



**YOUNGSTOWN
STATE
UNIVERSITY**

**BOARD OF TRUSTEES
UNIVERSITY AFFAIRS COMMITTEE**

**John R. Jakubek, Chair
Capri S. Cafaro, Vice Chair
All Trustees are Members**

**Wednesday, December 4, 2019
3:30 p.m. or immediately following
previous meeting**

**Kilcawley Center
President's Suites**

AGENDA

- A. Disposition of Minutes for Meeting Held September 4, 2019**
- B. Old Business**
- C. Committee Items**

1. Intercollegiate Athletics Action Items

- Tab C.1.a. a. Resolution to Ratify Personnel Actions**
University policies require that the Chief Human Resources Officer provide a summary of appointments, promotions, and other personnel actions for intercollegiate athletics staff and coaching positions, for July 16, 2019, through October 15, 2019. Personnel actions for intercollegiate athletics staff and coaching are contingent upon approval of the Board of Trustees.
Ron Strollo, Executive Director of Athletics, will report.
- Tab C.1.b. b. Resolution to Approve the Intercollegiate Athletics 2021-2025 Gender Equity Plan**
Ron Strollo, Executive Director of Athletics, will report.

2. Intercollegiate Athletics Discussion Items

- Tab C.2.a. a. Report on the Educational Outcome of Student-Athletes**
Ron Strollo, Executive Director of Athletics, will report.
- Tab C.2.b. b. Report of the Academic Progress Rate (APR) Figures**
Ronald Strollo, Executive Director of Athletics, will report.
- Tab C.2.c. c. Report on the Average Cumulative GPA's by Term**
Ronald Strollo, Executive Director of Athletics, will report.
- Tab C.2.d. d. Report on the Number of Athletes by Academic Major**
Ronald Strollo, Executive Director of Athletics, will report.

3. University Affairs Discussion Item

a. New Policy

Tab C.3.a.1.

1. Development and Authorization of Divisional Policies and Procedures

Holly Jacobs, Vice President Legal Affairs and Human Resources, will report.

- **Board of Trustees' Resolution Take Charge of Future For Sustainability**

4. University Affairs Action Items

Tab C.4.a.

a. Resolution to Modify Conflicts of Interests and Conflicts of Commitment Policy, 3356-7-01 and employee form

Holly Jacobs, Vice President Legal Affairs and Human Resources, will report.

Tab C.4.b.

b. Resolution to Modify and Retitle Outside Consulting Services - Faculty Policy, 3356-7-18 and employee form

Holly Jacobs, Vice President Legal Affairs and Human Resources, will report.

Tab C.4.c.

c. Resolution to Modify and Retitle Outside Consulting Services/Employment by Professional/Administrative Staff, Including Deans and Chairpersons Policy, 3356-7-34 and employee form

Holly Jacobs, Vice President Legal Affairs and Human Resources, will report.

Tab C.4.d.

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, 2019, through October 15, 2019. 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.

5. 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.

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 5, 2019, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2019-2020 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
7/16/19 through 10/15/19

Appointments – 9

New Positions – 2

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

Replacement Positions – 7

- Classified – 1
- Professional Administrative Excluded – 6

Separations – 3

- Professional Administrative Excluded – 3

Reclassification/Position Adjustments – 1

- Professional Administrative Excluded – 1

**YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
SEPARATIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATON	FTE	SALARY
Altomare, Louis	Excluded	Assistant Coach Strength Conditioning	Training Room	8/28/2019	1.00	\$ 31,694.11
Richmond, Mark	Excluded	Assistant Coach Quality Control	Basketball - Men's	7/15/2019	1.00	\$ 51,510.00
Trenkle, Brady	Excluded	Assistant Coach Basketball	Basketball - Men's	6/15/2019	1.00	\$ 75,000.00

**YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
RECLASSIFICATIONS/POSITION ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
Molinari, Joseph	Excluded	Assistant Coach Men's Basketball QC/ Assistant Coach Men's Basketball	Basketball - Men's	8/16/2019	1.00	\$ 77,265.00	\$ 77,265.00



**YOUNGSTOWN
STATE
UNIVERSITY**

**RESOLUTION TO APPROVE
INTERCOLLEGIATE ATHLETICS
2021-2025 GENDER EQUITY PLAN**

WHEREAS, Youngstown State University is committed to providing athletic opportunities that are funded to insure equal access, participation, and support for men and women alike in compliance with Title IX; and

WHEREAS, in 1994 the Youngstown State University Board of Trustees approved its first five-year gender equity plan which committed \$696,000 to fund scholarships, staffing, operating budgets and physical facilities to enhance the women's intercollegiate athletic programs; and

WHEREAS, in 1999, 2004, 2010, and 2015 the Youngstown State University Board of Trustees approved three consecutive gender equity plans that committed total of \$1.7 million to fund scholarships, staffing, operating budgets and physical facilities to enhance women's intercollegiate athletic programs over the past 20 years; and

WHEREAS, the University is committed to a continuing practice of increasing opportunities for women;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept and approve the 2021-2025 Gender Equity Plan, totaling \$500,000, as shown in the attached Exhibit ____.

**Board of Trustees Meeting
December 5, 2019
YR 2020-**

**INTERCOLLEGIATE ATHLETICS
2021-25 GENDER EQUITY PLAN
NARRATIVE**

The senior administrative staff in the Department of Intercollegiate Athletics, the Student-Athlete Advisory Committee, and the Intercollegiate Athletics Council fully support that the financial commitment in the 2021-25 Gender Equity Plan is a necessary step to address the stagnant level of female participation and the continued disparity in operating expenses. Under federal law, Youngstown State is expected to be in compliance with all treatment issues e.g. budgets, locker rooms, practice facilities, competitive facilities, support personnel, etc., while simultaneously expanding participation opportunities for women. Hence, it is necessary for us to establish a plan to comply with treatment inequities as well as participation inequities.

The Plan includes adding a women's sport in order to increase participation opportunities for women. In addition, the Plan will continue to assist in increasing the operating budgets for the existing female varsity sport programs that will address current inequities. The Plan is fiscally responsible during these economic conditions, while continuing to provide a quality student-athlete experience.

The 2021-25 Gender Equity Plan provides for all varsity program areas to be monitored, evaluated, and addressed on a continuing basis as follows:

1. The Executive Director of Athletics meets formally on a monthly basis with each supervisor of respective sports.
2. The athletic administrators that oversee sport programs meet on a periodic basis through the year to review the entire department's goals, including those related to equity issues. The administrative team includes:
 - The Executive Director of Athletics
 - Associate Director of Athletics (SWA)
 - Three Assistant Directors
3. The Executive Director of Athletics and supervisor of each sport meet formally with each head coach at the conclusion of his/her sport season. This meeting includes a review of the Coach's Input Form, which has all 17 gender issues included. Also, the annual evaluation of each head coach of a female sport has a gender equity component that emphasizes squad size and scholarship goals.
4. All supervisors and head coaches have informal discussions throughout the year to address any and all concerns related to their program.
5. The Student-Athlete Advisory Committee, which is composed of two representatives from each sport, meets on a monthly basis throughout the year and allows for any comments and/or concerns to be brought forth to the athletic administration.

**INTERCOLLEGIATE ATHLETICS
2021-25 GENDER EQUITY PLAN
NARRATIVE**

6. At the conclusion of each sport season, each student-athlete is provided a Student-Athlete Input Form that includes an anonymous comment section to be completed if there are any concerns he/she feels the athletic administration should be aware of regarding their program.
7. All student-athletes have the opportunity to complete an Exit Interview, which includes questions related to gender issues. The results of these interviews are compiled once every three to four years. The results are provided to the President, Executive Director of Athletics, FAR, Intercollegiate Athletics Council and all athletic department staff.
8. YSU's Sexual Harassment Policy is distributed annually to athletic staff via the Operation's Manual, and to student-athletes via the Student-Athlete Handbook.
9. Any hiring of a sport coach or administrator that has a minimum .50 full-time equivalency or higher must be approved by the Office of Equal Opportunity and Diversity.
10. The Intercollegiate Athletics Council is an institutional committee appointed by the President that makes recommendations regarding existing and proposed policies in athletics. The Faculty Athletics Representative meets with three head coaches annually, randomly selected by the IAC, and survey each with the Gender Equity Assessment tool to evaluate the applications of our gender equity plan. The FAR will make an annual report of his/her findings to the IAC.
11. The FAR and Executive Director of Athletics will make annual presentations to the IAC regarding progress of the gender equity plan. The IAC is the final authority on evaluating the implementation of the gender equity plan. The IAC will monitor the impact the gender equity plan has on the Equity in Athletics Disclosure Act.

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>2019</u> <i>12-13</i>	<u>2018</u> <i>11-12</i>	<u>2017</u> <i>10-11</i>	<u>2016</u> <i>09-10</i>	<u>2015</u> <i>08-09</i>	<u>2014</u> <i>07-08</i>	<u>2013</u> <i>06-07</i>	<u>2012</u> <i>05-06</i>	<u>2011</u> <i>04-05</i>	<u>2010</u> <i>03-04</i>	<u>2009</u> <i>02-03</i>
YSU STUDENT-ATHLETES	61	60	63	61	64	65	62	59	56	58	60
YSU GENERAL STUDENTS	33	33	32	32	34	34	35	36	36	36	36
DIFFERENCE	28	27	31	29	30	31	27	23	20	22	24

YOUNGSTOWN STATE UNIVERSITY
 INTERCOLLEGIATE ATHLETICS
 STUDENT ATHLETES VS. GENERAL STUDENT BODY GRADUATION RATE (NON-COHORT)
 TEN YEAR HISTORY

<i>ENTERING FRESHMEN CLASS</i>	<u>2019</u> <i>12-13</i>	<u>2018</u> <i>11-12</i>	<u>2017</u> <i>10-11</i>	<u>2016</u> <i>09-10</i>	<u>2015</u> <i>08-09</i>	<u>2014</u> <i>07-08</i>	<u>2013</u> <i>06-07</i>	<u>2012</u> <i>05-06</i>	<u>2011</u> <i>04-05</i>	<u>2010</u> <i>03-04</i>	<u>2009</u> <i>02-03</i>
YSU STUDENT-ATHLETES	52	54	72	59	49	65	69	71	54	52	59
YSU GENERAL STUDENTS	37	35	31	31	33	33	32	35	37	36	35
DIFFERENCE	15	19	41	28	16	32	37	36	17	16	24
NCAA REQUIREMENT OF > 13%	13	13	13	13	13	13	13	13	13	13	13
DIFFERENCE	2	6	28	15	3	19	24	23	4	3	11
YSU - GSR	81	80	79	79	76	76	74	70	69	72	71
NCAA REQUIREMENT OF > 90%	90	90	90	90	90	90	90	90	90	90	90
DIFFERENCE	-9	-10	-11	-11	-12	-14	-16	-20	-21	-18	-19

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

ENTERING FRESHMEN CLASS	2019 12-13	2018 11-12	2017 10-11	2016 09-10	2015 08-09	2014 07-08	2013 06-07	2012 05-06	2011 04-05	2010 03-04
HORIZON LEAGUE:										
CLEVELAND STATE	71	71	65	62	59	57	57	59	60	60
DETROIT	71	71	70	64	64	66	65	69	68	71
GREEN BAY	67	66	65	68	70	71	74	72	74	77
IUPUI	64	63	62							
MILWAUKEE	67	63	60	56	60	62	66	69	72	70
NORTHERN KENTUCKY	61	63	58	61						
OAKLAND	70	66	62	60	61	60	59			
UIC	75	75	73	72	70	68	69	67	64	62
WRIGHT STATE	64	64	68	71	66	69	65	63	70	68
YOUNGSTOWN STATE	61	60	63	61	64	65	62	59	56	58
HORIZON LEAGUE AVERAGE	67	66	65	64	64	65	65	65	66	67
NCAA DIVISION I	68	67	67	66	66	65	65	64	64	64
YSU GENERAL STUDENTS										
YSU GENERAL STUDENTS	33	33	32	32	34	34	35	36	36	36
HL GENERAL STUDENTS (AVERAGE)	47	46	45	46	47	47	47	44	44	44
YSU S/A'S ABOVE GENERAL STUDENTS										
YSU S/A'S ABOVE GENERAL STUDENTS	28	27	31	29	30	31	27	23	20	22
HL S/A'S ABOVE GENERAL STUDENTS	20	20	20	18	17	18	18	21	22	23
MISSOURI VALLEY FOOTBALL:										
ILLINOIS STATE	71	69	71	71	71	70	66	65	67	69
INDIANA STATE	57	59	57	55	58	54	57	58	59	62
MISSOURI STATE	66	63	60	61	62	63	65	64	65	63
NORTH DAKOTA STATE	66	67	66	64	62	64	65	62	61	56
NORTHERN IOWA	69	70	68	66	68	67	70	71	66	64
SOUTH DAKOTA	69	68	67	60	64	60	57	57	56	55
SOUTH DAKOTA STATE	73	73	72	72	73	70	71	68	59	60
SOUTHERN ILLINOIS	69	67	65	66	65	66	64	64	66	64
WESTERN ILLINOIS	63	63	65	63	66	68	65	64	62	61
YOUNGSTOWN STATE	61	60	63	61	64	65	62	59	56	58
MISSOURI VALLEY AVERAGE	66	66	65	64	65	65	64	63	62	61
NCAA DIVISION I	68	67	67	66	66	65	65	64	64	64
FCS	67	66	65	65	64	65	65	64	64	64
YSU GENERAL STUDENTS										
YSU GENERAL STUDENTS	33	33	32	32	34	34	36	36	36	36
MVFC GENERAL STUDENTS (AVERAGE)	53	52	53	52	53	53	53	52	52	52
YSU S/A'S ABOVE GENERAL STUDENTS										
YSU S/A'S ABOVE GENERAL STUDENTS	28	27	31	29	30	31	27	23	20	22
MVFC S/A'S ABOVE GENERAL STUDENTS	13	14	12	12	12	12	11	11	9	9
EXHAUSTING ATHLETIC ELIGIBILITY										
EXHAUSTING ATHLETIC ELIGIBILITY	95	95	96	95	93	93	93	93	93	94

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>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	<u>2010</u> 03-04	<u>2009</u> 02-03
HORIZON LEAGUE:											
CLEVELAND STATE	46	46	38	36	34	31	30	28	29	29	29
DETROIT	65	61	60	58	56	56	54	54	52	52	53
GREEN BAY	50	49	48	49	50	50	52	53	53	53	52
IUPUI	48	47	46								
MILWAUKEE	45	45	46	45	44	43	42	42	43	42	42
NORTHERN KENTUCKY	40	38	38	31							
OAKLAND	48	46	45	44	43	42	41				
UIC	59	59	58	58	57	56	55	52	53	51	50
WRIGHT STATE	37	37	39	40	40	42	43	43	45	44	43
YOUNGSTOWN STATE	33	33	32	32	34	34	35	36	36	36	36
HORIZON LEAGUE AVERAGE	47	46	45	44	45	44	44	44	44	44	44
<i>NCAA DIVISION I</i>	66	66	65	65	64	64	63	63	62	62	62
MISSOURI VALLEY FOOTBALL:											
ILLINOIS STATE	71	71	72	72	71	71	70	70	68	67	66
INDIANA STATE	40	39	40	41	41	42	42	42	42	41	41
MISSOURI STATE	54	54	54	54	55	54	55	54	54	54	52
NORTH DAKOTA STATE	56	56	55	54	54	53	53	51	50	50	50
NORTHERN IOWA	66	66	66	66	66	67	66	66	65	66	65
SOUTH DAKOTA	55	53	53	48	51	51	50	48	54	53	54
SOUTH DAKOTA STATE	55	55	56	56	58	57	56	55	*	*	*
SOUTHERN ILLINOIS	46	44	44	45	45	46	48	45	45	44	43
WESTERN ILLINOIS	51	53	54	54	55	56	54	56	57	57	56
YOUNGSTOWN STATE	33	33	32	32	34	34	35	36	36	36	36
MISSOURI VALLEY AVERAGE	53	52	53	52	53	53	53	52	52	52	51
<i>NCAA DIVISION I</i>	66	66	65	65	64	64	63	63	62	62	62
<i>FCS</i>	60	60	60	58	59	64	63	63	62	62	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

<i>ENTERING FRESHMEN CLASS</i>	<u>2019</u> <i>12-13</i>	<u>2018</u> <i>11-12</i>	<u>2017</u> <i>10-11</i>	<u>2016</u> <i>09-10</i>	<u>2015</u> <i>08-09</i>	<u>2014</u> <i>07-08</i>	<u>2013</u> <i>06-07</i>	<u>2012</u> <i>05-06</i>	<u>2011</u> <i>04-05</i>	<u>2010</u> <i>03-04</i>
HORIZON LEAGUE:										
CLEVELAND STATE	95	94	90	86	82	82	82	84	84	82
DETROIT	91	90	90	82	80	81	80	88	92	91
GREEN BAY	92	93	94	96	92	90	91	91	94	95
IUPUI	90	89	86							
MILWAUKEE	84	78	74	71	74	76	77	80	82	80
NORTHERN KENTUCKY	78	77	72	76						
OAKLAND	87	84	82	80	80	80	81			
UIC	88	84	83	82	82	83	82	84	81	82
WRIGHT STATE	87	84	87	88	79	79	75	74	81	82
YOUNGSTOWN STATE	81	80	79	79	78	76	74	70	69	72
HORIZON LEAGUE AVERAGE	87	85	84	82	81	81	80	82	83	83
<i>NCAA DIVISION I</i>	<i>88</i>	<i>87</i>	<i>86</i>	<i>84</i>	<i>83</i>	<i>82</i>	<i>81</i>	<i>80</i>	<i>80</i>	<i>79</i>
MISSOURI VALLEY FOOTBALL:										
ILLINOIS STATE	90	88	88	88	87	87	84	85	85	85
INDIANA STATE	84	82	81	74	70	60	62	66	72	80
MISSOURI STATE	83	83	82	81	81	82	82	80	78	75
NORTH DAKOTA STATE	85	85	85	84	80	82	82	81	84	83
NORTHERN IOWA	87	85	82	80	80	82	84	83	81	75
SOUTH DAKOTA	88	89	86	79	76	74	73	75	79	78
SOUTH DAKOTA STATE	86	85	83	82	83	81	83	83	80	84
SOUTHERN ILLINOIS	90	86	83	81	78	80	79	80	79	79
WESTERN ILLINOIS	86	86	84	79	78	77	76	78	77	77
YOUNGSTOWN STATE	81	80	79	79	78	76	74	70	69	72
MISSOURI VALLEY AVERAGE	86	85	83	81	79	78	78	78	78	79
<i>NCAA DIVISION I</i>	<i>88</i>	<i>87</i>	<i>86</i>	<i>84</i>	<i>83</i>	<i>82</i>	<i>81</i>	<i>80</i>	<i>80</i>	<i>79</i>
<i>FCS</i>	<i>87</i>	<i>76</i>	<i>74</i>	<i>73</i>	<i>71</i>	<i>72</i>	<i>68</i>	<i>80</i>	<i>80</i>	<i>76</i>

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 account 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.

**YOUNGSTOWN STATE UNIVERSITY
INTERCOLLEGIATE ATHLETICS
SPORT BY SPORT
ACADEMIC PROGRESS RATE (APR)**

	NCAA AVERAGE	2018-19				2017-18				2016-17				2015-16			
		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	POINTS EARNED	TOTAL POSSIBLE	ANNUAL APR	MULTI-YEAR APR
BASEBALL	973	100	103	971	977	106	108	981	988	77	81	951	976	103	103	1000	980
MEN'S BASKETBALL	966	48	48	1000	958	42	47	894	947	45	47	957	963	46	47	979	975
MEN'S CROSS COUNTRY	979	44	44	1000	970	39	40	975	970	36	40	900	968	40	40	1000	979
FOOTBALL	957	325	345	942	956	318	326	975	945	305	315	968	938	307	327	939	937
MEN'S GOLF	984	34	34	1000	979	33	32	1031	979	30	34	882	972	40	40	1000	1000
MEN'S TENNIS	981	31	32	969	939	29	31	935	946	25	27	926	939	23	25	920	963
MEN'S TRACK	971	143	150	953	953	130	132	985	961	116	127	913	950	113	118	958	943
WOMEN'S BASKETBALL	980	55	55	1000	990	53	54	981	990	54	55	982	985	46	46	1000	981
BOWLING	974	24	24	1000	971	24	24	1000	957	20	22	909	909				
WOMEN'S CROSS COUNTRY	988	48	48	1000	987	33	34	971	985	32	32	1000	980	38	39	974	974
WOMEN'S GOLF	990	31	32	969	976	25	27	926	984	33	33	1000	993	32	32	1000	993
SOCCER	986	87	91	956	957	84	86	977	961	101	108	935	962	108	112	964	976
SOFTBALL	983	72	72	1000	993	72	72	1000	993	78	79	987	983	67	68	985	976
SWIMMING	991	90	91	989	991	77	78	987	991	93	94	989	994	80	80	1000	1000
WOMEN'S TENNIS	988	28	29	966	973	30	30	1000	981	24	26	923	980	27	27	1000	990
WOMEN'S TRACK	982	176	180	978	965	161	164	982	964	135	140	964	960	138	148	932	949
VOLLEYBALL	987	50	49	1020	970	46	50	920	965	46	48	958	980	51	52	981	985
INSTITUTIONAL APR	980			983	971			972	971			950	967			977	975

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.

YOUNGSTOWN STATE UNIVERSITY
INTERCOLLEGIATE ATHLETICS
AVERAGE CUMULATIVE GPA'S BY TERM
FIVE YEAR HISTORY

SPORT	THREE YEAR AVERAGE	2018-19		2017-18		2016-17		2015-16		2014-15	
		SPRING 2019	FALL 2018	SPRING 2018	FALL 2017	SPRING 2017	FALL 2016	SPRING 2016	FALL 2015	SPRING 2015	FALL 2014
BASEBALL	3.19	3.23	3.23	3.22	3.32	3.08	3.08	3.09	3.07	3.06	3.03
MEN'S BASKETBALL	3.10	3.89	2.78	2.89	2.89	3.04	3.10	2.95	2.88	2.80	2.78
WOMEN'S BASKETBALL	3.66	3.74	3.75	3.66	3.65	3.55	3.58	3.52	3.51	3.39	3.40
MEN'S CROSS COUNTRY	3.12	3.23	3.16	3.12	3.18	3.02	3.02	3.19	3.19	3.12	3.08
WOMEN'S CROSS COUNTRY	3.27	3.38	3.36	3.20	3.15	3.25	3.25	3.34	3.30	3.29	3.33
FOOTBALL	2.77	2.81	2.84	2.80	2.71	2.68	2.75	2.68	2.69	2.75	2.72
MEN'S GOLF	3.49	3.52	3.52	3.55	3.61	3.37	3.39	3.41	3.41	3.37	3.35
WOMEN'S GOLF	3.57	3.43	3.42	3.65	3.67	3.62	3.60	3.59	3.57	3.62	3.65
SOCCER	3.44	3.48	3.55	3.51	3.37	3.41	3.34	3.38	3.38	3.41	3.42
SOFTBALL	3.21	3.11	3.14	3.24	3.27	3.22	3.25	3.33	3.34	3.32	3.32
SWIMMING	3.40	3.31	3.29	3.42	3.41	3.47	3.47	3.47	3.47	3.35	3.25
MEN'S TENNIS	3.25	3.36	3.30	3.18	3.14	3.24	3.30	3.24	3.25	3.60	3.64
WOMEN'S TENNIS	3.46	3.55	3.53	3.39	3.39	3.47	3.44	3.55	3.60	3.70	3.75
MEN'S TRACK	3.06	3.13	3.14	3.04	3.05	3.02	2.97	2.98	2.95	2.95	2.99
WOMEN'S TRACK	3.28	3.36	3.37	3.26	3.20	3.26	3.25	3.20	3.11	3.15	3.15
VOLLEYBALL	3.49	3.64	3.62	3.47	3.40	3.39	3.43	3.41	3.36	3.29	3.27
BOWLING	3.23	3.19	3.14	3.23	3.31	3.30	3.22				
ALL STUDENT-ATHLETE'S	3.15	3.19	3.17	3.17	3.11	3.12	3.12	3.11	3.08	3.10	3.07
MEN'S TEAMS AVERAGE	3.14	3.31	3.14	3.11	3.13	3.06	3.09	3.08	3.06	3.09	3.08
WOMEN'S TEAMS AVERAGE	3.42	3.44	3.45	3.42	3.39	3.40	3.40	3.42	3.40	3.39	3.39
TOTAL TEAM AVERAGE	3.50	3.59	3.51	3.49	3.48	3.46	3.47	3.27	3.26	3.26	3.26
NUMBER OF TEAMS ABOVE 3.0	15.33	16	15	15	15	16	15	13	13	13	13
NOTE: 17 TOTAL PROGRAMS											
NUMBER OF S/A'S WITH:											
SEMESTER GPA OF 4.00		50	52	50	44	47	46	36	37	45	51
SEMESTER GPA ABOVE 3.00		246	276	235	256	219	231	223	232	206	208
% SEMESTER GPA ABOVE 3.00		62%	67%	62%	62%	58%	58%	62%	62%	63%	61%
CUMULATIVE GPA ABOVE 3.00		255	276	238	258	224	239	217	225	183	194
% CUMULATIVE GPA ABOVE 3.00		65%	67%	63%	63%	60%	60%	60%	61%	56%	57%

**YOUNGSTOWN STATE UNIVERSITY
INTERCOLLEGIATE ATHLETICS
FIVE YEAR HISTORY OF ACADEMIC MAJORS**

<u>MAJOR</u>	<u>COLLEGE</u>	<u>AS OF FALL SEMESTER</u>				
		<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Accounting	Business Administration	8	12	7	11	4
Advertising and PR	Business Administration			1	1	
Allied Health	Health and Human Services					1
Anthropology	CLASS	1	1			
Art Education	Education			1	3	2
Art Studio	Creative Arts and Communication	2	3	3	6	4
Athletic Training	Health and Human Services	1				
Biology	STEM	21	22	22	20	15
BS MD	STEM					
Business	Business Administration	50	37	22	26	19
Chemical Engineering	STEM	3	1	4	4	3
Chemistry	STEM	2	2	4	3	2
Civil and Construct Eng	STEM	1	2	4	2	2
Civil Engineering	STEM	3	1	1	3	2
Clinical Laboratory Sci	Health and Human Services					
Communication Studies	Creative Arts and Communication	18	13	16	17	16
Computer Information Systems	STEM					1
Computer Science	STEM	1	1	1	2	2
Coordinated Program Dietetics	Health and Human Services		3	2	1	4
Counseling	Education	1	1		1	
Criminal Justice	Health and Human Services	30	23	19	30	31
Dental Hygiene	Health and Human Services	5	4	2	1	
Dietics	Health and Human Services	2				
Early Childhood Education	Education	1		4	4	4
Economics	CLASS	3	2	1	5	6
Electric Utili Tech	STEM	1				
Electrical Engineering	STEM	3	2		1	
Engineering	STEM	18	16	9	7	18
English	CLASS				2	
Environmental Studies	STEM	4	3	7	3	3
Exercise Science	Health and Human Services	46	56	59	46	44
Family and Consumer Studies	Health and Human Services					
Finance	Business Administration	8	11	10	3	3
Food and Nutrition	Health and Human Services					
Forensic Science	Health and Human Services	2	5	4	2	2
General Administration	Business Administration		2	8		
General Studies	CLASS	30	49	48	37	40
Geography	CLASS			1	4	2
Geology	CLASS				1	1
Health and Human Services	Health and Human Services	1	1			
Health Education	Education					1
History	CLASS	1	1	1	1	
Hospitality Management	Health and Human Services	2				
Human Resource Management	Business Administration		2	2	2	1
Individual Curriculum Prog	CLASS	1				
Industrial and Systems Engr	STEM		1	3	5	3
Info & Supply Chain Management	Business Administration				1	

YOUNGSTOWN STATE UNIVERSITY
INTERCOLLEGIATE ATHLETICS
FIVE YEAR HISTORY OF ACADEMIC MAJORS

MAJOR	COLLEGE	AS OF FALL SEMESTER				
		2019	2018	2017	2016	2015
Information Technology	STEM					
Information Technology B	STEM	1	4	6	2	
Integrated Language Arts Educ	Education	2	2	3	3	1
Integrated Math Education	Education	1	1			
Integrated Sciences Education	Education	2	2	1		
Integrated Social Studies Educ	Education	1	1	3	2	2
intervention Specialist	Education	5	4			
Journalism	CLASS		1	2	2	
Law	CLASS	2	2	1		1
Life Sciences Education	Education					
Long Term Care Administration	CLASS				1	1
Management	Business Administration	6	8	18	26	13
Marketing	Business Administration	5	2	5	1	8
Marketing Management	Business Administration	6	5	9	6	4
Mathematics	STEM	2	2	1	2	1
Mechanical Engineering	STEM	5	7	6	14	11
Medical Lab Science	Health and Human Services		1	1	1	
Merch Fashion and Interior	Health and Human Services	3	1	2	1	2
Middle Childhood Education	Education	5	3	4	5	2
Music Education	Creative Arts and Communication				1	
Natural Science	STEM	6	5	5	4	6
Nursing	Health and Human Services	24	21	18	13	15
Philosophy	CLASS					
Physical Education	Education	2	3	3	5	3
Physical Sciences Education	Education				1	
Physical Therapy	Health and Human Services	1			1	
Physics	STEM	1	1	1	2	1
Political Science	CLASS	2	4	5	3	2
Prof Writing and Editing	CLASS					
Psychology	CLASS	12	11	9	11	16
Public Health	Health and Human Services	1		2	2	3
Religious Studies	CLASS					1
Respiratory Care	Health and Human Services					
Science Pre Education	Education					
Social Services	Health and Human Services					
Social Work	Health and Human Services	3	2	1	1	
Sociology	CLASS	1	1	3	3	3
Spanish	CLASS			1	1	
Special Education	Education	2	4	2	3	4
Technology	STEM	1	1		1	4
Telecommunications	Creative Arts and Communication	5	4	5	3	3
Undetermined	Undetermined	58	49	31	26	36
Total		435	429	414	402	379

YOUNGSTOWN STATE UNIVERSITY
 INTERCOLLEGIATE ATHLETICS
 FIVE YEAR HISTORY OF ACADEMIC MAJORS

<u>MAJOR</u>	<u>COLLEGE</u>	<u>AS OF FALL SEMESTER</u>				
		<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Business Administration		83	79	82	77	52
CLASS		53	72	72	71	73
Creative Arts and Communication		25	20	24	27	23
Education		22	21	21	27	19
Health and Human Services		121	117	110	99	102
STEM		73	71	74	75	74
Undetermined		58	49	31	26	36
Total		435	429	414	402	379

3356-1-XX Development and authorization of divisional policies and procedures.

Responsible Division/Office: Office of the President

Responsible Officer: President

Revision History:

Board Committee: University Affairs

Effective Date:

Next Review:

- (A) Policy statement. The board of trustees of Youngstown state university (university) empowers the president to adopt and implement divisional policies and procedures consistent with board policies and resolutions, and legal and academic requirements necessary to execute the plans and programs of the university in accordance with the university's strategic plan. These policies and procedures will ensure that the divisions are implementing the most efficient and effective organizational structures, processes, procedures, policies and utilization of university resources possible. The president delegates to the divisions of the university the responsibility and authority to develop divisional policies and procedures necessary to achieve these goals.
- (B) Purpose. To provide guidance for the divisions of the university to establish policies and procedures necessary to administer the university.
- (C) Definitions.
- (1) Divisional policy. An operational guideline established by a division of the university to assist in the implementation of the goals and objectives of the division. Divisional policies are secondary to university policies and resolutions approved by the board of trustees.
- (2) Divisional procedure. A set or system of clearly defined rules and practices that establish consistent and effective internal processes for administering a division of the university and the units therein. Divisional procedures implement University and/or divisional policies.

(D) Parameters.

- (1) Divisional policies and procedures do not require board of trustee approval; however, at the discretion of the president, or by request of the board of trustees, a divisional policy or procedure may be taken to the board of trustees for review and/or approval.
- (2) It is the responsibility of each division to develop, implement and revise policies and procedures necessary to effectively administer the division. The university president, or their designee, may also direct a divisional administrator to develop, implement and/or revise a divisional policy or procedure.
- (3) The input of senates, councils, and/or committees may be utilized by a division to develop, review or revise a policy or procedure.
- (4) When developing policies and procedures divisions will seek to optimize performance management, peer review, planning, budgeting, and financial management systems that align resources with strategic priorities.
- (5) The accuracy of a divisional policy or procedure is the responsibility of the individual accountable for the development or revision of the policy or procedure.
- (6) The policies and procedures of each division shall be made available on the division's university website. Divisional administrators will be responsible for determining whether a policy or procedure should be presented to the campus community via the university's email system or simply posting on the divisional website.
- (7) In the event of a conflict between a university policy or resolution and a divisional policy or procedure, the university policy or resolution shall take precedence. In this instance, the divisional policy or procedure shall be revised to comply with a university policy or resolution or, if appropriate, the university policy or resolution shall be submitted to the board of trustees for review and modification, after which the divisional policy or procedure may become effective.

(E) Procedures.

- (1) A new policy or procedure or a proposed revision or rescission of an existing policy or procedure, may be initiated by or at the direction of the divisional administrator, or by the department or unit responsible for the procedure.
- (2) During the review process, proposed revisions to an existing policy or procedure shall be clearly identified and contrasted with existing language.
- (3) When the scope of a policy or procedure extends beyond a division, a draft will be forwarded to the appropriate division(s) for review and input. Also, the input of senates, councils, or committees may be obtained.
- (4) A draft of a new or revised policy or procedure, or the rescission of an existing policy or procedure should be forwarded to the divisional vice presidents for timely review and feedback.
- (5) After all reviews have been completed, the appropriate divisional vice president, or his/her designee, shall insure that the policy or procedure is available on the appropriate divisional webpage and/or presented via e-mail.
- (7) Policies and procedures should be reviewed on a regular basis to insure relevance and applicability.
- (8) Policies and procedures which are no longer necessary shall be rescinded as soon as practically possible.

(F) Format. To be developed.



**BOARD OF TRUSTEES' RESOLUTION
TAKE CHARGE OF FUTURE FOR SUSTAINABILITY**

WHEREAS, the Youngstown State University Board of Trustees has participated in many aspects of Strategic Planning including a recent Board of Trustees Advance focused on items related to institutional distinction and Planning for Strategic Action, as well as three previous Resolutions (December 2018, March 2019, and June 2019) linked to said Strategic Action Planning, including an effectiveness and efficiency framework; and

WHEREAS, the ultimate objective of a Strategic Action Plan must focus on investing in academic excellence and student success, as noted in previous Resolutions and reiterated here in part, to:

- Support educational quality by providing support for teaching and learning to optimize the quality of instruction in all courses, with an emphasis on gateway courses and the adoption of technology to improve student success;
- Place a value on all scholarship, particularly linked to teaching and learning, and areas identified for research distinction; and
- Assure that the educational quality improvement strategy is integrated with the student experience and through applied scholarship that connects to the community in mutually beneficial ways;

And from the student success perspective, assure the development of:

- Robust relational, holistic, and, when necessary, intrusive advising services as well as data analytics to support student success, paying close attention to closing the achievement gap;
- Robust internships, career-related and relevant service-learning and experiential experiences, and on-going lifelong learning support that becomes a distinctive attribute of a YSU educational experience; and
- Technological capability, capacity, and competency to optimize student success and create a student-focused experience; and

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

WHEREAS, with a focused intentionality to improve services to support students persisting and completing degrees, the Office of Academic Affairs has proposed "Momentum Gainers" that includes implementing a redesigned degree-audit system, redesigning advising as well as the First-Year Experience for which the Board anticipates an update on options to be considered in December, 2019; the specific approaches to be put in place for Fall 2020 in March, 2020, and integrated into the FY-21 budget proposal, or preferably in a more compressed timeframe; and

WHEREAS, an academic program effectiveness and advancement process should have actionable steps and outcomes with the Board to be updated no later than the March 2020 Board meeting regarding the process, feedback loops, and critical steps that will be utilized; with preliminary recommendations or insights no later than the December 2020 Board meeting; and with well-considered recommended actions no later than the March and/or June 2021 Board meetings having engaged in consequential shared governance throughout the process; and

WHEREAS, the academic program effectiveness and advancement process should be predicated upon collaboratively developed clear and known principles, procedures, feedback loops and communication strategies that build on existing foundational strengths as well as a context for a clear and strong linkage between educational experience and employability.

NOW, THEREFORE, BE IT RESOLVED, this resolution, those before it and those yet to come, continue to focus our institutional energies to optimize student success as a student-focused campus, the basis upon which rests strong educational experiences that sustain the university because of the attractiveness and unique aspects of that educational experience.



Explanation of Modifications to *University Policy*:

3356-7-01 Conflicts of Interests & Conflicts of Commitment Policy

This policy has been modified to add language strengthening the language on full-time commitment. In addition, the language in section (E)(1) was clarified to expand the application of the Conflict of Interest Form beyond those employees who make purchasing decisions on behalf of YSU. Also, Section (G) was also clarified to expand the application of the policy and the Conflicts of Interest form to ALL employees, whether they make purchasing decisions or have family or business associates doing business with the university. The form was modified to incorporate these changes.



**RESOLUTION TO MODIFY
CONFLICTS OF INTERESTS AND
CONFLICTS OF COMMITMENT POLICY,
3356-7-01**

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 Conflicts of Interests and Conflicts of Commitment 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 Conflicts of Interests and Conflicts of Commitment, policy number 3356-7-01, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

3356-7-01 Conflicts of interest and conflicts of commitment.

Responsible Division/Office: ~~Human Resources~~ Controller's Office
Responsible Officer: Vice President for ~~Legal Affairs and Human Resources~~ Finance and Business Operations
Revision History: August 1997; December 2010; September 2012; March 2018; ~~December 2019~~
Board Committee: University Affairs
Effective Date: ~~March 15, 2018~~ **December 5, 2019**
Next Review: 2023~~4~~

- (A) Policy statement. All employees have a fundamental responsibility to act in the best interests of Youngstown state university (“university”) and are to avoid conflicts of interest and conflicts of commitment in the conduct of university business. As part of this responsibility, the university expects all employees to apply their time and effort appropriately and to avoid any situation which conflicts with or gives the appearance of conflict in objectivity or job performance.
- (B) Purpose. To educate university employees about conflicts of interest and conflicts of commitment and to provide guidance on addressing and managing such conflict.
- (C) Guidelines.
- (1) A conflict of interest typically exists when financial, professional, or other personal considerations directly or indirectly affect or benefit, or have the appearance of affecting or benefiting, an employee or the employee’s family or business associates. Employees are expected to avoid participating in decisions or actions on behalf of the university which may result in or appear to result in such benefit.
- (2) A conflict of commitment typically exists when an employee engages in outside activities, either paid or unpaid, that interferes with the performance of university job duties and responsibilities. Employees are expected to avoid any situation which compromises, or appears to compromise, their loyalty to the university and commitment to their university responsibilities.

Full-time faculty and administrative appointments should be regarded as full-time employment responsibilities to the university. All outside activities, whether for compensation or otherwise, must not be performed at the expense of the individual's primary responsibilities to the university.

- (3) State ethics laws.
 - (a) Section 102.03 of the Revised Code prohibits employees from soliciting or accepting or influencing one to give anything of value when it comes from a party who is interested in a pending matter or doing or seeking to do business with the university.
 - (b) Sections 2921.42 and 2921.43 of the Revised Code prohibit public employees from having an **unlawful** interest in a public contract **and from accepting payment from another entity for the performance of one's YSU duties**.
 - (i) ~~(e)~~—These statutes also prohibit a public employee's family and business associates from having an **unlawful** interest in a public contract.
 - (ii) The Revised Code provides certain exceptions to these prohibitions; however, all exceptions must be approved in advance through the office of contract compliance.
 - (~~dc~~) An employee must report **the-any potential** conflict on the "Conflict of Interest Certification Form." The following procedures are designed to ensure integrity in the conduct of university business.
- (D) Use of self-authored material in a course taught by the author/co-author. Educational materials authored by instructors can be valuable and unique course resources. However, in order to avoid even the appearance of a conflict of interest, no university employee is to receive private gain arising from the sale of textbooks or other materials used in a Youngstown state university course in which the employee is an instructor. Therefore, an employee/instructor, including full and part-time faculty, who wishes to use self-authored materials must:

- (1) Waive royalties or other type of personal gain, or
 - (2) Designate the university or a recognized professional organization or honorary to receive such royalties or gain. This option must ensure that there will be no potential for future personal gain by the employee.
 - (3) Both of these options require an instructor to submit documentation of adherence to the above requirements to the appropriate dean and the provost/vice president for academic affairs. Written approval must be received from the appropriate dean and the provost/vice president of academic affairs prior to the use of self-authored materials. The written request and approval must identify the instructor, the course(s), the educational materials, the options being utilized, and will be retained by the appropriate dean.
 - (4) Employee/instructors are prohibited from bypassing these requirements through arrangements between or among fellow employees/instructors for the use of each other's self-authored materials for private gain.
- (E) Annual reporting requirements.
- (1) All employees:
 - (a) ~~a~~Authorized to sign for expenditures; ~~or~~
 - (b) ~~i~~Involvement in making ~~or influencing~~ purchasing decisions on behalf of the university; ~~or~~
 - (c) Whose family or business associates or oneself is doing business with the university;
 - (d) ~~a~~Are required to complete a "Conflict of Interest Certification Form" annually.
 - (2) The employee shall submit the completed form to their immediate supervisor for review and each reviewer shall forward to the next level. This process continues until the form is reviewed and signed

by the appropriate vice president/provost.

- (3) The contract compliance officer and the controller will review these forms and make any determinations necessary. The forms are retained in the office of contract compliance and will be shared with other offices as appropriate.
 - (34) Employees are under a continuing obligation to update information on the form as circumstances change.
- (F) Use of university resources. University resources are to be used only in the interest of the university. Employees may not use university resources, facilities, personnel, equipment or confidential information as part of their outside consulting activities or for any other non-university purpose (see policy 3356-4-19 Use of university equipment).
- (G) Additional disclosure requirements. Any employee, whether or not they meet the criteria of (E) (1) (a)-(c), must also complete the Conflict of Interest Certification Form in order to make the following disclosures.
- (1) Employees are also required, annually or as soon as possible, to disclose to their department head any of the following:
 - (a) Any employment at the university in addition to primary employment (i.e., part-time teaching position, etc.).
 - (b) Outside employment that may interfere or conflict with the primary employment of the university.
 - (c) Other interests or activities that require commitments of time that may interfere with meeting university obligations.
 - (d) Use of supplies, equipment, or university resources for non-university purposes.
 - (e) Receipt of gifts or entertainment of more than nominal value from suppliers of goods or services.
 - (f) Receipt of gifts or entertainment of more than nominal value from persons associated or seeking association with the university.

~~(g) — Use of confidential or privileged information acquired in the course of employment at the university for non-university purposes.~~

- (2) The appropriate department head will review the disclosed information to determine whether a conflict of interest or commitment, the appearance of a conflict, or the potential for a conflict exists. If the department head is uncertain as to whether a specific situation constitutes a conflict of interest, they will consult with their supervisor.
 - (3) If it is determined that a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest, does exist, the department head and employee will together develop a written statement of action to protect the university by managing, reducing, or eliminating the conflict situation. If the statement is mutually agreed upon, a copy will be submitted to the next highest level of authority for approval.
 - (4) If the department head and employee cannot mutually agree upon a statement of action, or if the statement of action is not approved by the next highest level of authority, the situation will be referred to the appropriate dean/executive director or vice president for final determination.
 - (5) An employee unsure of the applicability of this policy should consult with the office of the controller or the office of contract compliance.
- (H) Policy violations. Violations of this policy, including failure to disclose required information or the knowing submission of an incomplete, erroneous, or misleading “Conflict of Interest Certification Form” may result in discipline up to and including termination in accordance with applicable disciplinary policies and collective bargaining agreements.

3356-7-01 Conflicts of interest and conflicts of commitment.

Responsible Division/Office: Controller's Office
Responsible Officer: Vice President for
Finance and Business Operations
Revision History: August 1997; December 2010; September 2012;
March 2018; December 2019
Board Committee: University Affairs
Effective Date: December 5, 2019
Next Review: 2024

- (A) Policy statement. All employees have a fundamental responsibility to act in the best interests of Youngstown state university ("university") and are to avoid conflicts of interest and conflicts of commitment in the conduct of university business. As part of this responsibility, the university expects all employees to apply their time and effort appropriately and to avoid any situation which conflicts with or gives the appearance of conflict in objectivity or job performance.
- (B) Purpose. To educate university employees about conflicts of interest and conflicts of commitment and to provide guidance on addressing and managing such conflict.
- (C) Guidelines.
- (1) A conflict of interest typically exists when financial, professional, or other personal considerations directly or indirectly affect or benefit, or have the appearance of affecting or benefiting, an employee or the employee's family or business associates. Employees are expected to avoid participating in decisions or actions on behalf of the university which may result in or appear to result in such benefit.
 - (2) A conflict of commitment typically exists when an employee engages in outside activities, either paid or unpaid, that interfere with the performance of university job duties and responsibilities. Employees are expected to avoid any situation which compromises, or appears to compromise, their loyalty to the university and commitment to their university responsibilities.

Full-time faculty and administrative appointments should be regarded as full-time employment responsibilities to the university. All outside activities, whether for compensation or otherwise, must not be performed at the expense of the individual's primary responsibilities to the university.

- (3) State ethics laws.
 - (a) Section 102.03 of the Revised Code prohibits employees from soliciting or accepting or influencing one to give anything of value when it comes from a party who is interested in a pending matter or doing or seeking to do business with the university.
 - (b) Sections 2921.42 and 2921.43 of the Revised Code prohibit public employees from having an unlawful interest in a public contract and from accepting payment from another entity for the performance of one's YSU duties.
 - (i) These statutes also prohibit a public employee's family and business associates from having an unlawful interest in a public contract.
 - (ii) The Revised Code provides certain exceptions to these prohibitions; however, all exceptions must be approved in advance through the office of contract compliance.
 - (c) An employee must report any potential conflict on the "Conflict of Interest Certification Form." The following procedures are designed to ensure integrity in the conduct of university business.
- (D) Use of self-authored material in a course taught by the author/co-author. Educational materials authored by instructors can be valuable and unique course resources. However, in order to avoid even the appearance of a conflict of interest, no university employee is to receive private gain arising from the sale of textbooks or other materials used in a Youngstown state university course in which the employee is an instructor. Therefore, an employee/instructor, including full and part-time faculty, who wishes to

use self-authored materials must:

- (1) Waive royalties or other type of personal gain, or
 - (2) Designate the university or a recognized professional organization or honorary to receive such royalties or gain. This option must ensure that there will be no potential for future personal gain by the employee.
 - (3) Both of these options require an instructor to submit documentation of adherence to the above requirements to the appropriate dean and the provost/vice president for academic affairs. Written approval must be received from the appropriate dean and the provost/vice president of academic affairs prior to the use of self-authored materials. The written request and approval must identify the instructor, the course(s), the educational materials, the options being utilized, and will be retained by the appropriate dean.
 - (4) Employee/instructors are prohibited from bypassing these requirements through arrangements between or among fellow employees/instructors for the use of each other's self-authored materials for private gain.
- (E) Annual reporting requirements.
- (1) All employees:
 - (a) Authorized to sign for expenditures;
 - (b) Involved in making or influencing purchasing decisions on behalf of the university; or
 - (c) Whose family or business associates or oneself is doing business with the university;
 - (d) Are required to complete a "Conflict of Interest Certification Form" annually.
 - (2) The employee shall submit the completed form to their immediate supervisor for review and each review shall forward to the next

level. This process continues until the form is reviewed and signed by the appropriate vice president/provost.

- (3) The contract compliance officer and the controller will review these forms and make any determinations necessary. The forms are retained in the office of contract compliance and will be shared with other offices as appropriate
 - (4) Employees are under a continuing obligation to update information on the form as circumstances change.
- (F) Use of university resources. University resources are to be used only in the interest of the university. Employees may not use university resources, facilities, personnel, equipment or confidential information as part of their outside consulting activities or for any other non-university purpose (see policy 3356-4-19 Use of university equipment).
- (G) Additional disclosure requirements. Any employee, whether or not they meet the criteria of (E) (1) (a)-(c), must also complete the Conflict of Interest Certification Form in order to make the following disclosures.
- (1) Employees are also required, annually or as soon as possible, to disclose to their department head any of the following:
 - (a) Any employment at the university in addition to primary employment (i.e., part-time teaching position, etc.).
 - (b) Outside employment that may interfere or conflict with the primary employment of the university.
 - (c) Other interests or activities that require commitments of time that may interfere with meeting university obligations.
 - (d) Use of supplies, equipment, or university resources for non-university purposes.
 - (e) Receipt of gifts or entertainment of more than nominal value from suppliers of goods or services.
 - (f) Receipt of gifts or entertainment of more than nominal value from persons associated or seeking association with

the university.

- (2) The appropriate department head will review the disclosed information to determine whether a conflict of interest or commitment, the appearance of a conflict, or the potential for a conflict exists. If the department head is uncertain as to whether a specific situation constitutes a conflict of interest, they will consult with their supervisor.
 - (3) If it is determined that a conflict of interest, the appearance of a conflict of interest, or the potential for a conflict of interest, does exist, the department head and employee will together develop a written statement of action to protect the university by managing, reducing, or eliminating the conflict situation. If the statement is mutually agreed upon, a copy will be submitted to the next highest level of authority for approval.
 - (4) If the department head and employee cannot mutually agree upon a statement of action, or if the statement of action is not approved by the next highest level of authority, the situation will be referred to the appropriate dean/executive director or vice president for final determination.
 - (5) An employee unsure of the applicability of this policy should consult with the office of the controller or the office of contract compliance.
- (H) Policy violations. Violations of this policy, including failure to disclose required information or the knowing submission of an incomplete, erroneous, or misleading "Conflict of Interest Certification Form" may result in discipline up to and including termination in accordance with applicable disciplinary policies and collective bargaining agreements.



Explanation of Modifications to *University Policy*:

3356-7-18 Outside Consulting Services - Faculty Policy

This policy has been modified to clarify the applicability of the ethics laws as it relates to faculty. The scope has been clarified to apply only to full time faculty whose primary position does not involve any administrative or supervisory functions. In other words, faculty performing teaching and educational duties exclusively. These faculty are not prohibited, as are other public employees, from accepting a thing of value from a party that is doing business or seeking to do business with the university. Therefore, these faculty are permitted to do outside consulting with entities that are also doing business with the university. However, faculty are still prohibited from influencing the university to do business with their family, business associates or their own business. Also, outside consulting must still not interfere with the faculty members' commitment to the university.

The procedures were also modified to require that all faculty complete the outside consulting form annually and that the Office of Human Resources will return the completed form to all signatories and to the Office of Research to assist with conflicts checks there. The Outside Consulting/Employment Disclosure Form has been modified to reflect these changes.

**Board of Trustees Meeting
December 5, 2019
YR 2020-**



**RESOLUTION TO MODIFY AND RETITLE
OUTSIDE CONSULTING SERVICES - FACULTY POLICY,
3356-7-18**

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 Outside Consulting Services - Faculty 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, and has been updated and modified to more clearly reflect the university's administrative oversight of intercollegiate athletics.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy governing Outside Consulting Services - Faculty, policy number 3356-7-18, to be retitled as Outside Consulting Services/Employment - Faculty, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

3356-7-18 Outside consulting services/**employment** — faculty.

~~Previous Policy Number: 7004.01~~

Responsible Division/Office: ~~Legal Affairs~~~~Finance and Administration~~/Human Resources;
Academic Affairs

Responsible Officer: Vice President for ~~Finance and Administration~~Legal Affairs and
Human Resources; Vice President for Academic Affairs/Provost

Revision History: April 1999; December 2013; December 2019

Board Committee: University Affairs

Effective Date: ~~December 18, 2013~~, 2019

Next Review: ~~2018~~24

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- (A) Policy statement. The university supports faculty participation in activities in the government, industry, and other private institutions that generally serve the academic interest of the university. Students, the university, and the state of Ohio generally benefit from experiences faculty bring to the classroom and the recognition that such experiences bring to the faculty and university. Therefore, faculty may provide professional consulting services to entities or individuals outside the university and receive compensation for such services as long as the services do not create a conflict of commitment with the performance of their university duties, **compete with the interests and work of the University**, ~~conflict with applicable university policy~~, or violate any **university policy** or state or federal statute or applicable research or grant-funding guidelines.
- (B) Purpose. The purpose of this policy is to establish guidelines under which faculty may engage in outside paid consulting services and the reporting requirements which arise when faculty engage in such services outside of their university duties and in their areas of general professional expertise. This policy does not apply to external professional activities that are expected of faculty in their professional roles, such as work on peer review panels and advisory bodies for other universities or publishers.
- (C) Scope. This policy applies to all full-time faculty who perform the duties of an educator, instructor or professor and whose primary position does not involve the performance of, or authority to perform administrative or supervisory functions. This policy does not apply to employees covered by 3356-7-34 Outside consulting services/employment-full-time university employees.
- (D) Definition. In general, “consulting” is defined as professional activity related to the person’s field or discipline, where a fee-for-service or equivalent relationship with a third party exists.
- (E) ~~Procedures~~Parameters.

- (1) ~~This policy does not apply to professional/administrative staff, including deans and chairs.~~ Faculty providing consulting services should also refer to rules 3356-7-01 Conflicts of interest and conflicts of commitment, 3356-5-12 Licensing of university names and marks and 3356-4-19 Use of university equipment of the Administrative Code.
- (2) The prohibitions contained in Ohio's ethics laws in sections 102.03(D) and (E) of the Revised Code, do not apply to faculty who are educators and whose position does not involve administrative or supervisory functions.
 - (a) Section 102.03(D) and (E) prohibit public employees from soliciting, accepting, or using their position to secure anything of value if the thing of value is of such a character as to have a substantial and improper influence upon the employee with respect to their duties. These specific sections do not apply to the faculty.
 - (b) However, sections 102.04 and 2921.43 of the Revised Code prohibit all faculty, regardless of whether they perform administrative or supervisory duties, from receiving payment from a third party for the performance of their official duties.
 - (c) Also, section 2921.42 of the Revised Code prohibits all faculty from having an unlawful interest in a public contract i.e., authorizing or influencing the university to enter into a contract that benefits the employee, family or business associates or simply benefitting from a contract with the University unless the exceptions in section 2921.42(C) of the Revised Code are met.
- (23) Generally, the proportion of a faculty member's professional effort devoted to consulting should not exceed one business day per week. Acceptance of a faculty appointment at the university requires that the faculty member make a commitment to the university consistent with the faculty appointment and academic rank. Outside consulting should not conflict with the overriding commitment made to the university. Outside activities that should not interfere with the faculty members' commitment to the university include, but are not limited to, other public or private employment, consulting, teaching, research or memberships on corporate boards.
- (3) ~~Prior to the commencement of any consulting activity, faculty must fully complete and receive approval of an outside consulting form. In order to insure that a consulting arrangement is in compliance with this policy, the form must be completed on an annual basis for each new and ongoing consulting arrangement and shall be submitted for approval/disapproval to the department chair and college dean prior to the commencement of any consulting activity. The form shall be retained in the office of human resources.~~

- (4) University facilities, supplies, equipment, and resources, including letterhead (collectively referred to as “resources”) may not be utilized when providing consulting services without appropriate compensation and prior written approval of the vice president for finance and administration and the provost. Faculty shall not use the university name or the fact that they are affiliated with the university in a manner that suggests that the university approves the product or service that is the subject of the consulting or that would suggest university involvement or approval of the consulting activity, purpose or findings.
- (5) Under Ohio law, the university owns any intellectual property that results from research or investigation conducted by employees within the scope of their employment or with funding, equipment, or infrastructure provided by or through the university. Approval for the use of university resources does not negate the university’s rights to and interest in discoveries, inventions, or patents pursuant to Ohio law.
- (6) Consulting services may not be offered for activities provided by the university as part of its ~~usual~~ operations, unless otherwise approved in consultation with the provost. Faculty may not enter into consulting arrangements that compete with the interests and work of the university.

(F) Procedures.

- (1) Faculty shall annually complete the outside consulting/employment disclosure form. The completed form shall be submitted for approval/disapproval at least thirty days prior to the commencement of any consulting activity.
- (2) The faculty shall submit the form to the chair for review and approval/disapproval. The request will be forwarded to the dean and then to the provost/designee for review and approval/disapproval. Final approval is within the discretion of the provost/designee.
- (3) The completed form will be forwarded to the office of human resources. The office of human resources will forward a copy of the completed form to the signatories.
- (4) The office of human resources will also provide copies of the form to the office of research in order to assist with conflicts checks in that office. Otherwise, the office of human resources will maintain the forms and information, in accordance with university retention schedules.
- (5) The form must be completed on an annual basis for each new and ongoing consulting arrangement. Faculty are under a continuing duty to update the form when circumstances change.

(G) Policy Violations. ~~(7)~~

- (1) Faculty are responsible for any damages or claims for damages which may arise in connection with their outside consulting activities. The limited immunity conferred by section 9.86 of the Revised Code does not apply to consulting activities.
- (2) Failure to adhere to this policy, including but not limited to failure to properly report outside consulting services/ employment, may result in corrective action/discipline up to and including termination.
- ~~(8) Faculty providing consulting services should also refer to rules 3356-7-01 and of the Administrative Code.~~

3356-7-18 Outside consulting services/employment – faculty.

Responsible Division/Office: Legal Affairs/Human Resources; Academic Affairs
Responsible Officer: Vice President for Legal Affairs and Human Resources;
Vice President for Academic Affairs/Provost
Revision History: April 1999; December 2013; December 2019
Board Committee: University Affairs
Effective Date: December 5, 2019
Next Review: 2024

- (A) **Policy statement.** The university supports faculty participation in activities in the government, industry, and other private institutions that generally serve the academic interest of the university. Students, the university, and the state of Ohio generally benefit from experiences faculty bring to the classroom and the recognition that such experiences bring to the faculty and university. Therefore, faculty may provide professional consulting services to entities or individuals outside the university and receive compensation for such services as long as the services do not create a conflict of commitment with the performance of their university duties, compete with the interests and work of the University, or violate any university policy or state or federal statute or applicable research or grant-funding guidelines.
- (B) **Purpose.** The purpose of this policy is to establish guidelines under which faculty may engage in outside paid consulting services and the reporting requirements which arise when faculty engage in such services outside of their university duties and in their areas of general professional expertise. This policy does not apply to external professional activities that are expected of faculty in their professional roles, such as work on peer review panels and advisory bodies for other universities or publishers.
- (C) **Scope.** This policy applies to all full-time faculty who perform the duties of an educator, instructor or professor and whose primary position does not involve the performance of, or authority to perform administrative or supervisory functions. This policy does not apply to employees covered by 3356-7-34 Outside consulting services/employment-full-time university employees.
- (D) **Definition.** In general, “consulting” is defined as professional activity related to the person’s field or discipline, where a fee-for-service or equivalent relationship with a third party exists.
- (E) **Parameters.**
- (1) Faculty providing consulting services should also refer to rules 3356-7-01 Conflicts of interest and conflicts of commitment, 3356-5-12 Licensing of university names and marks and 3356-4-19 Use of university equipment of the Administrative Code.

- (2) The prohibitions contained in Ohio's ethics laws in sections 102.03(D) and (E) of the Revised Code, do not apply to faculty who are educators and whose position does not involve administrative or supervisory functions.
 - (a) Section 102.03(D) and (E) prohibit public employees from soliciting, accepting, or using their position to secure anything of value if the thing of value is of such a character as to have a substantial and improper influence upon the employee with respect to their duties. These specific sections do not apply to the faculty.
 - (b) However, sections 102.04 and 2921.43 of the Revised Code prohibit all faculty, regardless of whether they perform administrative or supervisory duties, from receiving payment from a third party for the performance of their official duties.
 - (c) Also, section 2921.42 of the Revised Code prohibits all faculty from having an unlawful interest in a public contract i.e., authorizing or influencing the university to enter into a contract that benefits the employee, family or business associates or simply benefitting from a contract with the University unless the exceptions in section 2921.42(C) of the Revised Code are met.
- (3) Generally, the proportion of a faculty member's professional effort devoted to consulting should not exceed one business day per week. Acceptance of a faculty appointment at the university requires that the faculty member make a commitment to the university consistent with the faculty appointment and academic rank. Outside consulting should not conflict with the overriding commitment made to the university. Outside activities that should not interfere with the faculty members' commitment to the university include, but are not limited to, other public or private employment, consulting, teaching, research or memberships on corporate boards.
- (4) University facilities, supplies, equipment, and resources, including letterhead (collectively referred to as "resources") may not be utilized when providing consulting services without appropriate compensation and prior written approval of the vice president for finance and administration and the provost. Faculty shall not use the university name or the fact that they are affiliated with the university in a manner that suggests that the university approves the product or service that is the subject of the consulting or that would suggest university involvement or approval of the consulting activity, purpose or findings.
- (5) Under Ohio law, the university owns any intellectual property that results from research or investigation conducted by employees within the scope of their employment or with funding, equipment, or infrastructure provided by or through the university. Approval for the use of university resources does not negate the

university's rights to and interest in discoveries, inventions, or patents pursuant to Ohio law.

- (6) Consulting services may not be offered for activities provided by the university as part of its operations, unless otherwise approved in consultation with the provost. Faculty may not enter into consulting arrangements that compete with the interests and work of the university.

(F) Procedures.

- (1) Faculty shall annually complete the outside consulting/employment disclosure form. The completed form shall be submitted for approval/disapproval at least thirty days prior to the commencement of any consulting activity.
- (2) The faculty shall submit the form to the chair for review and approval/disapproval. The request will be forwarded to the dean and then to the provost/designee for review and approval/disapproval. Final approval is within the discretion of the provost/designee.
- (3) The completed form will be forwarded to the office of human resources. The office of human resources will forward a copy of the completed form to the signatories.
- (4) The office of human resources will also provide copies of the form to the office of research in order to assist with conflicts checks in that office. Otherwise, the office of human resources will maintain the forms and information, in accordance with university retention schedules.
- (5) The form must be completed on an annual basis for each new and ongoing consulting arrangement. Faculty are under a continuing duty to update the form when circumstances change.

(G) Policy Violations.

- (1) Faculty are responsible for any damages or claims for damages which may arise in connection with their outside consulting activities. The limited immunity conferred by section 9.86 of the Revised Code does not apply to consulting activities.
- (2) Failure to adhere to this policy, including but not limited to failure to properly report outside consulting services/ employment, may result in corrective action/discipline up to and including termination.



Explanation of Modifications to *University Policy*:

**3356-7-34 Outside Consulting Services/Employment by Professional/Administrative Staff,
Including Deans and Chairpersons Policy**

This policy and its title has been clarified to apply to all full-time employees, except full-time faculty (without administrative or supervisory duties). All full-time employees are prohibited by Sections 102.03 (D) and (E) of the Ohio Revised Code from accepting a thing of value from an improper source, i.e., an entity doing or seeking to do business with the university. All full time employees are required to complete the Outside Consulting/Employment Form annually disclosing whether they plan to be engaged in outside consulting during the fiscal year. Outside consulting is permitted for this group unless it violates the ethics laws or creates a conflict of commitment to the university. The policy reminds employees that university resources are not to be used for outside consulting without appropriate compensation and approval. The Outside Consulting/Employment Form has been modified to reflect these changes.



**RESOLUTION TO MODIFY AND RETITLE
OUTSIDE CONSULTING SERVICES/EMPLOYMENT
BY PROFESSIONAL/ADMINISTRATIVE STAFF,
INCLUDING DEANS AND CHAIRPERSONS POLICY,
3356-7-34**

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 Outside Consulting Services/Employment by Professional/Administrative Staff, including Deans and Chairpersons 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, and has been updated and modified to more clearly reflect the university's administrative oversight of intercollegiate athletics.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy governing Outside Consulting Services/Employment by Professional/Administrative Staff, including Deans and Chairpersons, policy number 3356-7-34, to be retitled as Outside Consulting Services/Employment – Full-time University Employees, shown as Exhibit __ attached hereto. A copy of the policy indicating changes to be made is also attached.

3356-7-34 Outside consulting services/employment ~~by—professional/ administrative staff, including deans and chairpersons~~ full-time university employees.

Responsible Division/Office: Legal Affairs and Human Resources
Responsible Officer: VP for Legal Affairs and Human Resources
Revision History: April 1999; December 2013; September 2019;
December 2019
Board Committee: University Affairs
Effective Date: ~~September~~ December 5, 2019
Next Review: 2024

- (A) Policy statement. Youngstown state university (“university”) ~~staff~~employees are responsible for meeting the expectations and responsibilities of their positions with the university. At the same time, the university recognizes that employees, ~~staff~~, the university, and the community can benefit from ~~staff~~employee involvement in and support of outside organizations and industry. ~~Staff~~Employees may engage in outside consulting services/employment provided that the consulting services/employment does not: interfere with the performance of their university responsibilities, and/or job performance, - create a conflict of interest, or violate any university policy or state or federal ~~statute~~applicable laws.
- (B) Purpose. To establish guidelines which allow employees ~~staff~~ to engage in outside consulting/employment activities while continuing to fulfill their work responsibilities and commitment to the university.
- (C) Scope. This policy applies to all full-time university employees, i.e., professional/administrative staff, ~~including~~ deans and chairpersons, classified staff and all faculty with administrative/supervisory duties. ~~Professional/administrative staff covered by a collective bargaining agreement should also consult the applicable article(s) of the collective bargaining agreement.~~ This policy does not apply to faculty covered by 3356-7-18 Outside consulting/employment services-full-time faculty.
- (D) Definition. In general, “outside consulting services or employment” is defined as professional activity related to a person’s field or discipline, where a fee-for-service or equivalent relationship with a third party exists.

~~person agrees to use their professional capabilities to further the agenda of a third party based on a fee-for-service or equivalent relationship or in return for prospective gain.~~

(E) Parameters.

- (1) All ~~staff member~~employees of state-assisted universities subject to this policy are covered by Ohio's ethics laws in Chapters 102. (ethics) and 2921. (offenses against justice and public administration) of the Revised Code. ~~Professional/ administrative staff~~
- (2) Employees providing consulting services should also refer to the university policies and rules 3356-7-01, "Conflicts of interest and conflicts of commitment," 3356-5-12, "Licensing of university names and marks," and 3356-4-19, "Use of university equipment" of the Administrative Code.
- (23) Outside consulting services/employment is generally allowed unless it interferes with an ~~staff member's~~employee's university duties or presents a conflict of interest regarding these duties. A conflict of interest typically exists when financial, professional, or other personal considerations directly or indirectly affect or benefit, or have the appearance of affecting or benefiting, an employee or the employee's family or business associates. (See ~~university policy/rule-3356-7-01,~~"Conflicts of interest and conflicts of commitment" of the Administrative Code-).
- (34) Failure to adequately perform university responsibilities due to involvement in outside consulting/employment is considered neglect of duty and may result in corrective action up to and including termination, regardless of whether the activity has been reported or approved.
- (45) Any outside consulting services/employment should be performed outside of an ~~employee's-staff member's~~regular work schedule. When this is not possible, the ~~staff member-employee~~ may use accrued vacation or personal leave, provided such leave is approved in advance.
- (56) University facilities, supplies, equipment, and resources, including letterhead, the university name and logo (collectively referred to as "resources") may not be utilized when providing consulting services/employment without the prior written approval of the vice president for finance and business operations and the provost or

appropriate vice president and appropriate compensation for the use. Approval for the use of university resources does not negate the university's rights to and interest in discoveries, inventions, or patents pursuant to Ohio law.

- (67) An ~~employee~~ ~~staff member~~ may not use their affiliation with the university in a manner that suggests university approval of or involvement with the service/employment or any product, activity, purpose or findings of the service or work.

(F) Procedures.

- (1) All ~~professional/administrative~~ ~~full time employees~~ ~~staff members~~ engaged in outside consulting/employment shall annually complete the human resources ~~professional/administrative~~ ~~staff~~ outside consulting/-employment disclosure form. The completed form should be submitted to the ~~staff member's~~ ~~employee's~~ immediate supervisor at least thirty days prior to the time when consulting services are expected to begin.
- (2) If the supervisor supports the request, the request is forwarded to the next level. This process continues until the request (with endorsements) is received by the provost or appropriate vice president. Final approval is within the discretion of the appropriate vice president/provost.
- (3) The completed form shall be forwarded to the office of human resources where it is retained in accordance with university retention schedules.
- (4) Prior approval may be rescinded at any time if the outside consulting/employment interferes with an ~~employee's~~ ~~staff member's~~ university duties or presents a conflict of interest regarding these duties.
- (5) The office of human resources will forward a copy of the completed form, whether approved or disapproved, via university email to all signatories ~~the staff member~~. The office of human resources will also forward a copy to the office of research. Otherwise, the office of human resources will maintain the forms and information in accordance with university retention schedules.

- (6) All ~~professional/administrative staff members~~ employees are ~~under~~ under a continuing duty to update the form when circumstances change. ~~a continuing duty to:~~
- ~~———— (a) ———— Update a previously submitted request form when changes~~
~~———— occur to their outside consulting/employment.~~
 - ~~———— (b) ———— Submit a request form when they engage in previously~~
~~———— unreported outside consulting services/employment.~~
- (G) Policy violations. Failure to adhere to this policy, including but not limited to failure to properly report outside consulting services/employment, may result in corrective action/discipline up to and including termination.

3356-7-34 Outside consulting services/employment – full-time university employees.

Responsible Division/Office: Legal Affairs and Human Resources
Responsible Officer: VP for Legal Affairs and Human Resources
Revision History: April 1999; December 2013; September 2019;
December 2019
Board Committee: University Affairs
Effective Date: December 5, 2019
Next Review: 2024

- (A) Policy statement. Youngstown state university (“university”) employees are responsible for meeting the expectations and responsibilities of their positions with the university. At the same time, the university recognizes that employees, the university, and the community can benefit from employee involvement in and support of outside organizations and industry. Employees may engage in outside consulting services/employment provided that the consulting services/employment does not: interfere with the performance of their university responsibilities and/or job performance, create a conflict of interest, or violate any university policy or state or federal statute.
- (B) Purpose. To establish guidelines which allow employees to engage in outside consulting/employment activities while continuing to fulfill their work responsibilities and commitment to the university.
- (C) Scope. This policy applies to all full-time university employees, i.e., professional/administrative staff, deans and chairpersons, classified staff and all faculty with administrative/supervisory duties. This policy does not apply to faculty covered by 3356-7-18 Outside consulting/employment services-full-time faculty.
- (D) Definition. In general, “outside consulting services or employment” is defined as professional activity related to a person’s field or discipline, where a fee-for-service or equivalent relationship with a third party exists.
- (E) Parameters.
- (1) All employees subject to this policy are covered by Ohio’s ethics laws in Chapters 102. (ethics) and 2921. (offenses against justice and public administration) of the Revised Code.

- (2) Employees providing consulting services should also refer to the university policies and rules 3356-7-01, Conflicts of interest and conflicts of commitment, 3356-5-12, Licensing of university names and marks, and 3356-4-19, Use of university equipment of the Administrative Code.
 - (3) Outside consulting services/employment is generally allowed unless it interferes with an employee's university duties or presents a conflict of interest regarding these duties. A conflict of interest typically exists when financial, professional, or other personal considerations directly or indirectly affect or benefit, or have the appearance of affecting or benefiting, an employee or the employee's family or business associates. (See 3356-7-01 Conflicts of interest and conflicts of commitment of the Administrative Code).
 - (4) Failure to adequately perform university responsibilities due to involvement in outside consulting/employment is considered neglect of duty and may result in corrective action up to and including termination, regardless of whether the activity has been reported or approved.
 - (5) Any outside consulting services/employment should be performed outside of an employee's regular work schedule. When this is not possible, the employee must use accrued vacation or personal leave, provided such leave is approved in advance.
 - (6) University facilities, supplies, equipment, and resources, including letterhead, the university name and logo (collectively referred to as "resources") may not be utilized when providing consulting services/employment without the prior written approval of the vice president for finance and business operations and the provost or appropriate vice president and appropriate compensation for the use. Approval for the use of university resources does not negate the university's rights to and interest in discoveries, inventions, or patents pursuant to Ohio law.
 - (7) An employee may not use their affiliation with the university in a manner that suggests university approval of or involvement with the service/employment or any product, activity, purpose or findings of the service or work.
- (F) Procedures.

- (1) All full time employees engaged in outside consulting/employment shall annually complete the human resources outside consulting/employment disclosure form. The completed form should be submitted to the employee's immediate supervisor at least thirty days prior to the time when consulting services are expected to begin.
 - (2) If the supervisor supports the request, the request is forwarded to the next level. This process continues until the request (with endorsements) is received by the provost or appropriate vice president. Final approval is within the discretion of the appropriate vice president/provost.
 - (3) The completed form shall be forwarded to the office of human resources where it is retained in accordance with university retention schedules.
 - (4) Prior approval may be rescinded at any time if the outside consulting/employment interferes with an employee's university duties or presents a conflict of interest regarding these duties.
 - (5) The office of human resources will forward a copy of the completed form, whether approved or disapproved, via university email to all signatories. The office of human resources will also forward a copy to the office of research. Otherwise, the office of human resources will maintain the forms and information in accordance with university retention schedules.
 - (6) All employees are under a continuing duty to update the form when circumstances change.
- (G) Policy violations. Failure to adhere to this policy, including but not limited to failure to properly report outside consulting services/employment, may result in corrective action/discipline up to and including termination.



**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 5, 2019, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2019-2020 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
7/16/19 through 10/15/19

Appointments – 21

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

- Professional Administrative Staff – 3
- Faculty – 4

Replacement Positions – 14

- Professional Administrative Staff – 6
- Professional Administrative Excluded – 1
- Professional Administrative Externally Funded – 2
- Faculty – 5

Separations – 26

- Professional Administrative Staff – 7
- Professional Administrative Excluded – 8
- Professional Administrative Externally Funded – 1
- Faculty – 10

Reclassifications/Position Adjustments – 15

- Professional Administrative Staff – 2
- Professional Administrative Excluded – 12
- Faculty – 1

Promotions – 34

- Professional Administrative Externally Funded – 1
- Faculty – 33

Salary Adjustments – 8

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 1
- Faculty – 6

Transfers – 2

- Professional Administrative Staff – 2

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	SALARY
Davies, Kit Na*	APAS	Research Analyst	Institutional Research & Analytics	9/3/2019	1.00	\$ 52,000.00
Hanni, Michael*	APAS	Coordinator Student Conduct	Housing & Residence Life	9/3/2019	1.00	\$ 36,593.00
Meyerl, Aaron	APAS	Research Analyst	Institutional Research & Analytics	9/3/2019	1.00	\$ 58,000.00
Newman, Kelly	APAS	Coordinator Learning Resources	Nursing	8/16/2019	1.00	\$ 52,000.00
Pfingstl, Rebecca	APAS	Career & Academic Advisor 1	Career and Academic Advising	9/3/2019	1.00	\$ 34,000.00
Phillips, Desja	APAS	Academic Advisor 1	Dean - Health & Human Services	7/16/2019	0.50	\$ 16,169.00
Rager, Lexi	APAS	Coord Student Recruit & Engmnt	Honors College	8/1/2019	1.00	\$ 39,000.00
Reardon, Amanda	APAS	Coord Membership & Marketing	Andrews Student Recr & Wellness Ctr	7/16/2019	1.00	\$ 39,607.00
Wolfgang, Susan*	APAS	Coord Preclinical TESOL Placmnt	Student Field Experiences	9/3/2019	0.50	\$ 24,693.00
Orlando, Terri	Excluded	Academic Budget Officer	Provost VP - Academic Affairs	9/3/2019	1.00	\$ 66,000.00
Volpini-Hann, Stephanie	Externally Funded	Program Coordinator	Ctr for Human Services Dev	7/24/2019	1.00	\$ 46,800.00
Smith, Ashley	Externally Funded	School Nurse	Rich Center for Autism	9/16/2019	0.60	\$ 25,560.00
Class, Danielle	Faculty	Lecturer	Nursing	8/12/2019	1.00	\$ 46,125.00
Dillon, Gregory	Faculty	Professor	Mech Ind Manufacturing Engineering	8/12/2019	1.00	\$ 115,569.00
Falcone, Alyssa*	Faculty	Ives Visiting Professor	World Languages and Cultures	8/12/2019	1.00	\$ 60,000.00
Flinn, Barbara*	Faculty	Lecturer	English	8/12/2019	1.00	\$ 41,489.00
Heasley, Randi	Faculty	Lecturer	Nursing	8/12/2019	1.00	\$ 48,000.00
Huising, Cynthia	Faculty	Lecturer	Physics & Astronomy	8/12/2019	1.00	\$ 41,489.00
Ickert, Edmund*	Faculty	Assistant Professor	Physical Therapy	8/12/2019	1.00	\$ 73,000.00
Rosler, Brenda*	Faculty	Lecturer	Teacher Education	8/12/2019	1.00	\$ 41,489.00
Russell, Janelle	Faculty	Lecturer	Chemistry	8/12/2019	1.00	\$ 45,000.00
*New Positions						

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
SEPARATIONS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	FTE	SALARY
Bodnar, Joshua	APAS	Coord Student Develop Retention	Honors College	10/4/2019	1.00	\$ 46,359.00
Harrison, Cynthia	APAS	Assistant Reference Librarian	Maag Library	8/16/2019	1.00	\$ 48,839.96
Johnson, Ahjah	APAS	Program Coord Residence Life	Housing & Residence Life	8/14/2019	1.00	\$ 41,208.00
Kalasky, Marion	APAS	Learning Resource Coordinator	Nursing	9/30/2019	1.00	\$ 51,479.80
Kennedy, Alexandra	APAS	Asst Director, First Year Student	First Year Student Services	10/1/2019	1.00	\$ 49,449.60
Krauss, Ronald	APAS	Broadcast Engineer	WYSU - FM	10/1/2019	1.00	\$ 62,654.20
Mark-Sracic, Susan	APAS	Asst Dir Supplemental Instruction	Center for Student Progress	8/9/2019	1.00	\$ 46,298.22
Dillon, Gregory	Excluded	Interim AVP Research	Mech Ind & Manufacturing Engineering	7/21/2019	1.00	\$ 163,200.00
Floyd, Arlene	Excluded	Director Coll Tech Prep Spec Projects	College Access and Transition	8/31/2019	1.00	\$ 74,889.32
Mach, Emily	Excluded	Manager Scholarships Spec Programs	Financial Aid and Scholarships	9/6/2019	1.00	\$ 50,875.56
Tanner, Ian	Excluded	Associate Director Residence Life	Housing & Residence Life	10/11/2019	1.00	\$ 50,371.63
Ziobert, Randall	Excluded	Manager Tech Maintenance Services	Computer Science & Info Systems	8/30/2019	1.00	\$ 76,255.00
Sahli, Daniel	Excluded	Director	Envir Occupational Health & Safety	7/31/2019	1.00	\$ 95,652.80
Kuboff, Andrew	Excluded	Temporary Coordinator	College Access and Transition	8/12/2019	1.00	\$ 38,886.48
Stauffer, Leah	Excluded	Temporary Coordinator	International Programs Office	9/30/2019	1.00	\$ 36,569.00
Davis-Bloom, Breannah	Externally Funded	Instruction Specialist	Rich Center for Autism	8/31/2019	1.00	\$ 23,123.40
Aspiranti, Kathleen	Faculty	Assistant Professor	Counseling, School Psych & Ed Leadership	8/11/2019	1.00	\$ 69,316.65
Curtin, Larry	Faculty	Associate Professor	Chemistry	8/28/2019	1.00	\$ 78,527.51
Dillon, Gregory	Faculty	Professor	Mech Ind & Manufacturing Engineering	8/16/2019	1.00	\$ 115,569.00
Flick, Amy	Faculty	Senior Lecturer	English	8/10/2019	1.00	\$ 47,500.00
Lepak, Keith	Faculty	Associate Professor	Politics and International Relations	8/11/2019	1.00	\$ 84,223.18
Martin, Audra	Faculty	Assistant Professor	Social Work	7/24/2019	1.00	\$ 54,038.00
Thompson, Robert	Faculty	Assistant Professor	Art	8/13/2019	1.00	\$ 57,084.93
Vercellino, Anthony	Faculty	Assistant Professor	Civil Environmental Chemical Engineering	8/1/2019	1.00	\$ 72,702.50
Wallace, Jessica	Faculty	Assistant Professor	Kinesiology and Sport Science	7/15/2019	1.00	\$ 64,566.00
Waller, Bruce	Faculty	Professor	Philosophy & Religious Studies	8/11/2019	1.00	\$ 94,566.52

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
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
Robich, Laura	APAS	Coord Clinical Student Services/Externally Funded Coord Clinical Student Services	Nursing	9/1/2019	1.00	\$ 48,227.50	\$ 49,192.05
Zupcsan, Michael	APAS	Technology Support Engineer/Desktop Engineer	IT Customer Services	6/16/2019	1.00	\$ 72,114.00	\$ 72,114.00
Anderson, Carolyn	Excluded	Associate Director/Asst Director	Student Activities	7/16/2019	1.00	\$ 52,843.71	\$ 50,327.34
Byers, Joy	Excluded	Executive Director/Director	Campus Rec & Intramural Sports	7/16/2019	1.00	\$ 81,946.03	\$ 78,043.84
Driscoll, Erin	Excluded	Executive Director/Director	Student Activities	7/16/2019	1.00	\$ 79,981.64	\$ 76,172.99
Fuhrman, Hillary	Excluded	Interim Director Inst Tch Lrn/Director of Assessment	Provost VP - Academic Affairs/Assessment	8/16/2019	1.00	\$ 77,746.00	\$ 67,745.96
Leeper, Kathleen	Excluded	Associate Director/Coordinator	Kilcawley Center	7/16/2019	1.00	\$ 64,076.41	\$ 62,513.57
McCracken, David	Excluded	Director/Interim Director	Procurement Services	8/16/2019	1.00	\$ 80,000.00	\$ 67,728.00
McGranahan, Gina	Excluded	Associate Director/Asst Director	Disability Services	3/16/2019	1.00	\$ 53,479.46	\$ 50,980.44
McNicholas, Ryan	Excluded	Associate Director/Assistant Director	Andrews Student Recr & Wellness Center	7/16/2019	1.00	\$ 52,379.00	\$ 49,449.60
Ruse, Elaine	Excluded	Executive Director/Director	Financial Aid and Scholarships	7/16/2019	1.00	\$ 118,555.42	\$ 112,909.92
Sipusic, David	Excluded	Assoc Gnl Cnsl Rsrch Exec Dir/Assoc Gnl Cnsl Rsrch EEO Comp	General Counsel	7/1/2019	1.00	\$ 135,060.00	\$ 105,060.00
Williams, Patrick	Excluded	Manager Veterans Resource Ctr/Associate Director	Veterans Affairs	7/16/2019	1.00	\$ 62,463.31	\$ 62,463.31
Young, John	Excluded	Executive Director/Director	Kilcawley Center	7/16/2019	1.00	\$ 79,981.64	\$ 76,172.99
Kromholz, Joseph	Faculty	Lecturer/Assistant Professor	Dana School of Music	8/12/2019	1.00	\$ 43,589.00	\$ 54,038.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 4/16/19 THROUGH 7/15/19
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
Dobson, Rachael	Externally Funded	Assoc Dir Behavioral Prog/ Board Cert Behavior Analyst	Rich Center for Autism	8/1/2019	1.00	\$ 71,400.00	\$ 59,751.60
Badawy, Rebecca	Faculty	Associate Professor/ Assistant Professor	Management	8/12/2019	1.00	\$ 126,662.20	\$ 119,728.00
Butcher, Michael	Faculty	Professor/Associate Professor	Biological Sciences	8/12/2019	1.00	\$ 78,474.00	\$ 70,209.51
Choo, Kyosung	Faculty	Associate Professor/ Assistant Professor	Mech Ind & Manufacturing Engineering	8/12/2019	1.00	\$ 78,421.06	\$ 72,702.50
Costarell, Michael	Faculty	Professor/Associate Professor	School of Technology	8/12/2019	1.00	\$ 80,925.05	\$ 73,682.00
Curnalia, Rebecca	Faculty	Professor/Associate Professor	Communication	8/12/2019	1.00	\$ 78,474.00	\$ 70,209.51
Fuller, Adam	Faculty	Associate Professor/ Assistant Professor	Politics and International Relations	8/12/2019	1.00	\$ 67,015.00	\$ 59,325.25
Ge, Weiqing	Faculty	Professor/Associate Professor	Physical Therapy	8/12/2019	1.00	\$ 92,157.53	\$ 83,421.00
Genna, Douglas	Faculty	Associate Professor/ Assistant Professor	Chemistry	8/12/2019	1.00	\$ 68,110.08	\$ 62,643.00
Gitimu, Priscilla	Faculty	Professor/Associate Professor	Human Ecology	8/12/2019	1.00	\$ 78,474.00	\$ 70,414.00
Grubb, Max	Faculty	Senior Lecturer/Lecturer	Communication	8/12/2019	1.00	\$ 59,174.67	\$ 55,388.95
Han-Haas, Guohong	Faculty	Professor/Associate Professor	Management	8/12/2019	1.00	\$ 115,603.88	\$ 107,515.00
Hughes, Tiffany	Faculty	Associate Professor/ Assistant Professor	Sociology Anthropology Gerontology	8/12/2019	1.00	\$ 67,015.00	\$ 60,316.15
Jackson, John	Faculty	Professor/Associate Professor	Chemistry	8/12/2019	1.00	\$ 91,050.97	\$ 83,560.95
Jalics, Jozsi	Faculty	Professor/Associate Professor	Mathematics & Statistics	8/12/2019	1.00	\$ 78,474.00	\$ 70,547.00
Kerns, Lucy	Faculty	Associate Professor/ Assistant Professor	Mathematics & Statistics	8/12/2019	1.00	\$ 67,015.00	\$ 58,700.54
Lisko, Susan	Faculty	Professor/Associate Professor	Nursing	8/12/2019	1.00	\$ 78,474.00	\$ 70,547.61

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/18 THROUGH 10/15/18
PROMOTIONS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT APPT. DATES	FTE	NEW SALARY	PREVIOUS SALARY
Martin, Holly	Faculty	Associate Professor/ Assistant Professor	Civil Environmental & Chemical Engineering	8/12/2019	1.00	\$ 75,661.07	\$ 70,009.82
Martin, John	Faculty	Associate Professor/ Assistant Professor	School of Technology	8/12/2019	1.00	\$ 70,141.06	\$ 64,624.45
Mossayebi, Faramarz	Faculty	Professor/Associate Professor	Electrical & Computer Engineering	8/12/2019	1.00	\$ 107,176.35	\$ 99,294.00
O'Dell, Valerie	Faculty	Professor/Associate Professor	Nursing	8/12/2019	1.00	\$ 78,474.00	\$ 70,547.61
Petruska, Karin	Faculty	Professor/Associate Professor	Accounting & Finance	8/12/2019	1.00	\$ 140,333.03	\$ 131,641.00
Roche, Molly	Faculty	Associate Professor/ Assistant Professor	Nursing	8/12/2019	1.00	\$ 67,015.00	\$ 58,000.00
Root, Jena	Faculty	Professor/Associate Professor	Dana School of Music	8/12/2019	1.00	\$ 78,474.00	\$ 70,547.00
Rossi, John	Faculty	Senior Lecturer/Lecturer	Marketing	8/12/2019	1.00	\$ 73,450.57	\$ 69,316.65
Saenger, Christina	Faculty	Associate Professor/ Assistant Professor	Marketing	8/12/2019	1.00	\$ 126,391.73	\$ 119,503.15
Schwartz, Jeremy	Faculty	Associate Professor/ Assistant Professor	Accounting & Finance	8/12/2019	1.00	\$ 133,069.11	\$ 126,017.67
Sethi, Swati	Faculty	Senior Lecturer/Lecturer	Psychology	8/12/2019	1.00	\$ 47,500.00	\$ 42,526.00
Sharma, Suresh	Faculty	Associate Professor/ Assistant Professor	Civil Environmental & Chemical Engineering	8/12/2019	1.00	\$ 75,661.07	\$ 70,009.82
Smith, Suzanne	Faculty	Associate Professor/ Assistant Professor	Health Professions	8/12/2019	1.00	\$ 67,015.00	\$ 58,335.00
Wallace, Darrell	Faculty	Professor/Associate Professor	Mech Ind & Manufacturing Engineering	8/12/2019	1.00	\$ 85,405.17	\$ 78,052.85
Wang, Alice	Faculty	Professor/Associate Professor	Dana School of Music	8/12/2019	1.00	\$ 78,474.00	\$ 70,547.20
Wang, Ying	Faculty	Professor/Associate Professor	Marketing	8/12/2019	1.00	\$ 114,402.26	\$ 106,342.69
Yacovone, Mary	Faculty	Professor/Associate Professor	Health Professions	8/12/2019	1.00	\$ 78,474.00	\$ 70,209.51

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
SALARY ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Wells, Tasha	APAS	Systems Engineer	IT Infrastructure Services	8/1/2019	1.00	\$ 68,938.94	1.00	\$ 68,438.94
Howard, Eddie	Excluded	Vice President Student Affairs	Student Experience	9/1/2019	1.00	\$ 150,232.10	1.00	\$ 146,732.10
Barzak, Christopher	Faculty	Professor	English	8/12/2019	1.00	\$ 82,446.75	1.00	\$ 72,392.27
Huber, Marsha	Faculty	Professor	Accounting & Finance	8/12/2019	1.00	\$ 122,656.08	1.00	\$ 131,741.00
Johnson, Carl	Faculty	Professor	Biological Sciences	8/12/2019	1.00	\$ 74,445.30	1.00	\$ 80,699.51
Lewis, Lillian	Faculty	Assistant Professor	Art	8/12/2019	0.40	\$ 22,709.00	0.70	\$ 38,772.27
Lewis, Lillian	Faculty	Assistant Professor	Teacher Education	8/12/2019	0.60	\$ 34,064.00	0.03	\$ 16,616.69
Oder, Tom	Faculty	Professor	Physics & Astronomy	8/12/2019	1.00	\$ 113,101.00	1.00	\$ 82,757.00

**YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE AND FACULTY
PERSONNEL ACTIONS 7/16/19 THROUGH 10/15/19
TRANSFERS**

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	CONTRACT/ APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
Reesh, Shannon	APAS	Counselor Penguin Service Ctr/ Academic Advisor 2	Registration & Records/ Dean CCAC	9/1/2019	1.00	\$ 41,208.00	\$ 41,208.00
Scott, Brenda	APAS	Coord Transition Mentor Prgs/ Program Coordinator OCAT	First Year Student Services/ College Access & Transition	8/16/2019	1.00	\$ 44,676.00	\$ 44,676.00