	Faculty	Associate Professor/ Assistant Professor	Physics, Astronomy, Geology and Environmental Sciences/Physics & Astronomy	8/16/2020	1.00	\$69,182.00	\$ 65,282.00
Ryu, Jae	Faculty	Associate Professor/ Assistant Professor	Rayen School of Engineering/ Mechanical Industrial & Manufacturing Engineering	8/16/2020	1.00	\$ 78,421.00	\$ 74,521.00

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
Sanson, Joe	Faculty	Associate Professor/ Assistant Professor	School of Computer Science, Information and Engineering Technology/School of Technology	8/16/2020	1.00	\$ 67,571.34	\$ 63,671.34
Villamizar, Gina	Faculty	Associate Professor/ Assistant Professor	English and World Languages/ World Languages & Cultures	8/16/2020	1.00	\$ 67,015.00	\$ 56,773.67
*Salary listed includes the furlough reduction.							
** Salary listed includes the salary reduction.							

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
SALARY ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Jiang, Shuiping•	APAS	Asst Director International Admissions Recruitment	International Programs Office	9/1/2020	1.00	\$ 53,014.80	1.00	\$ 52,014.80
Berlinski, Claudia	Excluded	Director	McDonough Museum	8/16/2020	1.00	\$ 70,059.00	0.50	\$ 35,029.50
Hrusovski, Sherri**	Excluded	Director STEM Professional Services	Dean -STEM	7/16/2020,	1.00	\$ 64,941.37	1.00	\$ 60,266.70
Bandy, Holly	Externally Funded	Research and Evaluation Associate	Ctr for Human Services Dev	10/1/2020	1.00	\$ 49,000.00	0.80	\$ 39,200.00
Cianciola, Elizabeth	Externally Funded	Research Evaluation Associate	Ctr for Human Services Dev	10/1/2020	1.00	\$ 49,000.00	1.00	\$ 46,874.10
Smith, Ashley	Externally Funded	school Nurse	Rich Center for Autism	9/1/2020	0.80	\$ 34,080.00	0.60	\$ 25,560.00
Huber, Marsha	Faculty	Professor	Accounting & Finance	8/16/2020	1.00	\$136,284.53	1.00	\$ 122,656.00
Johnston, Carl	Faculty	Professor	Chemical & Biological Sciences	8/16/2020	1.00	\$ 82,717.00	1.00	\$ 74,445.00
Louth, Joseph	Faculty	Associate Professor	School of Performing Arts	8/16/2020	1.00	\$ 10,000.00	1.00	\$ 70,407.64
McCormick, Missy	Faculty	Associate Professor	Art	8/16/2020	1.00	\$ 10,000.00	1.00	\$ 71,658.00
Reale, Steven	Faculty	Professor	School of Performing Arts	8/16/2020	1.00	\$ 70,626.60	1.00	\$ 78,474.00
<i>"Salary listed includes the furlough reduction.</i>								
<i>** Salary listed includes the salary reduction.</i>								

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
TRANSFERS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Blinn, Shanna	APAS	Academic Advisor 2	Dean Cliffe College of Creative Arts/ Dean Education Studies/International Programs Joffice	7/16/2020	1.00	\$ 41,501.00	1.00	\$ 41,501.00
Cody, Kathy	APAS	Coordinator	First Year Student Services/ Dean Bitonte Collee of Health & Human Services	9/16/2020	1.00	\$ 40,666.11	1.00	\$ 40,666.11
Myers, Jennifer	APAS	Success Coordinator/ Academic Advisor 2	General Counsel/ International Programs Office	8/16/2020	1.00	\$ 38,727.38	1.00	\$ 38,727.38
Gardner, Ann	APAS	Assistant Director		10/1/2020	1.00	\$ 52,014.80	1.00	\$ 52,014.80
<i>Please note: all APAS positions listed include the Furlough Reduction.</i>								

**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
LAYOFFS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	IFTE	SALARY
<b><u>Lack of Funds Layoff</u></b>						
Maas, Robyn	APAS	Exhibit Design Production Mgr	McDermugh Museum	8/1/2020	1.00	\$ 37,364.49
Phillips, Desja	APAS	Academic Advisor 1	Dean Health & Human Services	8/1/2020	0.50	\$ 16,169.00
<i>Please Note: Both employees originally laid off due to lack of work layoff from 6/1/2020 to 7/31/2020.</i>						



**YOUNGSTOWN STATE UNIVERSITY  
PROFESSIONAL ADMINISTRATIVE AND FACULTY  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
RECALLS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF RECALL	FTE	SALARY
Adair, Danielle	IAPAS	Operations Manager	Kilcawley Center	8/1/2020	1.00	\$ 35,667.97
Akers, Wendy	APAS	Costume Shop Specialist	Theatre & Dance	8/1/2020	1.00	\$ 35,937.50
Ault, Robert	IAPAS	Librarian Serials Microforms	Maag Library	8/1/2020	1.00	\$ 56,943.93
Clark, Gary	IAPAS	Coordinator	Office of Research Services	8/1/2020	1.00	\$ 34,046.05
Conroy, Joseph	IAPAS	Coord Facilities and Programs	Andrews Student Recr & Wellness Ctr	8/1/2020	1.00	\$ 53,803.16
Delucia, Angela	IAPAS	Assistant to Director	McDonough Museum	8/1/2020	1.00	\$ 35,877.79
Donchess, Ryan	IAPAS	Coord Media Engrn Tech	Dean Cliffe College of Creative Arts	8/1/2020	1.00	\$ 40,474.13
Fitzpatrick, Ryan	APAS	Coordinator Theater Production	Theatre & Dance	8/1/2020	1.00	\$ 40,731.66
Jadun, Mohammad	APAS	EIT Cont Comp Training Specialist	IT Customer Services	18/1/2020	1.00	\$ 43,916.57
Jones, Kelsey	IAPAS	Coordinator Intl Stud Serv	International Programs Office	8/1/2020	1.00	\$ 37,270.80
Kirkpatrick, Jennifer	IAPAS	Studio Art Support Specialist	Art	8/1/2020	1.00	\$ 43,551.53
Markowitz, Ronald	APAS	Coordinator Adv Rec	Andrews Student Recr & Wellness Ctr	8/1/2020	1.00	\$ 38,930.14
Moore, Rebecca	APAS	Manager Information Literacy	Maag Library	8/1/2020	1.001	\$ 50,105.24
Moorer, Susan	IAPAS	Assistant Director/ Development Officer	Student Outreach and Support/ WYSU-FM	8/1/2020	1.00	\$ 56,796.38
Reardon, Amanda	IAPAS	Coord. Membership & Marketing	Andrews Student Recr & Wellness Ctr	8/1/2020	1.00	\$ 36,359.23
Sak, Domonique	APAS	Club Sports Camps Coordinator	Club Sports	7/16/2020	1.00	\$ 37,554.59
<i>Please note: all APAS positions listed include the furlough reduction.</i>						

**UNIVERSITY AFFAIRS**

**BACKGROUND AGENDA**



**BOARD OF TRUSTEES  
UNIVERSITY AFFAIRS COMMITTEE  
Charles T. George, Chair  
Capri S. Cafaro, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
Wednesday, December 2, 2020**

- |  |              |
|--|--------------|
| <b>1. Human Resources Update</b>   | <b>Tab 1</b> |
| This report will provide an update on current accomplishments and priorities for moving forward with Human Resources Department operations; and provide the status of all Unfair Labor Practices, Grievances and Arbitrations. |              |
| <b>2. Human Resources Update on Position Searches</b>  | <b>Tab 2</b> |
| This report will provide a list of all searches in progress.   |              |
| <b>3. Classified Civil Service Personnel Actions</b>   | <b>Tab 3</b> |
| This is a summary of all personnel actions approved by the Chief Human Resources Officer serving as the appointing authority for classified staff.   |              |
| <b>4. Report on Search Waivers</b>   | <b>Tab 4</b> |

## **Office of Human Resources Update December 2020**

### **Benefits**

Open enrollment for benefits will be available from November 8 through November 21, 2020. During this period, employees may elect to make changes to their medical, dental, vision, voluntary life coverage and enroll in Flexible Spending Accounts effective January 1, 2021. All current elections will remain the same unless the employee submits changes to their coverage. Employees who have a spouse enrolled on the YSU medical plan as primary will be required to complete the annual Coordination of Benefits documentation.

### **Talent Acquisition, Processing & Employee Records**

Tiered pay reductions for excluded staff and furlough days for ACE and APAS bargaining unit members remain in effect. There are also bargaining unit members that remain on lack of work layoff including:

- 22 ACE bargaining unit members
- 2 APAS bargaining unit members

### **Human Resource Information System (HRIS)**

HRIS is currently testing a new employee dashboard profile in self-service banner that will allow employees to view their personal, employment, and job-related information in one location. It is anticipated the employee dashboard with “go-live” in December.

### **Labor and Employee Relations/Unfair Labor Practices, Grievances and Arbitrations**

Remote arbitrations are now being scheduled.

- Grievances
  - ACE: Grievance #763 challenging working out of class determination.
  - APAS: No Activity.
- Arbitrations
  - OEA: Grievances #362-370, and #373 (Intent to Terminate) was heard by an arbitrator on October 19, 2020. Decision is pending.
  - FOP: Grievances #65 (Involuntary Disability Separation), #67 (New Hire Step Increase), and #68 (Pay and medical reimbursement) have been advance to arbitration.
- Negotiations
  - OEA: Redlined collective bargaining agreement is being reviewed by the OEA.
  - ACE: Wage and healthcare articles of the collective bargaining agreement are being reviewed by ACE.

### **Equal Opportunity/Title IX**

In compliance with the new Title IX regulations, the Title IX processes and procedures have been reviewed and modified. The Title IX Coordinator, Investigators, Advisors, Hearing Decision-Makers, and Appellate Review Officers have received mandated training.

## Current Postings – 10/15/20

### Faculty

#### Beeghly College of Liberal Arts, Social Sciences, and Education

- Part-time Instructor – Student Teaching Supervisor – Teacher Education
- Part-time Instructor – Student Teaching Supervisor – Counseling, School Psychology and Educational Leadership
- Part-time Faculty – Counseling, School Psychology and Educational Leadership
- Part-time Faculty – Reading & Study Skills
- Part-time Instructor – Approaches to Professional Assessment Praxis Core
- Part-time Instructor – Early Childhood Education/Early Childhood Intervention Specialist
- Part-time Instructor – Literacy Education Instructor
- Part-time Instructor – Middle Childhood Education
- Part-time Instructor – First Year Experience Education Course
- Part-time Instructor – Health & Physical Education Instructor
- Part-time Instructor – Health & Physical Education Methods Instructor
- Part-time Instructor – Adolescent/Young Adult Education
- Part-time Faculty – Special Education Instructor
- Part-time Faculty – Teacher Education
- Part-time Faculty – English
- Part-time Faculty – Sociology
- Part-time Faculty – Psychology
- Part-time Faculty – Honors
- Part-time Faculty – Introduction to Sociology
- Part-time Instructor – Gerontology
- Part-time Instructor – History
- Part-time Faculty – Geography
- Part-time Instructor – Women’s and Gender Studies
- Part-time Instructor – Spanish
- Part-time Instructor – Hebrew
- Part-time Instructor – Religious Studies
- Part-time Graduate Faculty, Social Gerontology
- Part-time Faculty – Politics and International Relations
- Part-time Faculty – Philosophy
- Part-time Faculty – Linguistics/TESOL
- Part-time Faculty – Sociology, Anthropology, Gerontology (On-line Graduate Course)
- Part-time Faculty – Sociology, Anthropology, Gerontology (Undergraduate Courses)
- Part-time Faculty – First Year Experience Course, College of Liberal Arts and Social Sciences
- Part-time Faculty – Italian
- Part-time Faculty – Africana Studies
- Part-time Faculty – American Studies
- Part-time Faculty – French
- Part-time Faculty – American Sign Language
- Part-time Faculty – Spanish Phonetics/Distance Learning
- Part-time Faculty – Humanities and Social Sciences – Political Science

## **Bitonte College of Health and Human Services**

- Part-time Instructor – Food & Nutrition Programs
- Part-time Faculty – Dental Hygiene
- Part-time Faculty – Medical Assisting Technology
- Part-time Faculty – Respiratory Care
- Part-time Faculty – Allied Health
- Part-time Faculty – Master of Health and Human Services
- Part-time Nursing – Clinical Faculty
- Part-time Faculty – Emergency Medical Services
- Part-time Faculty – Health Informatics
- Part-time Faculty – Public Health
- Part-time Faculty – Hospitality Management
- Part-time Faculty – Public Health – Environmental Health and Safety
- Part-time Instructor – First Year Experience Course in Health & Human Services
- Part-time Instructor – Pharmacology for Nurse Anesthetist Students
- Part-time Faculty – Medical Laboratory Programs
- Part-time Instructor – Social Work Lakeland and Lorain CC Campuses
- Part-time Instructor – Social Work
- Lecturer – Social Work (Term)
- Part-time Faculty – Criminal Justice and Forensic Sciences
- Part-time Undergraduate Faculty – Merchandising – Fashion & Interiors
- Part-time Undergraduate Faculty – Dietetics Programs
- Part-time Faculty – Health & Human Services 1510/1511 First Year Experience Course
- Part-time Instructor – Human Ecology, Early Childhood-PreK
- Assistant Professor, Athletic Training (Tenure Track)
- Part-time Faculty – Kinesiology and Sport Science – Activity Courses
- Part-time Faculty – Kinesiology and Sport Science –Therapeutic Exercises
- Assistant/Associate Professor, Physical Therapy (Tenure Track)
- Part-time Faculty – Physical Therapy – Clinical Psychology
- Part-time Faculty – Masters in Athletic Training

## **Cliffe College of Creative Arts & Communication**

- Part-time Faculty – Photography
- Part-time Faculty – Theater and Dance
- Part-time Instructor – Viola
- Part-time Faculty – Music Theory
- Part-time Instructor – Director of Dana Gospel Choir
- Part-time Faculty – Graphic Design
- Part-time Faculty – Art History
- Part-time Faculty – Visual Arts Foundations
- Part-time Vocal Instructor
- Part-time Vocal Instructor – Classical Voice
- Part-time Instructor – Jazz Studies

## **Cliffe College of Creative Arts & Communication Continued**

- Part-time Instructor – Visual Arts
- Part-time Faculty – First Year Experience Course in College of Creative Arts & Communication
- Part-time Faculty – Dana School of Music

## **College of Science, Technology, Engineering and Mathematics**

- Part-time Instructor – Mathematics
- Part-time Faculty – Physics
- Part-time Instructor – Mechanical Engineering Technology
- Part-time Instructor – Mechanical Engineering
- Part-time Faculty – Chemistry
- Part-time Instructor – Electrical and Computer Engineering
- Part-time Faculty – Computer Science and Information Systems
- Part-time Faculty – Civil/Environmental and Chemical Engineering
- Part-time Instructor – Engineering Technology
- Part-time Instructor – Biology in the Modern World Laboratory
- Part-time Instructor – Microbiology Laboratory
- Part-time Instructor – Civil and Construction Engineering Technology
- Part-time Instructor – Anatomy and Physiology 1 Lab
- Part-time Instructor – Human Physiology and Anatomy
- Part-time Instructor – Chemistry Lab Instructor
- Part-time Instructor – Draft and Design Technology
- Part-time Instructor – First Year Engineering Orientation
- Part-time Instructor – STEM Careers
- Part-time Instructor – Electrical Engineering Technology
- Part-time Instructor – Mathematics & Statistics
- Part-time Instructor – Microbiology for Health Care Professions Laboratory
- Part-time Instructor – Anatomy and Physiology 2
- Part-time Instructor – Anatomy and Physiology 2 Lab
- Part-time Instructor – Mammalogy
- Part-time Faculty – EUT Power Plant Technology Instructor
- Part-time Faculty – Industrial Engineering
- Part-time Faculty – Mechanical Engineering – Solid Mechanics
- Part-time Faculty – Mechanical Engineering – Thermal Fluids
- Lecturer – Computer Science & Information Systems (Term)
- Part-time Faculty – Environmental Science
- Part-time Faculty – STEM First Year Orientation
- Assistant Professor – Electrical Engineering (Tenure Track)
- Lecturer – Industrial & System Engineering (Term)
- Part-time Faculty – Chemical Engineering

## **Williamson College of Business Administration**

- Part-time Instructor – Management
- Part-time Instructor – Marketing
- Part-time Instructor – Accounting/Finance
- Part-time Instructor – Management (Undergraduate Courses)
- Part-time Instructor – Legal Environment of Business
- Part-time Instructor – Master of Business Administration
- Part-time Instructor – Marketing/Center for Nonprofit Leadership
- Part-time Faculty – Economics
- Part-time Faculty – Communication Studies, Telecommunication Studies, and Journalism

## **Professional/Administrative**

- Staff Architect
- Coordinator, Veterans Affairs
- School Nurse – Rich Center
- Network Engineer
- Coordinator, Center for Student Progress
- Systems Administrator 1
- Instruction Specialist – Rich Center
- Program Director, Applied Research and Manufacturing/Workforce Development
- Manager, Admissions Support Services
- Payroll Coordinator
- Systems Administrator 1



**SUMMARY OF PERSONNEL ACTIONS**  
**Classified Employees**  
**7/16/20 through 10/15/20**

**Appointments – 3**

- Classified Civil Service – 3

**Separations – 4**

- Classified Civil Service – 4

**Reclassifications/Position Adjustments – 1**

- Classified Civil Service – 1

**Salary Adjustments – 10**

- Classified Civil Service – 10

**Promotions – 3**

- Classified Civil Service – 2
- FOP – 1

**Transfer – 2**

- Classified Civil Service – 2

**Recalls – 28**

- Classified Civil Service – 28

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	SALARY
Cordts, Taiowa	ACE	Audio Visual Production Spec	Marketing & Communications	8/17/2020	1.001	\$ 31,179.20
Liadis, Kimberley	ACE	Travel Clerk	Procurement Services	7/20/2020	1.001	\$ 24,273.60
Mouse, David	ACE	Software Integration Analyst 1	IT Application Services	8/31/2020	1.00	\$ 49,337.60
<i>Please note: all ACE positions listed include the furlough reduction.</i>						

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
SEPARATIONS**

<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>	<b>SEPARATION TYPE</b>
Bradley, Robin	ACE	Administrative Assistant 1	Management & Marketing	8/14/2020	1.00	\$ 47,112.00	Retired
Brennan, Brian	ACE	Library Operations Supervisor	Maag Library	8/31/2020	1.00	\$ 55,848.00	Retired
Frazzini, Martha	ACE	Clerk 2	Parking Services	9/1/2020	0.75	\$ 27,050.40	Retired
Kovaleski, Timothy	ACE	Software Integration Analyst 1	IT Application Services	8/28/2020	1.001	\$ 57,761.60	Resigned
<i>Please note: all ACE positions listed include the furlough reduction.</i>							

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**RECLASSIFICATIONS/POSITION ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
Frisby, Connie	ACE	Business Ops Specialist 2/ Administrative Assistant 1	School Comp Science, Info & Engineering Technology	8/18/2019	1.00	\$ 45,364.80	\$ 43,201.60
<i>Please note: all ACE positions listed include the furlough reduction.</i>							

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
SALARY ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Delucia, Nicholas	ACE	Technology Support Tech 1	IT Customer Services	8/2/2020	1.00	\$40,123.20	1.00	\$ 39,728.00
Dittrich, James	ACE	Web Programmer	Marketing & Communications	8/2/2020	1.00	\$ 52,977.60	1.00	\$ 52,187.20
Hood, Kevin	ACE	Motor Pool	Automotive Mechanic 3	8/30/2020	1.00	\$ 37,564.80	1.00	\$ 37,003.20
Kostas, Amalia	ACE	Residence Hall Monitor	Housing & Residence life	9/27/2020	1.00	\$ 28,953.60	1.00	\$ 28,537.60
Maldonado, Sheila	ACE	Administrative Assistant 1	English and World Languages	7/19/2020	1.00	\$45,115.20	1.00	\$ 49,628.80
Mehle, Vicki	ACE	Residence Hall Monitor	Housing & Residence Life	9/27/2020	1.00	\$ 28,953.60	1.00	\$ 28,537.60
Polis, Troy	ACE	Intermittent Parking Attendant	Parking Services	8/2/2020	0.50	\$ 11,263.20	0.50	\$ 11,100.96
Schippert, Scott	ACE	Boiler Tech and Plumber	Central Utility Plant & Distr	8/6/2017	1.00	\$ 40,414.40	1.00	\$ 39,332.80
Rossi, Todd	ACE	Residence Hall Monitor	Housing & Residence life	9/27/2020	1.00	\$ 28,953.60	1.00	\$ 28,537.60
Woodford, Debra	ACE	Clerk 2	Parking Services	8/30/2020	0.50	\$ 11,544.00	0.50	\$ 11,377.60
<i>Please note: all ACE positions listed include the furlough reduction.</i>								

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Kovaleski, Timothy	IACE	Software Integration Analyst 1/ Systems Analyst 1	IT Application Services/ Registration & Records	8/2/2020	1.00	\$ 57,761.60	1.00	\$ 54,999.36
Steadman, Zachary	IACE	Boiler & Air Quality Tech/ Maintenance Repair Worker 2	Central Utility Plant & Distr/ Facilities Maintenance	9/27/2020	1.00	\$ 38,251.20	1.00	\$ 30,160.00
Skovira, Adam	IFOP	Police Sergeant/Police Officer 2	YSU Police	8/30/2020	1.00	\$ 64,404.40	1.00	\$ 49,088.00
<i>Please note: all ACE positions listed include the furlough reduction.</i>								

**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
TRANSFERS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	1FTE	NEW SALARY	PREVIOUS SALARY
Kennehan, Rita	IACE	Academic Ops Specialist 1	Military Science/Dean Bitonte Col Health & Human Services	8/30/2020	1.00	\$ 43,035.20	\$ 43,035.20
Pope, Shannon	IACE	Academic Ops Specialist 1	Criminal Justice & Consumer Science/Human Services	10/11/2020	1.00	\$ 32,427.20	\$ 32,427.20
<i>Please note: all ACE positions listed include the furlough reduction.</i>							

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20**  
**RECALLS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF RECALL	FTE	SALARY
Aliberti, Darlene	ACE	Academic Ops Specialist 1	Dean Bitonte Col Health & Human	8/13/2020	1.00	\$ 32,427.20
Bodnark, Mary	ACE	Layout Design Artist	Marketing & Communications	8/2/2020	0.75	\$ 39,499.20
Bowman, Michael	ACE	Administrative Assistant 2	Student Counseling Center	8/2/2020	11.00	\$ 60,528.00
Brennan, Brian	ACE	Library Operations Supervisor	Maag Library	8/2/2020	1.00	\$ 55,848.00
Buck, Tiffany	ACE	Administrative Assistant 2	Andrews Student Recreation & Wellness Center	8/2/2020	1.00	\$ 31,928.00
Buser, Kathleen	ACE	Academic Ops Specialist 1	Dean - Business Administration	7/20/2020	11.00	\$ 49,212.80
Cobbin, Derrick	ACE	Parking Facilities Supervisor	Parking Services	8/2/2020	1.00	\$ 45,593.60
DeAngelo, Thomas	ACE	Intermittent Parking Facilities Attendant	Parking Services	8/2/2020	0.50	\$ 15,912.00
Duckworth, Christopher	ACE	Print Assistant	Printing Services	8/2/2020	1.00	\$ 29,036.80
Frazzini, Martha	ACE	Clerk 2	Parking Services	8/2/2020	0.75	\$ 30,061.20
Garofali, Lisa	ACE	Librarian 2 (non-degreed)	Maag Library	8/2/2020	1.00	\$ 42,889.60
Graneto, Lora	ACE	Academic Ops Specialist 1	student Activities	9/9/2020	1.00	\$ 32,427.20
Handel, Marilyn	ACE	Academic Ops Specialist 1	Art	8/13/2020	10.50	\$ 16,213.60
Jenkins, Barry	ACE	Parking Facilities Attendant	Parking Services	8/2/2020	1.00	\$ 36,192.00
Kostas, Amalia	ACE	Residence Hall Monitor	Housing & Residence Life	8/2/2020	11.00	\$ 28,537.60
Labusch, Joachim	ACE	Intermittent Parking Facilities Attendant	Parking Services	8/2/2020	0.50	\$ 18,096.00
Lloyd, James	ACE	Intermittent Parking Facilities Attendant	Parking Services	8/2/2020	10.50	\$ 9,588.80
Manning, Thomas	ACE	Parking Facilities Supervisor	Parking Services	8/2/2020	11.00	\$ 39,291.20
Marinkovich, Marko	ACE	Recreation Facilities Mgr 1	Andrews Student Recreation & Wellness Center	8/2/2020	0.50	\$ 19,968.00
Mehle, Vicki	ACE	Residence Hall Monitor	Housing & Residence Life	8/2/2020	1.00	\$ 28,537.60



**YOUNGSTOWN STATE UNIVERSITY  
CLASSIFIED EMPLOYEE  
PERSONNEL ACTIONS 7/16/20 THROUGH 10/15/20  
RECALLS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF RECALL	FTE	SALARY
Polis, Troy	ACE	Intermittent Parking Facilities Attendant	Parking Services	8/2/2020	0.50	\$ 11,263.20
Reyes, Kenny	ACE	Library Assistant 2	Maag Library	18/2/2020	1.00	\$ 42,224.00
Rossi, Todd	ACE	Residence Hall Monitor	Housing & Residence Life	8/2/2020	1.00	\$ 28,537.60
Schoenfeld, Melissa	IACE	Print Assistant	Printing Services	8/2/2020	1.00	\$ 27,435.20
Sewell, Elaine	ACE	Library Assistant 2	Maag Library	8/2/2020	1.00	\$ 32,635.20
Shargo, Megan	IACE	Academic Ops Specialist 1	Management & Marketing	8/13/2020	1.00	\$ 32,427.20
Texter, Christina	ACE	Administrative Assistant 1	Alumni & Events Operations	18/2/2020	1.00	\$ 45,115.20
Woodford, Debra	IACE	Clerk 2	Parking Services	18/2/2020	0.50	\$ 11,377.60
<i>Please note: all ACE positions listed include the furlough reduction.</i>						

## **Office of Equal Opportunity, Policy Development & Title IX Report on Search Waivers**

**Requestor:** Frank Li, Chair of Electrical & Computer Engineering Dept

**Department/Unit:** Electrical & Computer Engineering Dept/Rayen School of Engineering

**Position:** Mechanical Engineering Lecturer (Fall Semester only)

**Candidate:** Timothy Daugherty

**Rationale:** The Mechanical Engineering program has a need for 14 hours of teaching required courses in the ABET-accredited program for the fall (2 sections of MECH 3751L, 2 sections of MECH 4825L, and 2 sections of MECH 5881). The program has exhausted a search for part-time instructors for these 3000, 4000, and 5000 level courses and labs. Dr. Timothy Daugherty is uniquely qualified to teach all 3 different sub-areas of Mechanical Engineering because of the following:

- (1) Having just finished his Ph.D., Dr. Daugherty is in a unique position to teach just 1 semester before moving on with his engineering career in industry.
- (2) Dr. Daugherty TA'ed both MECH 3751L and 4825L while working on his MS in Mechanical Engineering at YSU. Thus even though the two labs are different sub-areas of Mechanical Engineering, Dr. Daugherty is familiar with the content of both.
- (3) The MECH 5881 course requires graduate faculty status, which Dr. Daugherty is eligible for. Dr. Daugherty is familiar with the course, having taken it at YSU. Since it is not his area of expertise, we will limit the enrollment to only undergraduate students. Currently, there are only undergraduates registered for this course.
- (4) It is virtually impossible to find a PhD able or even willing to teach in all three sub-areas (mechanics of solids, thermo-fluids, and dynamic systems). As a product of YSU engineering, Dr. Daugherty is willing to do so for this Fall semester.

**Requestor:** Emily Wollet, Associate Director of Intercollegiate Athletics

**Department/Unit:** Intercollegiate Athletics/Women's Basketball

**Position:** Assistant Coach Women's Basketball

**Candidate:** Malika Glover

**Rationale:** Malika Glover would come to us with Division 1 coaching experience and is also a minority, female candidate. We lack both a female and a minority on the WBB staff and it is essential to our mission to present students with a diverse perspective. Having a minority, female coach aligns with our department DEI initiatives. Further, having a female on staff of our women's team is critical to providing the best support to our student-athletes.

**Requestor:** Betty Jo Licata, Dean of Williamson College Business Administration (WCBA)

**Department/Unit:** Management and Marketing

**Position:** Lecturer

**Candidate:** Jason Small

**Rationale:** Provost Smith indicates Jason's unique contribution includes covering departmental teaching needs where consistency across sections is essential for ensuring student success. Due to his excessive part-time load this fall he would be ineligible to teach the number of sections needed by the department as a part-time instructor. The temporary full-time position costs the university very little extra but enables Mr. Small to teach five sections rather than four in Spring 2021. Additionally, Jason is in a unique position both in terms of technological skill and course content knowledge to cover departmental needs for multiple sections across several potential course delivery modalities should the situation arise.

**Requestor:** Brien Smith, Provost and Vice President for Academic Affairs

**Department/Unit:** Excellence Training Center

**Position:** Executive Director, Strategic Workforce Education and Innovation

**Candidate:** Jennifer Oddo

**Rationale:** At IBM, Ms. Oddo was responsible for developing and leading public/private partnerships to advance workforce education and initiatives focused on apprenticeship, pre-apprenticeship and short-term credentials. She worked closely with industry, higher education, government and not-for-profits to create advocacy, education and enablement of innovative workforce programs and policies. While at IBM, she assisted YSU in starting the Youngstown State University Information Technology Workforce Accelerator (ITWA). Ms. Oddo brings with her the knowledge and established relationships of the ITWA. In addition, YSU does not have sufficient knowledge of the pre-apprenticeship online content (provided by IBM) administration to implement the program without her. She has industry experience in exactly the areas we need, and she has the industry contacts and proprietary knowledge that only she can bring.

**Requestor:** Claire Berardini, Associate Provost for Student Success

**Department/Unit:** College Access and Transition

**Position:** Director, College Access and Transition

**Candidate:** Sharon Schroeder

**Rationale:** Sharon Schroeder has the depth of knowledge of both state regulations regarding College Credit Plus and College Tech Prep and of YSU admission and placement testing policies, curriculum, and Youngstown-Rayen Early College needed to oversee these programs. These programs are contributing to YSU's overall enrollment strategy. In addition, she also has the depth of knowledge needed to assure the Upward Bound program complies with all DoE requirements and policies. Upward Bound and Academic Achievers both support YSU's commitment to the community and the success of students who come to YSU from these programs.

**Number of Postings (July 24, 2020 – October 13, 2020) \*:**

- **Faculty:**
  - Full-time - 2
  - Part-time -10
  
- **Professional/Administrative:**
  - Full-time - 5
  - Part-time - 0

**Total Postings: 17**

\*Postings since last report.

# **EXECUTIVE COMMITTEE**



**YOUNGSTOWN  
STATE  
UNIVERSITY**

**BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE\***

**Anita A. Hackstedde, Chair  
John R. Jakubek, Vice Chair  
James E. "Ted" Roberts  
Molly S. Seals  
Michael A. Peterson  
Charles T. George**

**Wednesday, December 2, 2020  
5:00 p.m. or immediately following  
previous meeting**

**Chestnut Room  
Kilcawley Center**

**AGENDA**

- A. Disposition of Minutes**
- B. Old Business**
- C. Committee Item**
  - 1. Executive Discussion Item**
    - a. Presidential Goals**
- D. New Business**
- E. Adjournment**