



**YOUNGSTOWN
STATE
UNIVERSITY**

**BOARD OF TRUSTEES
FINANCE AND FACILITIES COMMITTEE**

**Michael A. Peterson, Chair
Joseph J. Kerola, Vice Chair
All Trustees are Members**

**Wednesday, March 2, 2022
11:00 a.m. or immediately following
previous meeting**

**McKay Auditorium
Beeghly Hall**

AGENDA

- A. Disposition of Minutes for Meeting Held December 1, 2021**
- B. Old Business**
- C. Committee Items**

1. Finance and Facilities Consent Items*

- C.1.a. = Tab 1 a. Resolution to Modify Contract Compliance and Administration Policy, 3356-3-04**
- C.1.b. = Tab 2 b. Resolution to Modify and Retitle Electronic Information Technology (EIT) Accessibility Policy, 3356-5-14**

2. Finance and Facilities Action Items

- C.2.a. = Tab 3 a. Resolution to Approve Changes to Tuition and Fees for the 2022-23 Academic and Fiscal Year**
Neal McNally, Vice President for Finance and Business Operations, will report.
- C.2.b. = Tab 4 b. Resolution to Approve Interfund Transfers**
Katrena Davidson, Associate Vice President for Finance and Controller, will report.

3. Finance and Facilities Discussion Items

- C.3.a. = Tab 5 a. Quarterly Update on the FY 2022 Operating Budget**
Neal McNally, Vice President for Finance and Business Operations, will report.

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

C.3.b. = Tab 6

b. Planning and Construction Projects Update

John Hyden, Associate Vice President, Facilities and Support Services, and Rich White, Director of Planning and Construction, will report.

c. Kilcawley Center Renovation and/or New-Build

Joy Polkabra Byers, Associate Vice President of Student Experience, and John Hyden, Associate Vice President, Facilities and Support Services, will report.

d. Report of Audit Subcommittee

A verbal report of the Audit Subcommittee will be presented.
Michael A. Peterson will report.

e. Report of Investment Subcommittee

A verbal report of the Investment Subcommittee will be presented.
Allen L. Ryan, Jr. will report.

C.3.f. = Tab 7

f. Support of the Regional Economy

Coviello, Guy. "Commentary: Using Local Businesses Boosts Mahoning Valley Economy." *Business Journal*, December 15, 2021.

Mike Sherman, Vice President for Institutional Effectiveness and Board Professional, will report.

D. New Business

E. Adjournment



**RESOLUTION TO MODIFY
CONTRACT COMPLIANCE AND ADMINISTRATION POLICY, 3356-3-04**

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 Contract Compliance and Administration 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 Contract Compliance and Administration, policy number 3356-3-04, attached hereto.

**Board of Trustees Meeting
March 3, 2022
YR 2022-**

3356-3-04 Contract compliance and administration.

Responsible Division/Office: Finance and Business Operations
Responsible Officer: VP for Finance and Business Operations
Revision History: May 2012; March 2018; March 2022
Board Committee: Finance and Facilities
Effective Date: March 3, 2022
Next Review: 2027

- (A) Policy statement. Youngstown state university (“university”) will adhere to all applicable federal and state laws and regulations when it engages with contractors, consultants, suppliers, vendors, and other entities.
- (B) Purpose. This policy defines the general parameters through which a university contract is created, stipulates the necessary administrative review and monitoring processes, and designates who within the university is authorized to sign contracts on behalf of the university, its employees, or agents.
- (C) Scope. This policy applies to all financial and nonfinancial university contracts, except for employment contracts administered by the office of human resources.

Partnerships, centers, and related agreements relating to teaching/learning, research/scholarship, and community service goals are addressed pursuant to rule 3356-10-22 of the Administrative Code (see university policy 3356-10-22, “Partnerships, centers and related arrangements”). Grants, contracts, and cooperative agreements for sponsored programs are addressed in rule 3356-10-13 of the Administrative Code (see university policy 3356-10-13, “Research, grants, and sponsored programs”).

- (D) Definitions.
 - (1) “Contract.” A legally binding and enforceable agreement between the university and one or more competent parties.
 - (2) “Standard contract.” A contract using the university’s standard terms and conditions and effectuated by the university’s standard professional services agreement template or standard independent

contractor agreement template, both of which are available on the procurement services website.

- (3) “Non-standard contract.” A contract that does not conform to the university’s standard template for a professional services agreement or standard independent contractor agreement.
- (4) “Contract compliance.” The process of reviewing and overseeing contracts in accordance with requisite legal and policy requirements.
- (5) “Contract administration.” The process used to ensure that the terms and conditions of contracts are being implemented pursuant to the contract.
- (6) “University sponsor.” The university employee who is administering and managing the contract. Typically the university sponsor is the financial manager of the budget to which the contract is charged.

(E) Procedures.

- (1) For purposes of institutional efficiency, use of the university’s standard contract templates are the preferred.
- (2) Contract compliance is the responsibility of the office of finance and business operations. The university sponsor of a contract is responsible for monitoring the ongoing progress of a contract and providing requisite information to procurement services. Procurement services is responsible for providing assistance for purchases and payments pursuant to a contract.
- (3) All contracts for the purchase of goods and services must comply with rule 3356-3-01 of the Administrative Code (see university policy 3356-3-01, “Purchasing”).
- (4) All contract should be accompanied by documentation that university funds have been identified and earmarked to cover contracts costs.

- (5) All contracts must be stored and retained in accordance with the university's document retention policies unless specifically excluded by this or another policy adopted by the board of trustees.
 - (6) Refer to the contract compliance and administration guide on the procurement services website for additional information regarding contracts.
- (F) Signature authority for non-standard contracts.
- (1) Only the president and the vice president for finance and business operations, or their designee, have the authority to sign a non-standard contract on behalf of the university.
 - (2) The provost has authority to sign and approve academic affiliation and articulation agreements that have no direct financial consequences to the university.
 - (3) No other individual has authority to enter into a non-standard contract for the purchase of goods or services or otherwise obligate Youngstown state university to pay any sum or money without one of the following:
 - (a) A resolution of authorization from the board of trustees;
 - (b) A written declaration of signature authority from the president or the vice president for finance and business operations filed with the contract;
 - (c) A purchase order issued by or under the direction of the director of procurement services.
- (G) Signature authority for standard contracts (professional services agreement and standard independent contractor agreement):
- (1) Financial managers are authorized to sign limited-dollar standard contracts pursuant to the university's procurement guidelines.
- (H) Legal review. The following types of non-standard contracts are subject to legal review:

- (1) All contracts for the acquisition of goods and services;
 - (2) Construction contracts, including repair or alteration of facilities, and for architectural and/or engineering services;
 - (3) Real estate transactions, including the sale, rental or lease of real property must comply with rule 3356-4-05 of the Administrative Code (see university policy 3356-4-05, "Acquisition of real estate");
 - (4) Contracts/agreements associated with the intellectual property of the university, including licensing agreements, patents, trademarks, and copyrights;
 - (5) Employment contracts, if deemed necessary by the chief human resources officer;
 - (6) Contracts intended for the president's signature or that affect the president or the office of the president;
 - (7) Contracts that can potentially expose the university to significant liability.
- (I) Document retention. Copies of all fully executed (signed by both parties) contracts must be submitted to procurement services to be recorded and monitored through a central database.
- (J) Personal liability. An individual who enters into a contract for the purchase of goods or services or otherwise obligates the university to pay any sum or money or resources without appropriate authority and/or review may be held personally liable for the terms of the contract.

3356-3-04 Contract compliance and administration.

Responsible Division/Office: Finance and Business Operations
Responsible Officer: VP for Finance and Business Operations
Revision History: May 2012; March 2018; [March 2022](#)
Board Committee: Finance and Facilities
Effective Date: **March 15, 2018**[2022](#)
Next Review: [2022](#)[2027](#)

- (A) Policy statement. Youngstown state university (“university”) will adhere to all applicable federal and state laws and regulations when it engages with contractors, consultants, suppliers, vendors, and other entities.
- (B) Purpose. This policy defines the general parameters through which a university contract is created, stipulates the necessary administrative review and monitoring processes, and designates who within the university is authorized to sign contracts on behalf of the university, its employees, or agents.
- (C) Scope. This policy applies to all financial and nonfinancial university contracts, [except for employment contracts administered by the office of human resources](#).

Partnerships, centers, and related agreements relating to teaching/learning, research/scholarship, and community service goals are addressed pursuant to rule 3356-10-22 of the Administrative Code (see university policy 3356-10-22, “Partnerships, centers and related arrangements”). Grants, contracts, and cooperative agreements for sponsored programs are addressed in rule 3356-10-13 of the Administrative Code (see university policy 3356-10-13, “Research, grants, and sponsored programs”).

- (D) Definitions.
 - (1) “Contract.” A legally binding and enforceable agreement between the university and one or more competent parties.
 - (2) [“Standard contract.” A contract using the university’s standard terms and conditions and effectuated by the university’s standard professional services agreement template or standard independent](#)

contractor agreement template, both of which are available on the procurement services website.

(3) “Non-standard contract.” A contract that does not conform to the university’s standard template for a professional services agreement or standard independent contractor agreement.

~~(2)~~(4) “Contract compliance.” The process of reviewing and overseeing contracts in accordance with requisite legal and policy requirements.

~~(3)~~(5) “Contract administration.” The process used to ensure that the terms and conditions of contracts are being implemented pursuant to the contract. ~~The university sponsor of a contract is responsible for monitoring the ongoing progress of a contract and providing requisite information to procurement services. Procurement services is responsible for providing assistance for purchases and payments pursuant to a contract.~~

~~(4)~~(6) “University sponsor.” The university employee who is ~~promoting administering and managing~~ the contract. Typically the university sponsor is ~~a~~the financial manager of the budget to which the contract is charged.

(E) Procedures. ~~All contracts entered into, including original contracts, amendments, and extensions:~~

(1) For purposes of institutional efficiency, use of the university’s standard contract templates are the preferred.

~~(1)~~(2) Contract compliance is the responsibility of the office of finance and business operations. The university sponsor of a contract is responsible for monitoring the ongoing progress of a contract and providing requisite information to procurement services. Procurement services is responsible for providing assistance for purchases and payments pursuant to a contract.

(3) All contracts for the purchase of goods and services must comply with rule 3356-3-01 of the Administrative Code (see university policy 3356-3-01, “Purchasing”).

~~Are only to be signed or executed by university staff with designated signature authority.~~

- ~~(2)~~(4) ~~Are subject to appropriate legal review. The general counsel's office is responsible for providing legal review of the terms and conditions for nonstandard contracts.~~ All contract should be accompanied by documentation that university funds have been identified and earmarked to cover contracts costs.
- ~~(3)~~(5) ~~Must~~ All contracts must be stored and retained in accordance with the university's document retention policies unless specifically excluded by this or another policy adopted by the board of trustees.
- (4)(6) Refer to the contract compliance and administration guide on the procurement services website for additional information regarding contracts.

(F) Signature authority for non-standard contracts.

- (1) ~~Generally, only~~ Only the president and the vice president for finance and ~~administration~~ business operations, or their designee, have the authority to sign a non-standard contract on behalf of the university.
- (2) The provost has authority to sign and approve academic affiliation and articulation agreements that have no direct financial consequences to the university.
- (3) No other individual has authority to enter into a non-standard contract for the purchase of goods or services or otherwise obligate Youngstown state university to pay any sum or money without one of the following:
 - (a) A resolution of authorization from the board of trustees;
 - (b) A written declaration of signature authority from the president or the vice president for finance and ~~administration~~ business operations filed with the contract;

- (c) A purchase order issued by or under the direction of the director of procurement services.

(G) Signature authority for standard contracts (professional services agreement and standard independent contractor agreement):

- (1) Financial managers are authorized to sign limited-dollar standard contracts pursuant to the university's procurement guidelines.

~~(G)~~(H) Legal review. The following types of non-standard contracts are subject to legal review:

- (1) All contracts for the acquisition of goods and services;
- (2) Construction contracts, including repair or alteration of facilities, and for architectural and/or engineering services;
- (3) Real estate transactions, including the sale, rental or lease of real property must comply with rule 3356-4-05 of the Administrative Code (see university policy 3356-4-05, "Acquisition of real estate");
- (4) Contracts/agreements associated with the intellectual property of the university, including licensing agreements, patents, trademarks, and copyrights;
- (5) Employment contracts, ~~as necessary, per~~ if deemed necessary by the chief human resources officer;
- (6) Contracts intended for the president's signature or that affect the president or the office of the president;
- (7) Contracts that can potentially expose the university to significant liability.

~~(H)~~(I) Document retention. Copies of all fully executed (signed by both parties) contracts must be submitted to procurement services to be recorded and monitored through a central database.

~~(H)~~(J) Personal liability. An individual who enters into a contract for the purchase of goods or services or otherwise obligates the university to pay

any sum or money or resources without appropriate authority and/or review may be held personally liable for the terms of the contract.



**YOUNGSTOWN
STATE
UNIVERSITY**

**RESOLUTION TO MODIFY AND RETITLE
ELECTRONIC INFORMATION TECHNOLOGY (EIT) POLICY, 3356-5-14**

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 Electronic Information Technology (EIT) policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy governing Electronic Information Technology (EIT), policy number 3356-5-14, to be retitled as Digital Accessibility Standard, attached hereto.

**Board of Trustees Meeting
March 3, 2022
YR 2022-**

3356-5-14 Digital accessibility standard.

Responsible Division/Office: Finance and Business Operations
(Information Technology Services)
Responsible Officer: VP for Finance and Business Operations
Revision History: December 2013; March 2014; June 2015; December 2015;
March 2017; March 2022
Board Committee: Finance and Facilities
Effective Date: March 3, 2022
Next Review: 2027

(A) Policy statement. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 prohibit discrimination on the basis of disability in programs and activities by public universities receiving financial assistance from the U.S. department of education. Youngstown state university (“YSU”) is committed to ensuring that communication with university constituents with disabilities, including students, prospective students, employees, guests and visitors, with hearing, visual and manual impairments, or who otherwise require the use of assistive technology to access information, is as effective as communication with those without disabilities.

The university will ensure that all computer software and systems for public use will permit all persons with disabilities to acquire the same information, engage in the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities.

(B) Purpose. All digital content must be accessible to university constituents and must adhere to the digital accessibility standards referred to in paragraph (E)(2)(e) of this rule.

(C) Scope. This policy applies to all digital content, excluding digital content intended for private use only. Digital content includes:

- (1) University web pages and linked information;
- (2) All online learning content, including documents posted in all learning management systems, (e.g., “Blackboard”); and
- (3) Distance education and e-learning tools and materials.

(D) Definitions.

- (1) “Official university web page.” An official university web page is any web page created by the university, its departments, colleges, or other administrative offices

for the official business of the university. This includes Maag library, academics, athletics, student newspaper, and student groups and associations.

- (2) “University-related web page.” A university-related web page is any web page created by or linked from a web page created by faculty, staff, students and/or registered student organizations that are either:
 - (a) Linked from an official university web page;
 - (b) Stored on one of the university-controlled web servers;
 - (c) Created in support of university businesses and courses; or
 - (d) On servers contracted by the university.
 - (3) “Content editors.” Authorized university faculty, staff, or student employees trained by the information technology services (“ITS”), YSU web team, and/or cyberlearning department on the digital accessibility standards and on the approved content management system such that they are approved to maintain a department or office web page.
 - (4) “Digital accessibility training.” Required training conducted by staff of the ITS, YSU web team, and/or cyberlearning and departments for all content editors and faculty prior to having authorization to publish digital content on the university website, web pages, or any university digital platform.
 - (5) “Digital accessibility coordinator.” Staff member authorized to coordinate and implement the digital accessibility policy.
 - (6) “Digital accessibility standards.” YSU’s digital accessibility standards are drawn from W3C web accessibility initiative (“WAI”) and section 508 standards.
 - (7) “[Implementation timeline](#).” Plan for the university to be fully compliant with the digital accessibility standards.
- (E) Parameters.
- (1) Each administrative unit, department, or office, through an authorized content editor, is responsible for ensuring that digital content is accessible. In addition, all software and IT systems purchased shall produce accessible products and documents and/or shall be compatible with assistive technology.
 - (2) Content editors may develop and maintain official university web pages and are responsible for their content subject to the following requirements:
 - (a) Software used to develop official university web pages will be limited to packages approved by ITS.

- (b) Official university web pages must run on ITS servers or servers contracted for by ITS.
- (c) All official university web pages and related university web pages and all digital content must strictly adhere to the digital accessibility standards.
- (d) The digital accessibility coordinator shall provide direction and guidance on standards to be followed for accessibility of all digital content. The standards shall be posted on the digital accessibility web page. The digital accessibility coordinator is responsible for developing and implementing a plan to monitor all university digital content for adherence to digital accessibility standards. The digital accessibility coordinator is authorized to disable any digital content found to be in violation of the digital accessibility standards.
- (e) All official and university-related web pages and all digital content must adhere to:
 - (i) Applicable copyright laws.
 - (ii) Applicable state of Ohio and federal laws and rules.
 - (iii) Rule 3356-4-09 of the Administrative Code, “Acceptable Use of University Technology Resources,” (where appropriate).
 - (iv) Digital accessibility standards.
- (f) The use of university symbols (i.e., YSU word mark, YSU logo, university seal, and Pete the penguin) and related information should adhere to the university’s graphic identity standards from the office of marketing and communications.
- (g) Registered student organizations use of the university name must adhere to article V, section F, paragraph 16, of “The Code of Student Rights, Responsibilities, and Conduct.”
- (h) The following are examples of content prohibited from display on either official university web pages or university-related web pages, including all digital content:
 - (i) Unauthorized solicitation or endorsement for for-profit business ventures.
 - (ii) Activities that involve a conflict of interest (rules 3356-7-01 and 3356-7-19 of the Administrative Code).

- (iii) Adult content (including banners).
 - (iv) Any content covered by rule 3356-4-13 of the Administrative Code, "Sensitive information," such as credit card numbers.
 - (v) Software or media (i.e., photographs, audio, video, etc.) not authorized for distribution, regardless of the purchase price or copyright status.
 - (i) All university computer labs shall provide equal access afforded by technology for all users, including users with disabilities. The university shall make assistive technology available at all student computer labs and shall provide a notice of accessibility that includes contact information for questions, inquiries, or complaints.
- (F) Procedures for creating and posting accessible digital content.
- (1) Authorized content editors and faculty may develop and maintain official university websites or pages and digital content.
 - (2) Administrative units, individuals, and organizations requesting ability to place digital content on the university website or the university course management system must contact the university website manager at YSU web team in order to be trained and become an authorized content editor and/or faculty.
 - (3) If any digital content is determined to be in violation of the parameters in this policy, including the digital accessibility standards, an effort will be made beforehand to discuss the violation(s) with the content editor or faculty and to correct any errors. The digital accessibility coordinator has the authority to disable any digital content from the university servers if in his/her discretion such action is necessary.
- (G) Purchasing accessible software compatible with assistive technology. It is the policy of the university to ensure that all IT software and systems purchased meet the digital accessibility standards by producing accessible products and documents. The software or systems shall permit persons with disabilities to acquire the same information, engage in the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities. See computer software accessibility purchasing standard that will be placed into the terms and conditions and request for proposal documents provided by the office of procurement services.
- (H) Reporting violations.
- (1) All accessibility concerns with any university digital content should be directed to the digital accessibility coordinator for prompt resolution. Any person desiring to

make an anonymous complaint with regard to a violation of this policy or any federal or state law with regard to digital accessibility may do so by reporting violations through a confidential mailbox.

- (2) In addition, any person desiring to file a formal complaint for digital accessibility issues may contact the Title II/section 504 coordinator for students or the Title II/section 504 coordinator for employees. The university grievance policy can be found at university grievance policy. The contact information for individuals serving in those roles on behalf of the university can be found at the university's web page dedicated to accessibility compliance.

3356-5-14~~Electronic information technology (EIT) accessibility~~Digital accessibility standard.

Responsible Division/Office: Finance and Business Operations
(Information Technology Services)
Responsible Officer: ~~Vice President~~VP for Finance and Business Operations
Revision History: December 2013; March 2014; June 2015; December 2015;
March 2017; March 2022
Board Committee: Finance and Facilities
~~BOT Approval~~Effective Date: March 16, 20172022
Next Review: ~~2022~~2027

- (A) Policy statement. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 prohibit discrimination on the basis of disability in programs and activities by public universities receiving financial assistance from the U.S. department of education. Youngstown state university (“YSU”) is committed to ensuring that communication with university constituents with disabilities, including students, prospective students, employees, guests and visitors, with hearing, visual and manual impairments, or who otherwise require the use of assistive technology to access information, is as effective as communication with those without disabilities.

The university will ensure that all computer software and systems for public use will permit all persons with disabilities to acquire the same information, engage in the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities.

- (B) Purpose. All ~~electronic and information technology (“EIT”)~~digital content must be accessible to university constituents and must adhere to the ~~EIT~~digital accessibility standards referred to in paragraph (E)(2)(e) of this rule.
- (C) Scope. This policy applies to all ~~electronic and information technology~~digital content, excluding ~~EIT~~digital content intended for private use only. ~~EIT~~Digital content includes:
- (1) University web pages and linked information;
 - (2) All online learning content, including documents posted in all learning management systems, (e.g., “Blackboard” ~~and~~ “Sakai”); and
 - (3) Distance education and e-learning tools and materials.
- (D) Definitions.

- (1) “Official university web page.” An official university web page is any web page created by the university, its departments, colleges, or other administrative offices for the official business of the university. This includes Maag library, academics, athletics, student newspaper, and student groups and associations.
 - (2) “University-related web page.” A university-related web page is any web page created by or linked from a web page created by faculty, staff, students and/or registered student organizations that are either:
 - (a) Linked from an official university web page;
 - (b) Stored on one of the university-controlled web servers;
 - (c) Created in support of university businesses and courses; or
 - (d) On servers contracted by the university.
 - (3) “Content editors.” Authorized university faculty, ~~or staff, or student employees~~ trained by the information technology services (“IT”)(“ITS”), ~~and human resources (“HR”)~~ YSU web team, and/or cyberlearning department on the EITdigital accessibility standards and on the approved content management system such that they are approved to maintain a department or office web page.
 - ~~(4) “Faculty.” Authorized faculty who have received training on EIT accessibility standards and content management systems.~~
 - ~~(5)~~(4) “EITDigital accessibility training.” Required training conducted by staff of the ITITS, YSU web team, and/or cyberlearning and ~~HR~~ departments for all content editors and faculty prior to having authorization to publish EITdigital content on the university website, web pages, or any university EITdigital platform.
 - ~~(6)~~(5) “EITDigital accessibility coordinator.” Staff member authorized to coordinate and implement the EITdigital accessibility policy.
 - ~~(7)~~(6) “EITDigital accessibility standards.” YSU’s EITdigital accessibility standards are drawn from W3C web accessibility initiative (“WAI”) and section 508 standards.
 - ~~(8)~~(7) “Implementation timeline.” Plan for the university to be fully compliant with the EITdigital accessibility standards.
- (E) Parameters.
- (1) Each administrative unit, department, or office, through an authorized content editor, is responsible for ensuring that EITdigital content is accessible. In addition, all software and IT systems purchased shall produce accessible products and documents and/or shall be compatible with assistive technology.

- (2) Content editors may develop and maintain official university web pages and are responsible for their content subject to the following requirements:
- (a) Software used to develop official university web pages will be limited to packages approved by ~~information technology services (“ITS”)~~ ITS.
 - (b) Official university web pages must run on ITS servers or servers contracted for by ITS.
 - (c) All official university web pages and related university web pages and all EITdigital content must strictly adhere to the EITdigital accessibility standards.
 - (d) The EITdigital accessibility coordinator shall provide direction and guidance on standards to be followed for accessibility of all EITdigital content. The standards shall be posted on the ~~ADA accessibility compliance web page~~ digital accessibility web page. The EITdigital accessibility coordinator is responsible for developing and implementing a plan to monitor all university EITdigital content for adherence to EITdigital accessibility standards. The EITdigital accessibility coordinator is authorized to disable any EITdigital content found to be in violation of the EITdigital accessibility standards.
 - (e) All official and university-related web pages and all EITdigital content must adhere to:
 - (i) Applicable copyright laws.
 - (ii) Applicable state of Ohio and federal laws and rules.
 - (iii) Rule 3356-4-09 of the Administrative Code, “Acceptable Use of University Technology Resources,” (where appropriate).
 - (iv) EITDigital accessibility standards.
 - (f) The use of university symbols (i.e., YSU word mark, YSU logo, university seal, and Pete the penguin) and related information should adhere to the university’s graphic identity standards from the office of marketing and communications.
 - (g) Registered student organizations use of the university name must adhere to article V, section F, paragraph 16, of “The Code of Student Rights, Responsibilities, and Conduct.”

- (h) The following are examples of content prohibited from display on either official university web pages or university-related web pages, including all [EFFdigital content](#):
- (i) Unauthorized solicitation or endorsement for for-profit business ventures.
 - (ii) Activities that involve a conflict of interest (rules 3356-7-01 and 3356-7-19 of the Administrative Code).
 - (iii) Adult content (including banners).
 - (iv) Any content covered by rule 3356-4-13 of the Administrative Code, “Sensitive information,” such as credit card numbers.
 - (v) Software or media (i.e., photographs, audio, video, etc.) not authorized for distribution, regardless of the purchase price or copyright status.
- (i) All university computer labs shall provide equal access afforded by technology for all users, including users with disabilities. The university shall make assistive technology available at all student computer labs and shall provide a [notice](#) of accessibility that includes contact information for questions, inquiries, or complaints.
- (F) Procedures for creating and posting accessible [EFFdigital content](#).
- (1) Authorized content editors and faculty may develop and maintain official university websites or pages and [EFFdigital content](#).
 - (2) Administrative units, individuals, and organizations requesting ability to place [EFFdigital content](#) on the university website or the university course management system must contact the university website manager at [YSU web team](#) in order to be trained and become an authorized content editor and/or faculty.
 - (3) If any [EFFdigital content](#) is determined to be in violation of the parameters in this policy, including the [EFFdigital](#) accessibility standards, an effort will be made beforehand to discuss the violation(s) with the content editor or faculty and to correct any errors. The [EFFdigital accessibility](#) coordinator has the authority to disable any [EFFdigital content](#) from the university servers if in his/her discretion such action is necessary.
- (G) Purchasing accessible software compatible with assistive technology. It is the policy of the university to ensure that all IT software and systems purchased meet the [EFFdigital](#) accessibility standards by producing accessible products and documents. The software or systems shall permit persons with disabilities to acquire the same information, engage in

the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities. See [computer software accessibility purchasing standard](#) that will be placed into the terms and conditions and request for proposal documents provided by the office of procurement services.

(H) Reporting violations.

- (1) All accessibility concerns with any university [EITdigital content](#) should be directed to the [EITdigital accessibility](#) coordinator for prompt resolution. Any person desiring to make an [anonymous complaint](#) with regard to a violation of this policy or any federal or state law with regard to [EITdigital](#) accessibility may do so by reporting violations through a confidential mailbox.
- (2) In addition, any person desiring to file a formal complaint for [EITdigital](#) accessibility issues may contact the Title II/section 504 coordinator for students or the Title II/section 504 coordinator for employees. The university grievance policy can be found at [university grievance policy](#). The contact information for individuals serving in those roles on behalf of the university can be found at the university's web page dedicated to [accessibility compliance](#).



**RESOLUTION TO APPROVE
CHANGES TO TUITION AND FEES FOR THE 2022-23
ACADEMIC AND FISCAL YEAR**

WHEREAS, Ohio law provides that Boards of Trustees of state-assisted institutions of higher education shall supplement state subsidies by income from charges to students, including an “instructional fee” for educational and associated operational support of the institution and a “general fee” for non-instructional services, and that these two fees shall encompass all charges for services assessed uniformly to all enrolled students and shall be identified as "tuition"; and

WHEREAS, Ohio law also provides that each Board may establish special purpose fees, service and housing charges, fines and penalties and that a tuition surcharge shall be paid by all students who are not residents of Ohio; and

WHEREAS, Ohio law provides that the University shall separately identify the Instructional Fee, the General Fee, the Tuition Charge, and the Tuition Surcharge; and

WHEREAS, Ohio law provides that fees charged for instruction shall not be considered to be a price for service but shall be considered to be an integral part of the state government financing program in support of higher education opportunity for students; and

NOW, THEREFORE, BE IT RESOLVED, that unless otherwise noted herein, this Resolution shall replace all previously adopted Resolutions pertaining to tuition, fees and/or other charges; and

BE IT ALSO RESOLVED, that the Board of Trustees of Youngstown State University does hereby declare the “tuition charge” shall be the sum of the Instructional Fee, General Fee, and the Information Services Fee, and does hereby establish the tuition charge and other fees as included in the attached Exhibit, to become effective for the 2022-23 academic year and shall not exceed what is permitted by the final enacted version of the state of Ohio budget bill for the FY 2022 and FY 2023 biennium, and to remain in effect until changed by the Board of Trustees, except as may be specifically noted otherwise; and

BE IT FURTHER RESOLVED, that the President of Youngstown State University or his designee shall have the authority to approve:

1. Fees for continuing education and noncredit courses, institutes, and workshops offered or coordinated through the Colleges and Office of College Access and Transition;

2. Ticket prices for admission of the public to intercollegiate athletic games and to student music or dramatic productions;
3. Service charges for loans to students;
4. A special fee for programs under contract (e.g., a training program). It shall be understood that such special fees, if authorized, shall provide for all related costs of the program and that the budget for such a fund shall be subject to approval in the same manner as other University operating budgets; and
5. Fees for credit courses offered by the Office of College Access and Transition under contract to established groups as provided for in Resolution YR 2001-03.

In all cases, the revenue generated by such fees and charges shall be expended in conformity with appropriately approved budgets. It shall be understood that: (a) charges for unreturned or damaged equipment checked out to a student shall be established by the cognizant University staff person and the charge shall be sufficient to recover replacement costs and with a charge to cover processing costs; (b) for such charges as noted in (a) above, the approval of neither the President nor the Board of Trustees shall be required; and (c) the President or his designees shall have the authority to designate parking facilities by location or by time which may be utilized either without charge or for a reduced charge.

Fines which are authorized in this resolution may be assessed against nonstudents who are authorized to use University services as well as against students; and the rates detailed in this resolution shall replace the rates in any other resolution in conflict, and it shall continue to be the policy of this Board to review and adopt all fees, service charges, and fines annually in order that students and others are informed as to rates for the coming year and budgets may be finalized. It is understood that charges, fines, penalties, and assessments to students and non-students will not be waived except as specifically authorized by proper authority. Fee waivers authorized by the Chancellor, in accordance with section 381.170 of Am. Sub. H.B. 166 of the 133rd General Assembly, are identified in the attached Exhibit and made part herein.

If a student is permitted to withdraw from the University or if a student reduces his or her academic load, a refund of the tuition charge and the nonresident tuition surcharge, where applicable, shall be made in conformity with the following schedule. If the withdrawal is after the prescribed time limits, all tuition and other applicable fees and charges are forfeited. All applicable fees, fines, and penalties due must be paid before the refund is paid. Refund policies for University Housing and Courtyard Apartments shall be set by Student Affairs in accordance with best business practices.

Refund Schedule

<u>Length of Course</u>	<u>100% refund</u>	<u>No refund</u>
More than 8 weeks:	through 14th day of term.	15th day of term and later.
8 weeks or less:	through 7 th day of term.	8 th day of term and later.

YOUNGSTOWN STATE UNIVERSITY
Summary of Full-Time Bulk-Rate Tuition¹
(See Schedules 2, 3 and 4 for detail)

Schedule 1

	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
UNDERGRADUATE				
Continuing students, per semester				
Resident	\$4,291.20	\$4,377.00	\$85.80	2.00%
Non-resident:				
Affordable Tuition Advantage ²	\$4,471.20	\$4,557.00	\$85.80	1.92%
Penguin Promise cohort 5, per semester				
Resident	N/A	\$5,205.24	New	New
Non-resident:				
Affordable Tuition Advantage ²	N/A	\$5,385.24	New	New
GRADUATE³				
Masters-Level, per semester				
Resident	\$6,452.88	\$6,494.40	\$41.52	0.64%
Non-resident:				
Affordable Tuition Advantage ²	\$6,632.88	\$6,674.40	\$41.52	0.63%
Doctoral-Level, per semester				
Resident	\$6,826.80	\$6,868.32	\$41.52	0.61%
Non-resident:				
Affordable Tuition Advantage ²	\$7,006.80	\$7,048.32	\$41.52	0.59%

1. Rates for specialized programs not included in this presentation.

2. Prior to the 2021-22 academic year, the Affordable Tuition Advantage (ATA) rate was offered to non-resident students from certain nearby/border counties in, Pennsylvania, New York State and West Virginia. Effective fall 2021, the University will charge the ATA surcharge to all non-resident students.

3. Although the graduate bulk-rate band is from 12-18 hours, graduate students are considered full-time for academic purposes at 6 credit hours and above.

YOUNGSTOWN STATE UNIVERSITY
Resident Undergraduate Tuition & Fees
(for non-Penguin Promise students enrolled spring 2018 or earlier)

Fee Description	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-18 credit hours)	\$3,438.36	\$3,507.12	\$68.76	2.00%
General Fee (per semester, 12-18 credit hours)	\$725.52	\$740.04	\$14.52	2.00%
Information Services Fee (per semester, 12-18 credit hours)	\$127.32	\$129.84	\$2.52	1.98%
Full-time tuition & mandatory fees	\$4,291.20	\$4,377.00	\$85.80	2.00%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour)	\$286.53	\$292.26	\$5.73	2.00%
General Fee (per credit hour)	\$60.46	\$61.67	\$1.21	2.00%
Information Services Fee (per credit hour)	\$10.61	\$10.82	\$0.21	1.98%

YOUNGSTOWN STATE UNIVERSITY

Penguin Promise Tuition Guarantee* - Resident Undergraduate Tuition & Fees

BULK-RATE TUITION & MANDATORY FEES	Cohort 5	Change from Prior Cohort	
	FY 2023	%	\$
Instructional Fee (per semester, 12-18 credit hours)	\$4,017.72	4.60%	\$176.64
General Fee	\$1,187.52	4.60%	\$52.20
Full-time Penguin Promise tuition	\$5,205.24	4.60%	\$228.84
TUITION & MANDATORY FEES (outside bulk-rate)			
Instructional Fee (per credit hour)	\$334.81	4.60%	\$14.72
General Fee (per credit hour)	\$98.96	4.60%	\$4.35
Penguin Promise tuition per credit hour	\$433.77	4.60%	\$19.07

BULK-RATE TUITION & MANDATORY FEES	Cohort 4	Change from Prior Cohort	
	FY 2022	%	\$
Instructional Fee (per semester, 12-18 credit hours)	\$3,841.08	3.80%	\$140.64
General Fee	\$1,135.32	3.80%	\$41.52
Full-time Penguin Promise tuition	\$4,976.40	3.80%	\$182.16
TUITION & MANDATORY FEES (outside bulk-rate)			
Instructional Fee (per credit hour)	\$320.09	3.80%	\$11.72
General Fee (per credit hour)	\$94.61	3.80%	\$3.46
Penguin Promise tuition per credit hour	\$414.70	3.80%	\$15.18

BULK-RATE TUITION & MANDATORY FEES	Cohort 3	Change from Prior Cohort	
	FY 2021	%	\$
Instructional Fee (per semester, 12-18 credit hours)	\$3,700.44	4.10%	\$145.80
General Fee	\$1,093.80	4.10%	\$43.08
Full-time Penguin Promise tuition	\$4,794.24	4.10%	\$188.88
TUITION & MANDATORY FEES (outside bulk-rate)			
Instructional Fee (per credit hour)	\$308.37	4.10%	\$12.15
General Fee (per credit hour)	\$91.15	4.10%	\$3.59
Penguin Promise tuition per credit hour	\$399.52	4.10%	\$15.74

BULK-RATE TUITION & MANDATORY FEES	Cohort 2	Change from Prior Cohort	
	FY 2020	%	\$
Instructional Fee (per semester, 12-18 credit hours)	\$3,554.64	3.50%	\$120.24
General Fee	\$1,050.72	3.50%	\$35.53
Full-time Penguin Promise tuition	\$4,605.36	3.50%	\$155.77
TUITION & MANDATORY FEES (outside bulk-rate)			
Instructional Fee (per credit hour)	\$296.22	3.50%	\$10.02
General Fee (per credit hour)	\$87.56	3.50%	\$2.96
Penguin Promise tuition per credit hour	\$383.78	3.50%	\$12.98

BULK-RATE TUITION & MANDATORY FEES	Cohort 1	Change from Prior Cohort	
	FY 2019	%	\$
Instructional Fee (per semester, 12-18 credit hours)	\$3,434.40	N/A (FY19 is first cohort)	
General Fee	\$1,015.19	N/A (FY19 is first cohort)	
Full-time Penguin Promise tuition	\$4,449.59	N/A (FY19 is first cohort)	
TUITION & MANDATORY FEES (outside bulk-rate)			
Instructional Fee (per credit hour)	\$286.20	N/A (FY19 is first cohort)	
General Fee (per credit hour)	\$84.60	N/A (FY19 is first cohort)	
Penguin Promise tuition per credit hour	\$370.80	N/A (FY19 is first cohort)	

* Guarantee cohort rates set pursuant to Ohio Revised Code §3345.48 and state budget (temporary law) language.

YOUNGSTOWN STATE UNIVERSITY
Undergraduate College Fees

Fee Description	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
COLLEGE FEES				
Beeghly College of Liberal Arts, Social Sciences & Education				
Undergrad with Junior Standing and Above (per credit hour)	\$8.00	\$8.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-18 hours)	\$96.00	\$96.00	\$0.00	0.00%
Bitonte College of Health & Human Services				
Undergrad with Junior Standing and Above (per credit hour)	\$12.50	\$12.50	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-18 hours)	\$150.00	\$150.00	\$0.00	0.00%
College of Science, Technology, Engineering & Mathematics				
Undergrad with Junior Standing and Above (per credit hour)	\$25.00	\$25.00	\$0.00	0.00%
Undergrad with Junior Standing and Above (bulk rate, 12-18 hours)	\$300.00	\$300.00	\$0.00	0.00%
Cliffe College of Creative Arts & Communications				
Undergraduates (per credit hour)	\$9.00	\$9.00	\$0.00	0.00%
Undergraduates, (bulk rate, 12-18 hours)	\$108.00	\$108.00	\$0.00	0.00%
Williamson College of Business Administration				
Undergraduates (per credit hour)	\$20.00	\$20.00	\$0.00	0.00%
Undergraduates, (bulk rate, 12-18 hours)	\$240.00	\$240.00	\$0.00	0.00%

YOUNGSTOWN STATE UNIVERSITY
Masters-Level Graduate Tuition & Fees

Schedule 3

Fee Description	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-18 credit hours)	\$5,359.08	\$5,359.08	\$0.00	0.00%
General Fee (per semester, 12-18 credit hours)	\$1,093.80	\$1,135.32	\$41.52	3.80%
Full-time tuition & mandatory fees	\$6,452.88	\$6,494.40	\$41.52	0.64%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour)	\$446.59	\$446.59	\$0.00	0.00%
General Fee (per credit hour)	\$91.15	\$94.61	\$3.46	3.80%
ADDITIONAL GRADUATE FEES				
Master of Public Health¹ (per credit hour)	\$621.00	\$621.00	\$0.00	0.00%
Master of Fine Arts¹ (per credit hour)	\$570.00	\$570.00	\$0.00	0.00%
Nurse Anesthetist Program Fee² (per semester)	\$3,011.14	\$3,011.14	\$0.00	0.00%
Graduate Workshops (per credit hour)				
Resident	\$168.13	\$169.21	\$1.08	0.64%
Non-Resident	\$179.31	\$180.46	\$1.15	0.64%

1. The MPH and MFA fees are set by consortia of several Ohio public universities of which YSU is a member. MPH rates apply to related certificate programs.

2. Nurse Anesthetist fee is set by the St. Elizabeth Health Center School for Nurse Anesthetists.

YOUNGSTOWN STATE UNIVERSITY
Doctoral-Level Graduate Tuition & Fees

Fee Description	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-18 credit hours)	\$5,733.00	\$5,733.00	\$0.00	0.00%
General Fee (per semester, 12-18 credit hours)	\$1,093.80	\$1,135.32	\$41.52	3.80%
Full-time tuition & mandatory fees	\$6,826.80	\$6,868.32	\$41.52	0.61%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour)	\$477.75	\$477.75	\$0.00	0.00%
General Fee (per credit hour)	\$91.15	\$94.61	\$3.46	3.80%
ADDITIONAL DOCTORAL FEES				
Nurse Anesthetists Program Fee ¹ (per semester)	\$1,746.19	\$1,746.19	\$0.00	0.00%

1. Nurse Anesthetist fee is set by the St. Elizabeth Health Center School for Nurse Anesthetists.

YOUNGSTOWN STATE UNIVERSITY

Accelerated Online Programs¹

Fee Description	AY 2022 Actual	AY 2023		
		Proposed	\$ Change	% Change
Master of Business Administration				
In-state	\$13,500.00	\$13,500.00	\$0.00	0.0%
Non-resident	\$13,650.00	\$13,650.00	\$0.00	0.0%
Master of Science in Education				
In-state	\$12,450.00	\$12,450.00	\$0.00	0.0%
Non-resident	\$12,600.00	\$12,600.00	\$0.00	0.0%
Master of Science in Education, Educational Administration with Principal Licensure				
In-state	\$14,940.00	\$14,940.00	\$0.00	0.0%
Non-resident	\$15,120.00	\$15,120.00	\$0.00	0.0%
Doctor of Education, Education Leadership				
In-state	\$24,900.00	\$24,900.00	\$0.00	0.0%
Non-resident	\$25,200.00	\$25,200.00	\$0.00	0.0%
Registered Nurse to Bachelor of Science in Nursing²				
In-state	\$8,820.00	\$7,700.00	(\$1,120.00)	-12.7%
Non-resident	\$8,960.00	\$7,840.00	(\$1,120.00)	-12.5%
Master of Family Nurse Practitioner				
In-state	\$24,242.00	\$24,242.00	\$0.00	0.0%
Non-resident	\$24,472.00	\$24,472.00	\$0.00	0.0%
Master of Nursing Education				
In-state	N/A	\$15,120.00	New in AY 2023; program rate based on 36 credit hours.	
Non-resident	N/A	\$15,300.00		
Master of Adult Gerontology Acute Care				
In-state	\$23,715.00	\$23,715.00	\$0.00	0.0%
Non-resident	\$23,940.00	\$23,940.00	\$0.00	0.0%
Adult Gerontology Acute Care Post Masters Certificate				
In-state	\$19,499.00	\$19,499.00	\$0.00	0.0%
Non-resident	\$19,684.00	\$19,684.00	\$0.00	0.0%
Family Nurse Practitioner Post Masters Certificate				
In-state	\$19,499.00	\$19,499.00	\$0.00	0.0%
Non-resident	\$19,684.00	\$19,684.00	\$0.00	0.0%
Advanced placement FNP Certificate				
In-state (per credit)	\$527.00	\$527.00	\$0.00	0.0%
Non-resident (per credit)	\$532.00	\$532.00	\$0.00	0.0%
Advanced placement AGAC Certificate				
In-state (per credit)	\$527.00	\$527.00	\$0.00	0.0%
Non-resident (per credit)	\$532.00	\$532.00	\$0.00	0.0%
Educational Leadership Certificate				
In-state (per credit)	\$415.00	\$415.00	\$0.00	0.0%
Non-resident (per credit)	\$420.00	\$420.00	\$0.00	0.0%
Preceptor Technology Fee, per credit hour³	\$4.00	\$4.00	\$0.00	0.0%

1. Accelerated Online Programs are offered through YSU's agreement with Academic Partnerships. Rates are based on academic year, which begins summer or fall semester, depending on program curriculum. Unless otherwise noted, these amounts represent total program charges to enrolled students. The number of required credit hours varies by program.

2. Up to 19 additional general education credits may be required at \$350 per credit hour.

3. Fee applicable to programs that require specialized preceptor software, including Nurse Practitioner and Adult Gerontology programs.

YOUNGSTOWN STATE UNIVERSITY
Non-Resident Tuition Surcharge

Schedule 4

	FY 2022 Actual	FY 2023		
		Proposed	\$ Change	%Change
UNDERGRADUATE				
Affordable Tuition Advantage¹				
Part-time (per credit, 1-11 credits)	\$15.00	\$15.00	\$0.00	0.00%
Full-time (per semester, within bulk)	\$180.00	\$180.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$15.00	\$15.00	\$0.00	0.00%
GRADUATE²				
Affordable Tuition Advantage¹				
Below bulk-rate (per credit, 1-11 credits)	\$15.00	\$15.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$180.00	\$180.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$15.00	\$15.00	\$0.00	0.00%
If undergraduate degree conferred by an Ohio institution				
Below bulk-rate (per credit, 1-11 credits)	\$5.00	\$5.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$60.00	\$60.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$5.00	\$5.00	\$0.00	0.00%
Special Programs				
Master of Public Health				
Below bulk-rate (per credit, 1-11 credits)	\$5.00	\$5.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$60.00	\$60.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$5.00	\$5.00	\$0.00	0.00%
Master of Fine Arts				
Below bulk-rate (per credit, 1-11 credits)	\$5.00	\$5.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$60.00	\$60.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$5.00	\$5.00	\$0.00	0.00%
Accelerated Online Programs				
Undergraduate and Graduate				
Below bulk-rate (per credit, 1-11 credits)	\$5.00	\$5.00	\$0.00	0.00%
Within bulk-rate (per semester)	\$60.00	\$60.00	\$0.00	0.00%
Credits in excess of bulk (per credit)	\$5.00	\$5.00	\$0.00	0.00%

1. Prior to the 2021-22 academic year, the Affordable Tuition Advantage (ATA) rate was offered to non-resident students from certain nearby/border counties in, Pennsylvania, New York State and West Virginia. Effective fall 2021, the University assesses the ATA surcharge on all non-resident students.

2. Although the graduate bulk-rate band is 12-18 hours, graduate students are full-time for academic purposes at 6 credit hours and above.

YOUNGSTOWN STATE UNIVERSITY
Distance Education Program Fees

Fee Description	FY 2022 Actual	FY 2023		
		Proposed	S Change	% Change
UNDERGRADUATE, continuing students, non-Penguin Promise				
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-18 credit hours)	\$3,438.36	\$3,507.12	\$68.76	2.00%
Information Services Fee (per semester, 12-18 credit hours)	\$127.32	\$129.84	\$2.52	1.98%
Full-time tuition & mandatory fees	\$3,565.68	\$3,636.96	\$71.28	2.00%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour, 1-11 hours)	\$286.53	\$292.26	\$5.73	2.00%
Information Services Fee (per credit hour)	\$10.61	\$10.82	\$0.21	1.98%
GRADUATE				
BULK-RATE TUITION & MANDATORY FEES				
Instructional Fee (per semester, 12-18 credit hours)	\$5,359.08	\$5,359.08	\$0.00	0.00%
Information Services Fee (per semester, 12-18 credit hours)	\$127.32	\$129.84	\$2.52	1.98%
Full-time tuition & mandatory fees	\$5,486.40	\$5,488.92	\$2.52	0.05%
TUITION & MANDATORY FEES (outside bulk-rate)				
Instructional Fee (per credit hour, 1-11 hours)	\$446.59	\$446.59	\$0.00	0.00%
Information Services Fee (per credit hour)	\$10.61	\$10.82	\$0.21	1.98%
WEB-BASED PROGRAM				
Per Web-Based Course	\$100.00	\$100.00	\$0.00	0.00%

YOUNGSTOWN STATE UNIVERSITY
Short-Term Housing Charges FY2023*

	FY2022 Actual	FY 2023		
		Proposed	\$ Change	% Change
Room Options				
Weekly	N/A	\$250.00	New	New
Monthly	N/A	\$900.00	New	New
Meal Plan Options				
50-block meal plan	N/A	\$610.00	New	New
30-block meal plan	N/A	\$470.00	New	New
Sampler plan	N/A	\$155.00	New	New
Add-On Options				
Linen Package (per set)	N/A	\$25.00	New	New
Hospitality Basket	N/A	\$50.00	New	New
Summer Storage (per month)	N/A	\$50.00	New	New

*Short-term housing will be offered in Wick House during FY 2023.

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2022 Actual	FY 2023 Proposed	Change
ACT Test Fee	\$55.00	\$55.00	\$0.00
Career Services Fee, for continuing non-Penguin Promise Students			
Level 1 - Mandatory, Freshman and Sophomores (per credit hour)	\$1.75	\$1.75	\$0.00
Level 2 - Mandatory, Junior and Senior (per credit hour)	\$2.75	\$2.75	\$0.00
Check Replacement Fee	\$25.00	\$25.00	\$0.00
Child Preschool Lab Fee (per semester)	\$150.00	\$150.00	\$0.00
College Level Examination Program Test Fee (CLEP)	\$25.00	\$25.00	\$0.00
College Credit Plus per credit (<i>rates set by State of Ohio and subject to change</i>):			
In high school instruction by high school teacher	\$41.64	\$41.64	\$0.00
Online instruction by YSU faculty	\$83.28	\$83.28	\$0.00
On-campus instruction by YSU faculty	\$166.55	\$166.55	\$0.00
College Over Sixty Registration Fee	\$5.00	\$5.00	\$0.00
Computer-based Placement Re-Test Fee (per test)	\$20.00	\$20.00	\$0.00
Course Book, e-Book, and instructional materials	Variable	Variable	
Course Fees (per course) (name change in FY20, formerly Lab & Materials fees)			
Course Fee Level 1	\$35.00	\$35.00	\$0.00
Course Fee Level 2	\$50.00	\$50.00	\$0.00
Course Fee Level 3	\$65.00	\$65.00	\$0.00
Course Fee Level 4 (gross anatomy)	\$300.00	\$300.00	\$0.00
Course Fee Level 7	\$20.00	\$20.00	\$0.00
Course Fee Level 8	\$85.00	\$85.00	\$0.00
Course Fee Level 9	\$25.00	\$25.00	\$0.00
Course Fee Level 10 (nursing clinical)	\$200.00	\$200.00	\$0.00
Course Fee Level 11 (Co-Op)	\$350.00	\$350.00	\$0.00
Course Fee Level 12	\$300.00	\$300.00	\$0.00
Course Fee Level 13	\$100.00	\$100.00	\$0.00
Student Success (name change in FY 2021, formerly First Year Experience)	\$35.00	\$35.00	\$0.00
Credit by Examination (per credit)	\$20.00	\$20.00	\$0.00
Credit Card Convenience Fee (student accounts only)	2.85%	2.85%	\$0.00
Deferred Payment Fee (for employers)	\$50.00	\$50.00	\$0.00
Duplicate Diploma Fee	\$40.00	\$40.00	\$0.00
Equipment, Materials & Damage Replacement Fee	<i>Replacement value</i>		
Federal Background Check	\$28.00	\$28.00	\$0.00
Fingerprinting Web Check Fee (per occurrence)	\$37.00	\$37.00	\$0.00
Graduate Accelerated Program Fee	\$50.00	\$50.00	\$0.00
Graduate Student Application Fee	\$45.00	\$45.00	\$0.00
Graduation Fee	\$65.00	\$65.00	\$0.00
Health Center fee (pass-through to Mercy Health), mandatory flat fee	\$34.00	\$34.00	\$0.00
Honors College Fee (per semester)	\$25.00	\$25.00	\$0.00
Installment Plan Fee (maximum)	\$50.00	\$50.00	\$0.00
International Fees:			
International Student Program Fee (per semester, non-AP, non-online)	\$75.00	\$75.00	\$0.00
International Student Credential Evaluation Fee-Graduate	\$45.00	\$45.00	\$0.00
International Student Health Insurance (pass-through, set by insurance carrier)	Variable	Variable	\$0.00
International Student Transportation Fee	\$40.00	\$40.00	\$0.00
International Student Storage Fee	\$5.00	\$5.00	\$0.00
International Student Activities Fee	Variable	Variable	N/A
Placement & Supervision for Overseas Student Teaching	Variable	Variable	N/A
Internal Revenue Service / 1098T Fee (IRS penalty for incorrect name/SSN match)	\$100.00	\$100.00	\$0.00

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2022 Actual	FY 2023 Proposed	Change
Intramural Sports:			
Team Rate per sport	\$25.00	N/A	(\$25.00)
Individual - Single sport	N/A	\$5.00	New
Individual - Multi sport bulk rate	N/A	\$12.00	New
Jump Start (rates apply only to initial summer semester and select courses):			
One 1-credit lab	\$200.00	N/A program suspended	
One 3-credit course	\$500.00	N/A program suspended	
One 4-credit course	\$650.00	N/A program suspended	
One 5-credit course	\$850.00	N/A program suspended	
Late Graduation Application Fee (after 3rd week)	\$38.50	\$38.50	\$0.00
Late Payment Fee	\$50.00	\$50.00	\$0.00
Library Fines:			
Replacement Processing Fee	\$10.00	\$10.00	\$0.00
Overdue InterLibrary Loan Material (per day)	\$0.05	\$0.05	\$0.00
Overdue Maag/Depository Material (per day)	\$0.10	\$0.10	\$0.00
Overdue OhioLINK Material (per day)	\$0.50	\$0.50	\$0.00
Overdue Closed Reserve Material Daily Rental (per day)	\$0.55	\$0.55	\$0.00
Overdue Closed Reserve Material Hourly Rental (per hour)	\$0.55	\$0.55	\$0.00
Library Material Replacement Fee	Market Value	Market Value	\$0.00
Library Study Carrel Rental	\$25.00	\$25.00	\$0.00
OhioLINK Material Replacement Fee	\$110.00	\$110.00	\$0.00
SearchOhio (OhioLINK partner) Overdue fine (per day)	\$0.50	\$0.50	\$0.00
SearchOhio (OhioLINK partner) Material Replacement Fee	\$25.00	\$25.00	\$0.00
MAT Test Fee	\$90.00	\$90.00	\$0.00
NCAA Permissible Expenses	Variable	Variable	N/A
Ohio Attorney General Payment / Collections Fee	Variable	Variable	\$0.00
Parking & Transportation Fees			
Transportation Fees, Non-Penguin Promise Undergrad. Students, per semester:			
Fall & Spring terms, mandatory for students enrolled in 6 or more credits	\$115.00	\$115.00	\$0.00
Fall & Spring terms, optional permit for students enrolled in less than 6 credits	\$115.00	\$115.00	\$0.00
Summer term, mandatory for students enrolled in 6 or more credits	\$58.00	\$58.00	\$0.00
Summer term, optional permit for students enrolled in less than 6 credits	\$58.00	\$58.00	\$0.00
Parking Permit Fees, Penguin Promise/Graduate/Doctoral Students:			
Optional commuter permit, per semester	\$45.00	\$45.00	\$0.00
Optional overnight permit, per semester	\$90.00	\$90.00	\$0.00
Parking Permit Fees, Other Miscellaneous:			
Employees, per semester	\$85.00	\$85.00	\$0.00
Contract employees, per semester, Fall & Spring	\$160.00	\$160.00	\$0.00
Contract employees, Summer term	\$103.00	\$103.00	\$0.00
Control Card Replacement	\$5.00	\$5.00	\$0.00
Visitors, Daily/Special Event (per day)	\$5.00	\$5.00	\$0.00
Visitors, Weekly/Special Event (per week)	\$18.00	\$18.00	\$0.00
Parking Violations:			
Class I (minor violation, 1st offense)	\$25.00	\$25.00	\$0.00
Class I (minor violation, 2nd offense)	\$30.00	\$30.00	\$0.00
Class I (minor violation, 3rd offense)	\$35.00	\$35.00	\$0.00
Class II (major violations)	\$100.00	\$100.00	\$0.00
Class III (legal violations)	\$250.00	\$250.00	\$0.00
PC Data Recovery Service Fee	\$100.00	\$100.00	\$0.00
PC Remediation Service Fee	\$75.00	\$75.00	\$0.00

YOUNGSTOWN STATE UNIVERSITY
Other Fees, Charges and Fines

Schedule 7

Fee Description	FY 2022 Actual	FY 2023 Proposed	Change
Peace Officers Training Academy	\$300.00	\$300.00	\$0.00
Photo I.D. Replacement Charge	\$25.00	\$25.00	\$0.00
Physical Therapy Doctoral Acceptance Deposit	\$500.00	\$500.00	\$0.00
Proficiency Examination (per course)	\$45.00	\$45.00	\$0.00
Program Fees:			
Bachelor of Arts in Telecommunications Studies (per course)	\$35.00	\$35.00	\$0.00
Bachelor of Fine Arts - Studio Art Program (per credit course)	\$29.00	\$29.00	\$0.00
Bachelor of Science in Engineering (per student-per semester)	\$50.00	\$50.00	\$0.00
Master of Business Administration (per credit hour)	\$50.00	\$50.00	\$0.00
Master of Accountancy (per credit hour)	\$50.00	\$50.00	\$0.00
Applied / Performance Music (per credit hour course)	\$75.00	\$75.00	\$0.00
Reading Tutoring Fee	\$38.00	\$38.00	\$0.00
Returned Check or Credit Card Fee	\$30.00	\$30.00	\$0.00
Rich Autism Center Pre-School Program (per week)	\$125.00	\$125.00	\$0.00
Student Code of Conduct Fines for Violations:			
Failure to attend conduct hearing	\$25.00	\$25.00	\$0.00
Failure to complete disciplinary sanction	\$25.00	\$25.00	\$0.00
Restitution for lost/stolen/damaged property	\$50.00	\$50.00	\$0.00
Alcohol abuse violation - 1st offense	\$75.00	\$75.00	\$0.00
Alcohol abuse violation - 2nd offense	\$125.00	\$125.00	\$0.00
Alcohol abuse violation - 3rd+ offense	\$175.00	\$175.00	\$0.00
Drug/controlled substance abuse violation - 1st offense	\$100.00	\$100.00	\$0.00
Drug/controlled substance abuse violation - 2nd offense	\$150.00	\$150.00	\$0.00
Drug/controlled substance abuse violation - 3rd+ offense	\$250.00	\$250.00	\$0.00
Violation for violent or threatening behavior	\$150.00	\$150.00	\$0.00
Violation for theft	\$150.00	\$150.00	\$0.00
Violation for weapons	\$150.00	\$150.00	\$0.00
Violation for drugs sales or distribution	\$250.00	\$250.00	\$0.00
Other violations	up to \$250	up to \$250	\$0.00
Student Locker Rental (per year)	\$25.00	\$25.00	\$0.00
Study Abroad Fees:			
Individual Study Abroad	\$75.00	\$75.00	\$0.00
Faculty-led Study Abroad (various, based on actual travel costs)	Variable	Variable	N/A
Technology Equipment Loaner Fee	\$50.00	\$50.00	\$0.00
Thesis Binding Fee	\$25.00	\$25.00	\$0.00
Transcript Fee	\$6.00	\$6.00	\$0.00
Transcript Rush Fee (same-day processing)	\$12.00	\$12.00	\$0.00
Transcript Rush Fee (overnight express)	\$35.00	\$35.00	\$0.00
Undergraduate Application Fee (first time applicant)	\$45.00	\$45.00	\$0.00
Web-based course fee (for students not in a web-based program)	\$100.00	\$100.00	\$0.00
Youngstown Early College (per credit hour)	\$118.55	\$123.05	\$4.50

YOUNGSTOWN STATE UNIVERSITY
Fee Waivers

Waiver	Fee Waived	Amount Waived per credit hour	Adjusted Rate with Waiver
Reduced Non-Resident Surcharge for graduate students who earned an undergrad degree at an Ohio university.	Non-Resident Surcharge	\$10.00	\$5.00
Distance Education	General Fee	\$61.67	\$0.00
Youngstown Early College	Blended to create special YEC rate	\$241.70	\$123.05
Reduced Non-Resident Surcharge for specialized programs: *Masters of Fine Arts *Masters of Public Health *Accelerated Online Programs	Non-resident Surcharge	\$10.00	\$5.00



**YOUNGSTOWN
STATE
UNIVERSITY**

**RESOLUTION TO APPROVE
INTERFUND TRANSFERS**

WHEREAS, University Policy Number 3356-3-11.1, Budget Transfers, requires Board of Trustees approval for inter-fund transfers of \$100,000 or more for operating purposes or for any purpose other than a specific capital improvement project, for capital improvements or construction projects of \$500,000 or more, and for transfers out of operating reserves regardless of amount; and

WHEREAS, certain accounting and budget adjustments and transfers outside the operating budget are necessary during the course of a fiscal year and at the end of a fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfer of funds, as detailed in Exhibit __.

**Board of Trustees Meeting
March 3, 2022
YR 2022-**



YOUNGSTOWN STATE UNIVERSITY
Interfund Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for Third Quarter 2022

FROM	TO	AMOUNT	REASON
Parking Services Plant Reserve (Auxiliary Plant Fund)	West of Fifth and Commerce Street Parking Lots	\$800,000	To fund parking lot projects on West and Southwest perimeters of campus.
Parking Services Plant Reserve (Auxiliary Plant Fund)	M-30 Parking Renovations	\$750,000	To fund renovation project.

YOUNGSTOWN STATE UNIVERSITY
Budget to Actual Comparison for the University General Fund
For the 6-month period of 7/1/21 - 12/31/21

FY2022 Revenue 2nd Quarter, 12/31/21	Fiscal Year 2022		Actual as a % of Budget	Business Indicator	Actual Compared to Prior Year
	Budget	Actual			
Tuition and mandatory fees	\$ 91,521,002	\$ 83,506,022	91.2%	●	↓
Other tuition and fees	9,413,282	9,673,303	102.8%	●	↓
Student charges	867,800	642,413	74.0%	●	↓
State appropriations	44,571,389	22,189,222	49.8%	●	↑
Recovery of indirect costs	2,996,413	907,579	30.3%	●	↑
Investment income	2,555,414	2,458,923	96.2%	●	↑
Other income	1,074,700	462,988	43.1%	●	↑
Total	\$ 153,000,000	\$ 119,840,450	78.3%	●	↓

● On/Above target

● Caution

● Warning

FY2022 Expenses 2nd Quarter, 12/31/21	Fiscal Year 2022		Actual as a % of Budget	Business Indicator	Actual Compared to Prior Year
	Budget	Actual			
Wages	\$ 71,697,555	\$ 35,334,839	49.3%	●	↑
Benefits	26,900,894	16,318,515	60.7%	●	↑
Scholarships	13,688,625	9,711,998	70.9%	●	↑
Operations	15,465,099	8,239,986	53.3%	●	↑
Plant & maintenance	8,000,906	3,899,552	48.7%	●	↑
Fixed asset purchases	251,084	77,182	30.7%	●	↑
Transfers	16,995,837	17,049,473	100.3%	●	↓
Total	\$ 153,000,000	\$ 90,631,545	59.2%	●	↑

● On/Below target

● Caution

● Warning

YSU Capital Projects Summary:

Board Projects Update 1/28/2022

Projects in Progress:

Greenhouse Renovations
YSU 2122-18

\$420k (Gift Funds) YSU Staff. Hudson Construction.

This project will be a modest renovation of the greenhouse area at the south end of Ward Beecher. The third bay of the greenhouse will be cleaned out, the floor filled in, and the existing HVAC removed and replaced. Also, finishes to the corridor and supports spaces will be upgraded. **Project is mostly complete except for HVAC equipment.**

Elevator Safety Repairs and Replacements
YSU 2122-08

\$1.5M (Capital Funds) Domokur.

Several elevators on our campus will be upgraded and/or replaced including Jones Hall, Phelps, Beeghly Center and Kilcawley Center. This project was developed by Domokur Architects along with YSU staff and is currently underway for a Fall completion.

Projects Currently at Controlling Board:

- Excellence Training Center Roof - \$320,000 - Boak and Sons.

RFQ's Posted to OFCC Website for Design Services:

- None at this time.

Projects Currently Advertised for Bids:

- Watson Team Center - \$2.4M - Bids open February 23, 2022
- Utility Distribution Upgrades/Expansion - \$2.1M - Bids open February 23, 2022.
- Building Envelope Renovations - \$2.1M - Bids Open February 9, 2022.

Projects in Development for 2022:

Excellence Training Center Roof
YSU 1718-20RR

\$300k (Capital Funds) SSOE.

This project will replace the roof on the original, existing part of the building along Commerce Street. This project will start in the early Spring for a May completion.

Building Envelope Renovations
YSU 2122-06

\$2.1M (Capital Funds) Perspectus Architects.

This project will address several deferred maintenance issues related to building exteriors. Due to age and weather, exterior building concrete will spall and deteriorate, brick will become loose, cracks will form, etc. This project will address these issues making the buildings safer, more air and water tight, and thus, more energy efficient. This project will begin in Spring 2022 and be complete by mid-September.

Utility Distribution Upgrades/Expansion
YSU 2122-07

\$2.1M (Capital Funds) GPD Group.

This project will address several deferred maintenance issues within the campus utility distribution system. Utility tunnels will be repaired along with replacement of piping within the tunnels. Above ground ventilation structures will also be repaired. An electrical loop will also be installed to offer pathway redundancy. This project is currently out for competitive bidding and will be complete by September 2022.

Moser Hall Renovations Phase 1
YSU 2122-21

\$1.3M (Capital Funds) YSU Staff.

This project will address several deferred maintenance issues within Moser Hall while at the same time giving the building interior a fresh appearance. This project is being developed by YSU staff and will start in the Spring of 2022 for a Fall completion.

Watson Team Center
YSU 2122-19

\$2.4M (Gift/Philanthropy Funds) YSU Staff.

This project will convert the former Flower Shop on Rayen Avenue into the Watson Team Center. This project is out for competitive bidding and will start in the Spring of 2022 for an August completion.

Fok Hall Renovations
YSU 2122-20

\$150k (Local Funds) YSU Staff.

This project will address accessibility issues with the west entrance and the main floor restroom. The west entryway will be widened, and a new entry ramp will be constructed while the restroom on the main floor will be renovated and made fully accessible. This project will start Spring 2022 and will be complete for Fall Semester.

Parking Deck Renovations
YSU 2122-04

\$1.0M (Local Funds) Walker Consultants.

This project will focus on the M30 parking deck and will address several deferred maintenance and preventative maintenance items. This project will start in the late Spring of 2022 for an August completion.

Lyden House Restroom Renovations
YSU 2122-23

\$600k (Local Funds) Olsavsky Jaminet.

This project will renovate restrooms in Lyden House to address several leaks and deferred maintenance items. This project will start in late Spring 2022 and be complete before student move-in this fall.

<https://businessjournaldaily.com/commentary-using-local-businesses-boosts-mahoning-valley-economy/>

Wednesday, December 15, 2021 Staff

Commentary: Using Local Businesses Boosts Mahoning Valley Economy

By Guy Coviello, President & CEO of the Youngstown/Warren Regional Chamber

YOUNGSTOWN, Ohio — Hats off to Warren City Schools and Superintendent Steve Chiaro for using a weighted rating system that leads to hiring local architects, engineers and builders for construction projects.

Formulas created by economic experts peg the multiplier effect of construction projects at 13 to 17 times over 10 years. That means Warren City Schools' most recent decision to hire a Valley contractor to build a \$15 million recreational/wellness center will result in approximately \$225 million of trickle-down economic impact pumped into the Valley.

If spent on out-of-town vendors, this multiplier effect – income used to pay mortgages, rent, tuition, groceries, entertainment, utilities, services, fuel, etc. – happens elsewhere, not here.

Every decision-maker in the Valley, public or private, for profit or nonprofit, should adopt this practice. And whether or not this practice is exercised should be a primary consideration when it comes time to vote on tax levies, award philanthropic support and conduct personal business.

We have in the past several years witnessed too many stewards of local organizations and taxpayer dollars hire out-of-town companies for construction projects. While we might benefit slightly from cups of coffee, lunches or an occasional gasoline fill-up purchased by outside vendors, millions of dollars flow to the architects', engineers' and builders' home communities.

This is not limited to construction, either. When local organizations fail to use local in any industry – banking, financial management, accounting, you name it – we all lose.

Meanwhile, many of those making these decisions, from schools and community centers to libraries, foundations and the like, have no qualms about asking the locally owned

professional companies to make donations, sponsor events, buy fundraising bricks or commit time serving on voluntary boards and commissions.

I can't remember the last time I saw an outside company advertising in a local high school sports program or newspaper, buying tickets to local charity fundraisers or sponsoring local teams.

There are rare occasions when a service requires highly specialized expertise that can't be found in the region. That's when hiring outside the Valley is justified. But for the vast majority of projects, our region possesses extraordinary talent, well-qualified companies and overall capabilities to compete with anyone in the nation.

These hiring decisions also impact brain drain. Sending the message to our youth that services provided by a company in Cleveland, Pittsburgh or Columbus must be better also sends a message that our youth must take their talents to those communities to be successful.

Of course, that's bunk. In fact, we've noticed that many times outside firms, often large with hefty marketing budgets that help make them look superior, assign their youngest, least-experienced people to projects here. The veteran talent is reserved for projects in the firms' hometowns.

In 2022, the Youngstown/Warren Regional Chamber will explore ways to celebrate those who follow the example set by Warren City Schools Superintendent Chiaro and his team.

Yes, quality of work is paramount. Yes, cost is a serious consideration. But overall economic impact of local versus outside should always be part of the equation.

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