



Board of Trustees Committee Meetings

Minutes

Youngstown State University - Board of Trustees
Mar 3, 2021 at 11:00 AM EST

@ Chestnut Room, Kilcawley Center (noticed as a place-based meeting: a virtual connection will be available)

The Committees of the Youngstown State University Board of Trustees met March 3, 2021, in the Chestnut Room of Kilcawley Center and through the Cisco WebEx video application.

Attendance

Members Present:

Charles T. George, John R Jakubek, Joseph J. Kerola, Galatiani G. Lopuchovsky, Anita A. Hackstedde, M.D., Michael A. Peterson, Molly S. Seals, Eric A. Spiegel, Victoria M. Woods

Members Present (Remote):

Capri S. Cafaro, Helen Lafferty

Members Absent:

Allen L. Ryan, Jr., J.D., James E. "Ted" Roberts, J.D.

Guests Present:

Carol Bennett, Claire Berardini, Heather Chunn, Ron Cole, John Colla, Chet Cooper, Hillary Fuhrman, Ann Gardner, John Hyden, Holly Jacobs, Nicole Kent-Strollo, Cindy Kravitz, Paul McFadden, Neal McNally, Kelli Miller, Greg Morgione, Ross Morrone, Jennifer Oddo, Sarah Parker, Jennifer Pintar, Joy Polkabra-Byers, Elaine Ruse, Mike Sherman, David Sipusic, Brien Smith, Ron Strollo, Shannon Tirone, James P. Tressel, Mark Weir, Rich White

I. Meeting Schedule - March 3 & 4, 2021

March 3 2021 Meeting Schedule

 [YSU Board of Trustees Meeting Schedules for March 3 and 4, 2021.pdf](#)

II. Board Committee Listing

 [Board Committee Membership Listing 2020-2021.pdf](#)

III. GOVERNANCE COMMITTEE

Anita A. Hackstedde, Chair

John R Jakubek, Vice Chair

All Trustees Are Members

The meeting started at 11 a.m. with the Pledge of Allegiance.

A. Disposition of the Minutes for the Previous Meeting

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

B. Old Business

No old business

C. Committee Items

1. Governance Committee Consent Agenda Items

No consent agenda items

2. Governance Committee Discussion Items

- a. YSU Future State Conversation (Presenters: Mike Sherman, Vice President for Institutional Effectiveness & Board Professional)

 [Future State Conversation #2.pdf](#)

Sherman updated the board on the YSU Future State Conversations. The second in the series of campus conversations took place virtually on Feb. 19, with a third scheduled for April 23. He made the point that the YSU Future State Conversations, and the reports that follow related to an Enrollment Marketing Communication Strategy and 2021 - 2022 Enrollment Actions directly align with Goals and Strategies associated with the Plan for Strategic Actions to Take Charge of Our Future.

- b. Enrollment Marketing Communication Strategy (Presenters: Shannon Tirone, Associate Vice President for University Relations; , Ross Morrone, Director of Marketing)

 [Enrollment Marketing Process Collaborations with Colleges.pdf](#)

Tirone and Morrone outlined a plan with several colleges and departments on campus to improve marketing and communications to prospective and admitted students. "The goal is enrollment, but the real goal is engagement," Tirone said.

- c. 2021 - 2022 Enrollment Actions (Presenters: Elaine Ruse, Associate Vice President for Admissions & Business Services)

 [Enrollment Actions Fall 2021.pdf](#)

Ruse reported on various enrollment initiatives in place for Fall Semester 2021, including virtual and in-person campus visits and tours, outreach calls/emails/texts/mailings, virtual visits to high school/college fairs/school counselor groups, as well as various YSU-led events like Penguin Preview Days, School Counselor Day and Experience Y Days. She noted there will be a focus on students who are strong candidates to attend YSU but who have not yet committed to YSU also noting that this will be a year for decisions being made later than ever before; thus, continuing engagement with such strong candidates is essential. The focus is to increase the number of student who commit and attend Orientation as the matriculation rate for those students is greater than 90%.

- d. Nomination of Officers of Youngstown State University Board of Trustees for 2021-2022 (Chairperson, Vice Chairperson, Secretary)

The committee nominated the following Board of Trustees officers for 2021-22:

- Chair – John R. Jakubek (nominated by Mr. George)
- Vice chair – Charles T. George (nominated by Dr. Jakubek)
- Secretary – Molly S. Seals (nominated by Dr. Hackstedde)

- e. Nomination of National/Global Trustee, Mr. Eric Spiegel

The committee also nominated Eric Spiegel to serve a second, three-year term as a National/Global Trustee.

3. Background Materials

No Report

D. New Business

No new business.

E. Adjournment

The meeting adjourned at 11:26 a.m.

IV. ACADEMIC EXCELLENCE AND STUDENT SUCCESS COMMITTEE

James E. "Ted" Roberts, Chair

Allen L. Ryan, Jr., Vice Chair

All Trustees are Members

Dr. Chet Cooper, ex officio, chair, Academic Senate

The meeting commenced at 11:26 a.m. In Trustee Roberts' absence, Board Chair Hackstedde chaired the committee meeting.

A. Disposition of Minutes for Meeting Held December 2, 2020

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.


B. Old Business


No old business


C. Committee Items


1. Academic Excellence and Student Success Action Agenda Items

- a. Resolution to Modify Honorary Degrees and Commencement Speakers Policy, 3356-10-05 (Presenters: Brien N. Smith, Provost and Vice President, Academic Affairs)

 [Explanation for 3356-10-05 Honorary Degrees and Commencement Speakers.pdf](#)

 [Resolution to Modify 3356-10-05 Honorary Degrees and Commencement Speakers.pdf](#)

 [REDLINED 3356-10-05 Honorary Degrees and Commencement Speakers.pdf](#)

 [CHG ACCPT 3356-10-05 Honorary Degrees and Commencement Speakers.pdf](#)


Motion:

To Approve Resolution to Modify Honorary Degrees and Commencement Speakers Policy, 3356-10-05

Motion moved by John R Jakubek and motion seconded by Joseph J. Kerola. Approved unanimously

- b. Resolution to Modify Intellectual Property Rights Policy, 3356-10-18 (Presenters: Brien N. Smith, Provost and Vice President, Academic Affairs)

 [Explanation for 3356-10-18.pdf](#)

 [Resolution to Modify 3356-10-18 Intellectual Property Rights.pdf](#)

 [REDLINE 3356-10-18 Intellectual Property Rights.pdf](#)

 [CHG ACCPT 3356-10-18 Intellectual Property Rights.pdf](#)

Motion:

To Approve Resolution to Modify Intellectual Property Rights Policy, 3356-10-18

Motion moved by Joseph J. Kerola and motion seconded by John R Jakubek. Approved unanimously

- c. Resolution to Authorize Conferral of Honorary Degree (Presenters: Brien N. Smith, Provost and Vice President for Academic Affairs)

 [RESOLUTION to Authorize Conferral of Honorary Degree.pdf](#)

 [Harold Danko Biographical Sketch.pdf](#)

Motion:

To Approve Resolution to Authorize Conferral of Honorary Degree

Motion moved by John R Jakubek and motion seconded by Molly S. Seals. Approved unanimously

2. Academic Excellence and Student Success Discussion Items

- a. Academic Partnerships Initiative (Presenters: Jennifer Pintar, Associate Provost for Academic Administration)

 [Academic Partnerships Update BOT.pdf](#)

Pintar updated the board on the university's activities with Academic Partnerships to expand marketing to and recruitment of students for online academic programs and degrees. The first AP-led program at YSU, the RN-BSN program, launched in October 2019 with 36 students. So far, 637 students have enrolled in AP-led programs at YSU, which Pintar said is "dramatically more than what we expected." Pintar also recalled for the Committee the extensive consultations that occurred before engaging with Academic Partnerships and noted the high level of engagement by the faculty in the associated programs. Neal McNally, vice president for Finance and Administration, said the increased enrollment has resulted in \$1.8 million revenue.

- b. Student Success Seminar Fall 2020 Outcomes (Presenters: Claire Berardini, Associate Provost for Student Success)

 [Student Success Seminar Update Fall 2020 to Spring 2021.pdf](#)

Berardini updated trustees on the university's Student Success Seminar Initiative. The initiative includes the introduction this past fall of the YSU Success Seminar, a course for new freshmen aimed at helping increase GPAs and first-year retention. "The early outcomes are certainly promising," she said. For example, students in the Success Seminar were retained at a much higher rate (86.4 percent vs 76.3 percent) than those who did not complete the Seminar. Berardini also reported significant impact for African American freshmen - 86.3 percent in the Seminar were retained compared to 42.9 percent not in the Seminar.

- c. Academic Program Enhancement and Effectiveness Initiative Update (Presenters: Brien N. Smith, Provost and Vice President, Academic Affairs, Mike Sherman, Vice President, Institutional Effectiveness and Board Professional)

 [Academic Program Enhancement & Effectiveness Initiative.pdf](#)

Provost Smith and Vice President Sherman updated the board on the ongoing Academic Program Enhancement and Effectiveness Initiative. The initiative, which involves faculty, academic senators, department chairs and deans across the university, is a review of all academic programs with the goal to identify which programs to grow, sustain, adjust or sunset. The provost will have final recommendations in June. He said his preliminary findings identify 22 programs to grow, 47 to sustain, 14 to adjust, 17 to further review and 25 to further discuss. Twenty-eight proposed new programs are also under review. Sherman said "the goal is to determine what is the best academic portfolio for YSU for a sustainable future." Smith added, "This is not about targeting things that are not working; it's about getting better."

- d. Diversity, Equity & Inclusion, Institute for Teaching and Learning, and Professional Development Strategy (Presenters: Brien Smith, Vice President for Academic Affairs & Provost)


Provost Smith reported on Equity and Inclusion, the Institute for Teaching and Learning, and Professional Development Strategy. He recognized Carol Bennett, assistant provost of Diversity, Equity and Inclusion; Hillary Fuhrman, assistant provost for Teaching and

Learning; and Rosalyn Donaldson, director of IT Training Services. Each made brief remarks regarding their missions and activities and how they integrate with each other. “The leadership of these three individuals cannot be overstated,” Smith said.

- e. Academic Senate Update (Presenters: Chester R. Cooper, Chairperson, Academic Senate)

Cooper updated the board on activities of the Academic Senate. He invited trustees to tune in to the Senate’s new podcast, which most recently featured a discussion with Provost Smith. He also reported that the Senate recently developed a common syllabus and extended the credit-no credit option for the Summer Semester. At the board’s meetings in December, Cooper announced that he and the provost were reconvening the Excellence Steering Committee to reevaluate shared governance on campus. Cooper said the committee has met and determined that more effective and broad communication and trust is needed to improve shared governance.

3. Background Materials

- a. Office of Research Services Quarterly Report
 [Quarter 2 FY-21 Office of Research Services Quarterly Report.pdf](#)
- b. Current Accreditation Activity
 [Current Accreditation Activity March 2021.pdf](#)
- c. Academic Programs Update
 [Academic Programs Updates March 2021.pdf](#)
- d. Sabbatical and Faculty Improvement Leaves for AY 2021-2022
 [Sabbatical and Faculty Improvement Leaves March 2021.pdf](#)
- e. Research Professorship List
 [Research Professorship List for 2021-2022.pdf](#)
- f. Spring 2021 Enrollment Summary
 [Preliminary Headcount Enrollment Summary 14th Day Spring 2021 \(Reflects the adjusted Academic Program Structure\).pdf](#)

D. New Business

No new business

E. Adjournment

The meeting adjourned at 1:05 p.m.

V. INSTITUTIONAL ENGAGEMENT COMMITTEE

Molly S. Seals, Chair

Allen L. Ryan, Jr., Vice Chair

All Trustees are Members

The meeting commenced at 1:05 p.m.

A. Old Business

No old business

B. Disposition of Minutes for the Previous Meeting

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

C. Committee Items

1. Institutional Engagement Agenda Action Item

- a. Resolution to Accept WYSU Memberships (Presenters: Shannon Tirone, Associate Vice President of University Relations)

The Board of Trustees will accept 835 memberships from WYSU totaling \$225,058 through the second quarter of Fiscal Year 2021.

 [RESOLUTION to Accept WYSU Memberships.pdf](#)

 [WYSU Summary, FY2021, 7-1-20 thru 12-31-20.pdf](#)

 [WYSU Summary, FY2020, 7-1-19 thru 12-31-19.pdf](#)

Motion:


To Approve Resolution to Accept WYSU Memberships

Motion moved by John R Jakubek and motion seconded by Joseph J. Kerola. Approved unanimously

2. Institutional Engagement Discussion Items


- a. Center for Workforce Education & Innovation and Excellence Training Center (Presenters: Jennifer Oddo, Executive Director, Strategic Workforce Education and Innovation, David Sipusic,

Associate General Counsel for Research and Executive Director Excellence Training Center)

 [Center for Workforce Education & Innovation and Excellence Training Center.pdf](#)

Oddo and Sipusic updated the board on their work. Oddo oversees the new [YSU Center for Workforce Education and Innovation](#), which includes the Excellence Training Center, the IT Workforce Accelerator (in partnership with IBM), Energy Storage and Innovation Training Center and General Business support. Sipusic reported on the 54,000-square-foot Excellence Training Center, now under construction on the south end of campus. “An amazing structure that brings hope and promise” is how he described the facility. ETC will provide high-tech space for machining, metrology, CT scanning, advanced mold making, additive manufacturing and automation/robotics. Construction is funded through \$7 million from the state and \$5.1 million from the U.S. Economic Development Administration, with \$1 million in operational funding from the Ohio Department of Higher Education. “Now we have to deliver the results,” President Jim Tressel added.

- b. Government Relations & Research Matrix (Presenters: David Sipusic, Associate General Counsel for Research and Executive Director Excellence Training Center)

 [Government Relations & Research Matrix as of February 8, 2021.pdf](#)

Sipusic reported on several government relations and research activities at YSU, including work with Oak Ridge National Labs to designate YSU as a hybrid manufacturing spoke, Lordstown Motors Co./Ultium/LG Chem on workforce training and research, Drive Ohio to establish a state autonomous vehicle conference in Youngstown, IBM to develop IT apprenticeship programs, and many others.

- c. YSU Foundation Quarterly Gift Report (Presenters: Paul McFadden, President YSU Foundation)

The YSU Foundation received 2,123 outright gifts and 57 pledges totaling \$5,100,040.92, pledge payments totaling \$3,374,634.42 and 4 new planned gift commitments totaling \$943,794.00 for the second quarter of Fiscal Year 2021.

 [YSUF - Oct 2020 - Dec 2020 Quarterly Gift Report.pdf](#)

McFadden and Heather Chunn, vice president, reported on second quarter fiscal year 2021 fundraising: 2,123 outright gifts and 57 pledges totaling \$5.1 million, pledge payments totaling \$3.37 million and four new planned gift commitments totaling \$944,794.


- d. YSU Foundation We See Tomorrow Campaign Update

 [We See Tomorrow Campaign through February 28, 2021.pdf](#)

Chunn reported that the \$125 million “We See Tomorrow” campaign now stands at \$116 million and 31,315 gifts, including 37 gifts of \$1 million or more and 43 gifts of \$100,000 or more from out-of-town donors.

McFadden also reported on three namings: the Samuel A. and Judy B. Roth Reception Area in the Excellence Training Center (\$500,000); the Jim and Melissa DiBacco Family Leadership Center in Stambaugh Stadium (\$300,000); and the James and Coralie Centofanti School of Nursing in the Bitonte College (\$1.5 million).

- e. The President James P. Tressel Endowed Chair in Leadership and Proposal for the Creation of The James P. Tressel Institute of Leadership and Teamwork

 [James P. Tressel Endowed Chair in Leadership and Proposal for the Creation of The James P. Tressel Institute of Leadership and Teamwork.pdf](#)

McFadden reported on the new President James P. Tressel Endowed Chair in Leadership, established via a \$1.6 million gift from nine members of the YSU Foundation Board of Trustees. McFadden said plans are in place to also create the James P. Tressel Institute of Leadership and Teamwork.

3. Background Materials

- a. Alumni and Events Significant Upcoming Events

 [Alumni & Events Significant Upcoming Events - March 2021.pdf](#)

- b. Safety Kit Distribution

 [New Covid Kit Distribution Report.pdf](#)

- c. Youngstown State University Foundation Naming Recognition

 [YSU Foundation - Naming Recognition Update March 2021.pdf](#)

D. New Business

Trustee Seals reminded the committee about the virtual Spring Commencement ceremony in May. That prompted a discussion about plans for the event. Shannon Tirone, associate vice president for University Relations, said that changes in state COVID-19 guidelines now make it possible for YSU and other universities to consider in-person commencement ceremonies. As a result, YSU's preliminary plan now is to hold commencement on Saturday, May 8 at Stambaugh Stadium. More details to come.

E. Adjournment

The meeting adjourned at 1:46 p.m. Trustees took a break for lunch.

VI. INVESTMENT SUBCOMMITTEE

Capri S. Cafaro, Chair

Charles T. George, Vice Chair

Allen L. Ryan, Jr.

Joseph J. Kerola

Victoria M. Woods

The meeting commenced at 2:15 p.m.

A. Disposition of Minutes for Meeting Held December 2, 2020

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.


B. Old Business

No old business

C. Committee Item

1. Investment Subcommittee Discussion Items

- a. Annual Disclosure of Trustees Relationships with University-Affiliated Financial Institutions (Presenters: Neal McNally, Vice President for Finance and Business Operations)

 [Disclosure of Relationships with Financial Institutions Form 2021.pdf](#)

McNally reminded trustees that university policy requires them to disclose relationships, beyond the ordinary customer

relationships, with financial institutions involved with the university's non-endowed and endowment funds. Completed statements are due June 30, 2021.

- b. March 3, 2021 Quarterly Portfolio Asset Allocation and Investment Performance Review (Presenters: Sarah Parker and John Colla, Clearstead)

 [Clearstead - March BOT Performance Report 03-03-2021.pdf](#)

Parker and Colla presented the quarterly portfolio asset allocation and investment performance review. Parker said they feel “cautiously optimistic” about the market moving forward. Colla said they have no recommended changes to the university's portfolio. Parker also reported on the growth of socially-responsible investing, with \$12 trillion invested in responsible investing strategies in 2018 alone. She said they have no recommendations for YSU, but “we just wanted to let you know that we're being asked about this much more by our clients.”

2. Investment Subcommittee Action Item

- a. No Action Item(s) this quarter.

3. Background Materials

- a. No Background Item(s) this quarter.

D. New Business

No new business

E. Adjournment

The meeting adjourned at 2:41 p.m.

VII. AUDIT SUBCOMMITTEE

Michael A. Peterson, Chair

Molly S. Seals, Vice Chair

John R. Jakubek

James E. "Ted" Roberts

Galatiani G. Lopuchovsky

The meeting commenced at 2:41 p.m.

- A. Disposition of Minutes for Meeting Held December 2, 2020

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

B. Old Business

No old business

C. Committee Items

1. Audit Subcommittee Discussion Items

- a. Audit Matrix Open Audit Recommendations Update (Presenters: Kelli L. Miller, Director, Internal Audit)

This matrix tracks the progress of the implementation of recommendations for improvement or correction made by internal and external auditors.

 [Audit Timeline Matrix Report.pdf](#)

Miller presented a matrix that tracks the progress of the implementation of recommendations for improvement or correction made by internal and external auditors.

- b. FY21 Second Quarter Internal Audit Plan Update (Presenters: Kelli L. Miller, Director, Internal Audit)

 [FY21 Q3 Audit Plan Quarterly Update.pdf](#)

- c. Anonymous Reporting Hotline Stats Update (Presenters: Kelli L. Miller, Director, Internal Audit)

 [FY21 Third Quarter Hotline Statistics Update.pdf](#)

- d. Enterprise Risk Management Update (Presenters: Kelli L. Miller, Director, Internal Audit)

Verbal report.

- e. Single Audit Report (Presenters: Katrena Davidson, Controller)

 [YSU Single Audit Report FY2020.pdf](#)

2. Audit Subcommittee Action Items

No action items

3. Background Materials

- a. WYSU-FM Annual Report

Annual audited report on financial information for WYSU-FM.

 [WYSU-FM YSU Annual Report.pdf](#)

D. New Business

No new business

E. Adjournment

The meeting adjourned at 2:54 p.m.

VIII. FINANCE AND FACILITIES COMMITTEE

Michael A. Peterson, Chair

Capri S. Cafaro, Vice Chair

All Trustees are Members

The meeting commenced at 2:55 p.m.

A. Disposition of Minutes for Meeting Held December 2, 2020

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

B. Old Business

No old business

C. Committee Items

1. Finance and Facilities Consent Agenda Items

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

Motion:


To approve four resolutions on the Consent Agenda.





Motion moved by Molly S. Seals and motion seconded by Joseph J. Kerola.
Approved unanimously

- a. Resolution to Modify Reduction/Refund of Tuition and Fees Policy, 3356-3-02.1 (Presenters: Neal McNally, Vice President for Finance and Business Operations)


 [Resolution to Modify - Reduction-Refund of Tuition & Fees.pdf](#)

 [REDLINED 3356-3-02.1 Reduction - Refund of Tuition & Fees.pdf](#)

 [CHG ACCPT 3356-3-02.1 Reduction - Refund of Tuition & Fees.pdf](#)

- b. Resolution to Modify University Facilities - Use, Priorities, and Fees Policy, 3356-4-03 (Presenters: Neal McNally, Vice President for Finance and Business Operations)
 -  [Resolution to Modify - University Facilities – Use, Priorities, & Fees.pdf](#)
 -  [REDLINE 3356-4-03 University Facilities - Use Priorities & Fees.pdf](#)
 -  [CHG ACCPT 356-4-03 University Facilities - Use Priorities & Fees.pdf](#)
 - c. Resolution to Modify Acquisition of Real Estate Policy, 3356-4-05 (Presenters: Greg Morgione, Associate General Counsel)
 -  [Resolution to Modify - Acquisition of Real Estate.pdf](#)
 -  [REDLINE 3356-4-05 Acquisition of Real Estate.pdf](#)
 -  [CHG ACCPT 3356-4-05 Acquisition of Real Estate.pdf](#)
 - d. Resolution to Modify Identity Theft Red Flags Policy, 3356-4-14 (Presenters: Neal McNally, Vice President for Finance and Business Operations)
 -  [Resolution to Modify - Identity Theft Red Flags.pdf](#)
 -  [REDLINE 3356-4-14 Identity Theft Red Flags.pdf](#)
 -  [CHG ACCPT 3356-4-14 Identity Theft Red Flags.pdf](#)
2. Finance and Facilities Action Items
- a. Resolution to Approve Changes to Student Fees (Presenters: Neal P. McNally, Vice President for Finance and Business Operations)
 -  [Resolution to Modify AP Online MSN Tech Fee - Changes for Certain Student Fees.pdf](#)

Motion:
To Approve the Resolution for Changes to Student Fees.

Motion moved by Charles T. George and motion seconded by John R Jakubek. Approved unanimously
 - b. Resolution to Approved Interfund Transfers (Presenters: Katrena Davidson, Controller)
 -  [Resolution to Approve Interfund Transfers.pdf](#)
 -  [Interfund Transfer Report 12-31-20.pdf](#)

Motion:

To Approve the Resolution for Interfund Transfers.

Motion moved by Charles T. George and motion seconded by Joseph J. Kerola. Approved unanimously

3. Finance and Facilities Discussion Items

- a. Quarterly Update on the FY 2021 Operating Budget (Presenters: Neal McNally, Vice President for Finance and Business Operations)

 [Budget to Actual 12-31-20.pdf](#)

McNally updated the fiscal year 2021 operating budget, including a budget-to-actual report showing that all revenue and expenditure indicators on or above target through the second quarter. He also reported that Gov. DeWine recently announced a return to pre-COVID-19 levels of state funding, resulting in \$3.5 million more in state dollars for YSU. “This is very good news,” he said, noting that the university will use \$2 million to fill 20 to 25 faculty positions for next Fall Semester. McNally said federal COVID-19 relief funds have also had a positive impact on the university’s budget, and will continue to do so. He said an estimated \$17 million in additional federal COVID-19 funds is expected to be allocated to YSU, \$5 million of which will go to student financial aid. The administration will ask the campus to submit proposals and ideas on projects for the funding. But he cautioned: “We really can’t stress enough the temporary nature of these funds” and that they are one-time investments.

- b. Plan to Refund Existing Debt Obligations Related to Series 2010 and 2011 Bonds (Presenters: Neal McNally, Vice President for Finance and Business Operations)

 [Debt Obligations - YSU Series 2021 Financing Timeline.pdf](#)

 [Debt Obligations - PNC Underwriting Projections.pdf](#)

McNally reported on the plan to refund existing debt obligations related to Series 2010 and 2011 bonds totaling \$33 million (WATTS Center, athletics fields west of Fifth Avenue, Courtyard Apartments). He said that, due to good interest rates in the municipal bond market, the action could save an estimated \$6.7 million through 2034, when the debt is scheduled to retire.

- c. Planning and Construction Projects Update (Presenters: John Hyden, Associate Vice President, University Facilities, Rich White, Director, Planning and Construction)

 [Construction Projects Update - March 2021.pdf](#)

Hyden and White updated the board on ongoing construction projects on campus, including the Excellence Training Center (completion April 2021) and Fedor Hall renovations (complete June 2021). They also reported on projects in development, including renovations to the Edmund J. Salata Complex, Cushwa Hall (Physical Therapy), Parking Decks and Ward Beecher Hall. Projects in development for 2022 include building envelope renovations, utility distribution upgrades/expansions, Moser Hall renovations, elevator safety repairs and replacements, IT infrastructure upgrades and renovations to the Lincoln Building.

- d. Report of Audit Subcommittee (Presenters: Michael A. Peterson)

A verbal report of the Audit Subcommittee will be presented.

In Trustee Peterson's absence, Trustee Molly Seals reported.

- e. Report of Investment Subcommittee (Presenters: Capri S. Cafaro)

A verbal report of the Investment Subcommittee will be presented.

4. Background Materials

- a. Budget and Interfund Transfers for the Quarter Ending December 31, 2020, Reportable under Policy Number 3356-3-11.1, Budget Transfers

 [Interfund Transfer Report 12-31-20.pdf](#)

- b. Diversity and EDGE Spend Report

 [Diversity & Edge Spend Report FY2021 Second Quarter.pdf](#)

D. New Business

No new business.

E. Adjournment

The meeting adjourned at 3:16 p.m.

IX. UNIVERSITY AFFAIRS COMMITTEE

Charles T. George, Chair

Capri S. Cafaro, Vice Chair

All Trustees are Members

The meeting commenced at 3:30 p.m.

- A. Disposition of Minutes for Meetings Held November 20, 2020; and December 2, 2020

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

- B. Old Business

No old business

- C. Committee Items

- 1. Intercollegiate Athletics Action Item

- a. Resolution to Ratify Personnel Actions (Presenters: Ron Strollo, Executive Director, Athletics)

University policies require that the Chief Human Resources Officer provide a summary of appointments, promotions, and other personnel actions intercollegiate athletics staff and coaching positions, for October 16, 2020, through January 15, 2021. Personnel actions for intercollegiate athletics staff and coaching are contingent upon approval of the Board of Trustees.

 [Resolution to Ratify Personnel Actions - Athletics.pdf](#)

 [Board Summary Personnel Actions 1-15-21 - Athletics.pdf](#)

 [Personnel Appointments - March 2021 - Athletics.pdf](#)

Motion:

To Approve the Resolution to Ratify Personnel Actions.

Motion moved by Joseph J. Kerola and motion seconded by John R Jakubek. Approve unanimously

- 2. Intercollegiate Athletics Discussion Item

- a. Overview on Intercollegiate Athletics (Presenters: Ron Strollo, Executive Director, Athletics)

 [Overview of Intercollegiate Athletics - March 2021.pdf](#)

Strollo reviewed several 10-year “snap shot” reports regarding Intercollegiate Athletics, including enrollment, housing, GPAs,

graduation rates, attendance, wins, scholarships, revenue, institutional funding and Title IX.

3. University Affairs Consent Agenda Items

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


Motion:

To approve two items on the Consent Agenda.

Motion moved by Anita A. Hackstedde, M.D. and motion seconded by Joseph J. Kerola. Approved unanimously

- a. Resolution to Modify and Retitle Externally Funded Professional/Administrative Staff Policy, 3356-7-43 (Presenters: Cynthia Kravitz, Associate Vice President & Chief Human Resources Officer)


 [Resolution to Modify & Retitle - Externally Funded PA Staff.pdf](#)


 [REDLINED 3356-7-43 Externally Funded Professional - Administrative Staff.pdf](#)

 [CHG ACCPT 3356-7-43 Externally Funded Professional - Administrative Staff.pdf](#)

- b. Resolution to Modify and Retitle Acting/Interim Appointments of University Administration Policy, 3356-9-10 (Presenters: Cynthia Kravitz, Associate Vice President & Chief Human Resources Officer)


 [Resolution to Modify & Retitle - Acting-Interim Appts. of University Administrators.pdf](#)

 [REDLINED 3356-9-10 Acting - Interim Appointments of University Administrators.pdf](#)


 [CHG ACCPT 3356-9-10 Acting - Interim Appointments of University Administrators.pdf](#)

4. University Affairs Action Items

- a. Resolution to Modify and Retitle Public Use of University Grounds for Expressive Activity Policy, 3356-4-21 (Presenters: Holly Jacobs, Vice President for Legal Affairs and Human Resources)

 [Explanation of the Modification to University Policy - Public Use of University Grounds for Expressive Activity.pdf](#)

 [Resolution to Modify & Retitle - Public Use of University Grounds for Expressive Activity.pdf](#)

 [REDLINE 3356-4-21 Public Use of University Grounds for Expressive Activity.pdf](#)

 [CHG ACCPT 3356-4-21 Public Use of University Grounds for Expressive Activity.pdf](#)

Motion:

To Approve the Resolution to Modify and Retitle Public Use of University Grounds for Expressive Activity Policy, 3356-4-21.

Motion moved by Molly S. Seals and motion seconded by John R Jakubek. Approved unanimously


- b. Resolution to Approve the Reclassifications of Personnel:
(Presenters: James P. Tressel, President)


Joy Polkabra Byers to Associate Vice President for Student Experience


Elaine Ruse to Associate Vice President for Student Enrollment and Business Services

Nicole Kent-Strollo to Dean of Students and Ombudsperson

 [Resolution For Reclassification of Polkabra Byers; Ruse; Kent-Strollo - March 2021 BOT.pdf](#)

 [Polkabra-Byers, Joy - AVP Student Experience Job Description.pdf](#)

 [Ruse, Elaine - AVP Student Enrollment & Business Services Job Description.pdf](#)

 [Kent-Strollo, Nicole - Dean of Students and Ombudsperson Job Description.pdf](#)

President Tressel reported that, with the departure of Vice President Eddie Howard, the Division of Student Affairs has been realigned into three units: The Office of Student Experience (Housing and Residence Life, Student Activities, Campus Recreation and Student Well-being, Veterans Affairs, and Auxiliary Services (Kilcawley Center)), the Office of Student Enrollment and Business Services (Undergraduate Admissions and Financial Aid and Scholarships) and the new Office of the Dean of Students (Student Outreach and Support, Student Counseling Services, and Community Standards, Advocacy and Conduct). In turn, the duties

and responsibilities of the Vice President for Student Experience have been expanded into three separate positions: Associate VP for Student Experience (Polkabila-Byers), Associate VP for Student Enrollment and Business Services (Ruse) and Dean of Students and Ombudsperson (Kent-Strollo).

Motion:

To Approve Resolution for Reclassifications of Personnel.

Motion moved by John R Jakubek and motion seconded by Anita A. Hackstedde, M.D. Approved unanimously

- c. Resolution to Ratify Personnel Actions (Presenters: Cynthia Kravitz, Associate Vice President & Chief Human Resources Officer)

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 October 16, 2020, through January 15, 2021. Personnel actions for faculty and professional/administrative staff are contingent upon approval of the Board of Trustees.

 [RESOLUTION to Ratify Personnel Actions.pdf](#)

 [Board Summary 1-15-21 PA & Faculty.pdf](#)

 [PA & Faculty Personnel Appointments - March 2021 BOT.pdf](#)

Motion:

To Approve the Resolution to Ratify Personnel Actions.

Motion moved by Anita A. Hackstedde, M.D. and motion seconded by John R Jakubek. Approved unanimously

5. University Affairs Discussion Items

- a. Diversity Committee Update (Presenters: Ann Gardner, Assistant Director, Office of the General Counsel)

 [Workforce Diversity Committee Update.pdf](#)

Gardner updated the board on the Workforce Diversity Committee, formed in Fall 2020 to increase diversity in the faculty ranks. The committee's preliminary report, titled "Strategies to Increase Faculty Diversity at YSU," shows that while 16 percent of the Mahoning Valley population is Black and 6.5 percent is Hispanic/Latinx, only 7 percent of YSU's faculty is Black and only 1

percent is Hispanic/Latinx. There are no Black or Hispanic/Latinx department chairs or deans. On the other hand, Black students make up nearly 9 percent of the student body, and Hispanic/Latinx students about 4.5 percent. The 20-page report includes four recommendations: increased outreach, networking and advertising of all open faculty positions to Historically Black Colleges and Universities, Hispanic Serving Institutions, professional organizations (i.e. Society of Black Engineers), Black and Hispanic/Latinx alumni; implementation of a Search Advocacy Program to promote equity, validity and diversity in faculty searches; new hiring practices for part-time faculty that include designated search committees and applicant interviews to include questions on their commitment to and understanding of diversity, equity and inclusion; and new measures to increase the diversity of instructors in the Peace Officer Training Academy.

- b. Affirmative Action Plan (Presenters: Mark Weir, Director, Equal Opportunity and Policy Compliance)

 [Affirmative Action Plan - March 2021 - Power Point Report.pdf](#)

 [Affirmative Action Plan - March 2021 - Narrative Report.pdf](#)

Weir presented the YSU Affirmative Action Plan 2020 Annual Report. The report showed that 277 of the university's 2,073 employees, or 13 percent, are minority/people of color. Among other things, the AAP calls for increasing the number of minority chairs or directors from four currently to 15, and to increase minorities in faculty positions to about 25 percent, Weir said. Trustee Eric Spiegel said he was alarmed by the low minority representation, especially in the faculty ranks.

- c. Litigation, Personnel and Collective Bargaining Update (Presenters: Holly Jacobs, Vice President for Legal Affairs and Human Resources)

Verbal report.

A summary of current litigation and personnel matters, as well as a collective bargaining update.

Motion:

That the Board of Trustees of Youngstown State University enter Executive Session to consider the appointment, employment,

dismissal, discipline, promotion, demotion and/or compensation of one or more university employees, pursuant to O.R.C. §121.22 (G) (1); to review collective bargaining negotiations with university employees concerning their compensation or other terms and conditions of their employment, pursuant to O.R.C. §121.22 (G) (4) and to confer with legal counsel concerning matters that are the subject of pending or imminent court action, pursuant to O.R.C. 121.22 (G)(3).

Motion moved by Anita A. Hackstedde, M.D. Roll call: Yes - Trustees Hackstedde, Jakubek, Seals, Cafaro, George and Kerola; No - none.

The committee entered Executive Session at 4:32 p.m.

The committee exited Executive Session and reconvened in open session at 5:36 p.m.

6. Background Materials

a. Human Resources Update

This report will provide an update on current accomplishments and priorities for moving forward with Human Resources Department operations; and provide the status of all Unfair Labor Practices, Grievances and Arbitrations.

 [Human Resources Update March 2021.pdf](#)

b. Human Resources Update on Position Searches


This report will provide a list of all searches in progress.

 [Current Position Postings 1-15-21.pdf](#)

c. Classified Civil Service Personnel Actions

This is a summary of all personnel actions approved by the Chief Human Resources Officer serving as the appointing authority for classified staff.

 [Classified Civil Service Personnel Actions 1-15-21.pdf](#)


 [Classified Civil Service Personnel Appointments - March 2021.pdf](#)

d. Report on Search Waivers


 [EOPDTIX Search Waiver Report March 2021.pdf](#)

e. Diversity Committee Update

 [Diversity Report 2-19-2021.pdf](#)

 [Diversity Update - YSU Preliminary 14th Day Enrollment Fall Terms by Minority & Ethnicity.pdf](#)

 [Diversity Update - Summary of Faculty Demographics.pdf](#)

 [Diversity Update - How to Do a Better Job of Searching for Diversity Chronicle of Higher Edu..pdf](#)

D. New Business

Motion:

To approve the resolution to extend the contract of the Provost and Vice President for Academic Affairs through June 30, 2025.

Motion moved by Molly S. Seals and motion seconded by John R Jakubek.
Approved unanimously

**YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES RESOLUTION TO
EXTEND THE CONTRACT OF THE PROVOST AND VICE PRESIDENT FOR ACADEMIC
AFFAIRS THROUGH JUNE 30, 2025**

WHEREAS, Dr. Brien K. Smith has effectively led and supported the success of the academic enterprise and of the university, having collaborated to develop the Plan for Strategic Actions to Take Charge of Our Future (The Plan), and led efforts that effectively responded to the circumstances associated with COVID-19 including supporting the success of faculty transitioning to on-line teaching while instigating the engagement of the Institute for Teaching and Learning to assure the quality of instruction, having already led a focused effort to increase the institution's online offerings of academic programs serving the workforce needs of the region; and

WHEREAS, President James P. Tressel recommends the extension of the current contract term to assure the continuity in academic affairs leadership to assure the integrity of the Academic Program Enhancement and Effectiveness Initiative including adjustments to the academic program portfolio, as well as the viability of Youngstown State University as a Future State of academic vibrancy, regional vitality, and financial sustainability is developed; and

WHEREAS, the position of Provost and Vice President for Academic Affairs is eligible for a multiple-year appointment pursuant to University Policy 3356-9-01;

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of Youngstown State University extends the contract of Dr. Brien K. Smith as Provost and Vice President for Academic Affairs through June 30, 2025 considering that there will

be annual assessment of the academic program portfolio and enterprise consistent with the Enhancement and Effectiveness Initiative and continued consideration of the organization of the Office of Academic Affairs and academic leadership; and

BE IT FURTHER RESOLVED, that the Board of Trustees anticipates as Provost and Vice President for Academic Affairs, Dr. Smith will focus on: implementing The Plan in collaboration with the Division of Institutional Effectiveness focused on student success and academic effectiveness; working with the Academic Senate to transform General Education in the context of Youngstown State University alumni being engaged in their work and in their community as well as ensuring curricular efficiency; continuing to foster shared governance in accordance with Board adopted Resolution (2018-23); enhancing interactions and collaborations with all university leadership areas that are communicated institution-wide; assuring a continued focus on diversity, equity, and inclusion as an institutional priority; and stimulating and enabling engagement with the community to support workforce development and thereby, regional vitality.

Board of Trustees Meeting

March 4, 2021

YR 2021-

E. Adjournment

X. EXECUTIVE COMMITTEE

Anita A. Hackstedde, Chair

John R. Jakubek, Vice Chair

James E. "Ted" Roberts

Molly S. Seals

Michael A. Peterson

Charles T. George

A. Disposition of the Minutes for the Previous Meeting

Draft copies of the minutes of the committee's meeting held December 2, 2020, were provided to the trustees prior to the meeting. There being no corrections, additions or deletions thereto, the minutes of the meetings were approved as provided.

B. Old Business

Appointment of Assistant to the Secretary to the Board

C. Committee Items

1. Executive Committee Action Item

a. Presidential Employment Contract

Motion:

To Approve the Fourth Presidential Employment Agreement Extension and Third Amendment with Youngstown State University President James P. Tressel.

Motion moved by Molly S. Seals and motion seconded by John R Jakubek. Unanimously approved

RESOLUTION TO APPROVE FOURTH PRESIDENTIAL EMPLOYMENT AGREEMENT EXTENSION AND THIRD AMENDMENT WITH YOUNGSTOWN STATE UNIVERSITY

PRESIDENT JAMES P. TRESSEL

WHEREAS, the Board of Trustees of Youngstown State University approved the Presidential Employment Agreement ("Presidential Employment Agreement") executed by President James P. Tressel ("President") and the Board's Chairperson on December 1, 2016 with an effective date of July 1, 2017; and

WHEREAS, the President's salary has remained the same since his first employment contract effective June 20, 2014, and

WHEREAS, the Presidential Employment Agreement provides for three (3) one-year renewals at the mutual option of the Board and the President; and

WHEREAS, the Board and the President entered into a First Presidential Employment Agreement Extension (July 1, 2018 - June 30, 2019), and a Second Presidential Employment Agreement Extension and Amendment (July 1, 2019 - June 30, 2020), and a Third Presidential Employment Agreement Extension and Second Amendment (July 1, 2020 – June 30, 2021); and

WHEREAS, President Tressel has shown exceptional leadership during his tenure as President of Youngstown State University and the Board of Trustees recognizes his many accomplishments; and

WHEREAS, the Board of Trustees and President Tressel have met pursuant to *Section 3.0 Term of Appointment; Extension* of the Presidential Employment Agreement to discuss an extension; and

WHEREAS, the Board of Trustees and President Tressel mutually desire to extend and amend the Presidential Employment Agreement pursuant to Section 3.1 of the Presidential Employment Agreement; and

WHEREAS, the Executive Committee of the Board of Trustees is recommending the approval of the Fourth Presidential Employment Agreement Extension and Third Amendment.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the Fourth Presidential Employment Agreement Extension and Third Amendment and authorizes the Board's Chairperson to execute same, shown as **Exhibit** _ attached hereto.

Board of Trustees Meeting

March 4, 2021

YR2021

**FOURTH PRESIDENTIAL EMPLOYMENT AGREEMENT EXTENSION
AND THIRD AMENDMENT**

This FOURTH PRESIDENTIAL EMPLOYMENT AGREEMENT EXTENSION AND THIRD AMENDMENT (“Agreement”) is made by and between the Board of Trustees of Youngstown State University (the “Board”) and James P. Tressel (the “President”) and

is effective as of the _____ **day of** _____, 2021 (the “Effective Date”).

RECITALS:

WHEREAS, the Board and the President entered into a Presidential Employment

Agreement effective as of July 1, 2017 with an Initial Term ending June 30, 2018 (“Presidential

Employment Agreement”); and

WHEREAS, the President’s salary has remained the same since his first employment

contract effective June 20, 2014; and

WHEREAS, the Board and the President entered into a First Presidential Employment

Agreement Extension (July 1, 2018 - June 30, 2019), a Second Presidential Employment

Agreement Extension and Amendment (July 1, 2019 - June 30, 2020), and a Third Presidential

Employment Agreement Extension (July 1, 2020 – June 30, 2021); and

WHEREAS, the Board and the President mutually desire to extend and amend the Presidential Employment Agreement, as set forth below.

NOW, THEREFORE, the parties agree as follows:

1. Mutual Extension

The Board and the President mutually agree to extend the Presidential Employment

Agreement. Commencing July 1, 2021, the Presidential Employment Agreement shall continue

until terminated by either party by providing at least one hundred eighty (180) days prior written

notice to the other party.

2. Compensation

Section 4.1 of the Presidential Employment Agreement is amended so that effective July

1, 2021, the University shall pay the President an annual base salary of Three Hundred Seventy-

Five Thousand Dollars (\$375,000.00).

3. Effect of this Agreement

This Fourth Presidential Employment Agreement Extension and Third Amendment is

made pursuant to Section 3.1 of the Presidential Employment Agreement, and except as expressly

stated herein, all other terms and conditions of the Presidential Employment Agreement, including any amendments thereto, shall remain the same and in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective

Date first above written.

BOARD OF TRUSTEES OF

YOUNGSTOWN STATE UNIVERSITY

ANITA A. HACKSTEDDE, CHAIRPERSON

JAMES P. TRESSEL, PRESIDENT

2. Executive Committee Discussion Item

a. Presidential Goals

3. Background Materials

 [2021 YSU Board of Trustees Schedule.pdf](#)

D. New Business

No new business

E. Adjournment

