

MEMO TO: DR. DAVID A. GENAWAY, Librarian
DR. VERNON F. HAYNES, President, YSU-OEA
MS. TINA WENTZ, President, YSU-ACE
MS. LYNNE R. HOWELL, President, YSU-APAS
MS. LORI A. FACTOR, Exec. Director, YSU Alumni Assoc.

FROM: FRANKLIN S. BENNETT, JR.
Secretary to the Board of Trustees

DATE: December 11, 1995

RE: Minutes of Regular Meeting of the Board of Trustees held
on September 8, 1995

I enclose a photocopy of the original Minutes of the Regular Meeting of the Youngstown State University Board held on September 8, 1995.

The original Minutes were approved, signed and attested at today's meeting of the Board of Trustees.

xc: Dr. Leslie H. Cochran, President
Dr. James J. Scanlon, Provost
Ms. Shirley A. Carpenter, Executive Director - Human Resources

MINUTES OF REGULAR MEETING
OF
BOARD OF TRUSTEES
OF
YOUNGSTOWN STATE UNIVERSITY

Tod Administration Building
Friday, September 8, 1995

Pursuant to notice duly given, a regular meeting (the one hundred and seventy-fourth) of the Board of Trustees of Youngstown State University convened at 3:00 P.M., Friday, September 8, 1995, in the Board Room in Tod Administration Building.

Eight Trustees were present at the meeting, to-wit: Mr. Richard P. McLaughlin, Chairperson of the Board, who presided, Mr. Martin J. O'Connell, Mr. Edward A. Flask, Mr. Mark E. Lyden, Mr. Bruce R. Beeghly, Mrs. Eugenia C. Atkinson, Mr. George J. Limbert and Mr. Joseph S. Nohra. Dr. Y. T. Chiu was absent. Also present were Student Trustees Janet L. Gbur and Nader G. Atway.

Also present were: Dr. Leslie H. Cochran, President; Dr. James J. Scanlon, Provost; Dr. G. L. Mears, Executive Vice President; Dr. Charles A. McBriarty, Special Assistant to the President; Dr. Cynthia A. Anderson, Vice President - Student Affairs; Dr. Gordon Mapley, Associate Provost for Academic Administration; Ms. Shirley A. Carpenter, Executive Director - Human Resources; Mr. Richard L. Glunt, Executive Director - Budget and Finance; Mr. James McCollum, Executive Director - University Relations; Mr. James D. Miller, Executive Director - Administrative Services; Mr. Vern Snyder, Executive Director - University Development; Dr. Harold Yiannaki, Executive Director - Enrollment Services; Ms. Sandra L. Denman, University General Counsel, and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 25 persons, including deans, members of the faculty, students, administrators and members of the news media.

The Chairperson called the meeting to order.

ITEM I - OATH OF OFFICE TO TRUSTEE RUTH Z. WILKES.

The Chairperson reported that Governor Voinovich had appointed Mrs. Ruth Z. Wilkes as a Trustee for the term expiring May, 2002, and that Governor Voinovich had appointed Ms. Janet L. Gbur and Nader G. Atway as Student Trustees for the terms expiring in 1996 and 1997, respectively. The Chairperson requested the Secretary to the Board to administer the Oath of Office to Mrs. Wilkes, Ms. Gbur, and Mr. Atway. Thereupon, the Secretary administered the Oaths, and Mrs. Wilkes, Ms. Gbur, and Mr. Atway took their seats with the Board of Trustees.

ITEM II - PROOF OF NOTICE OF MEETING.

Evidence was available to establish that on August 30, 1995, the Secretary hand delivered and mailed notice of the meeting to each of the nine Trustees, the Student Trustees, and to the President. The Secretary also mailed copies of the notice to the presidents of the YSU-OEA, YSU-ACE, and YSU-APAS, to the Director of the YSU Alumni Association.

ITEM III - DISPOSITION OF MINUTES FOR REGULAR MEETING HELD JUNE 23, 1995.

Prior to the meeting, the Secretary had mailed draft copies of the minutes of the Board's regular meeting held on June 23, 1995, to each Trustee, the Student Trustees, and to the President. Upon motion made by Mr. Beeghly, seconded by Mr. Lyden, the Board unanimously adopted the minutes of the regular meeting of June 23, 1995, as mailed.

ITEM IV - RECOMMENDATION OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Cochran explained that the University retains ownership rights to intellectual property created with University resources. Only the Board of Trustees may relinquish the University's ownership rights to such property. Dr. Cochran briefly described a pending controversy in which the University had a potential claim of ownership in intellectual property. Dr. Cochran recommended that the University relinquish and assign any actual or potential ownership interest it may have in the matter to the Aluminum Extrusion Network of the Greater Mahoning Valley. Upon motion made by Mr. O'Connell, seconded by Mr. Lyden, all of the Trustees present, with Mr. McLaughlin abstaining, voted affirmatively for the adoption of the following resolution:

Resolution Assigning and Transferring
Intellectual Property Rights

YR 1996-01

WHEREAS, Dr. Yean-Jeng Huang ("Huang") was engaged by the YSU-Technology Development Corporation ("TDC") in various capacities from January, 1992 until September, 1994; and

WHEREAS, during the time of his engagement with the TDC, Huang conducted certain research and other work at the College of Engineering, and may have used other University resources and facilities; and

WHEREAS, Huang's research was intended to benefit activities and programs of the Alumni-

num Extrusion Network of the Greater Mahoning Valley, Inc. ("AEN"), an Ohio Not-for-Profit Corporation; and

WHEREAS, Huang's work during the time of his engagement with the TDC may have resulted in the development or enhancement of certain discoveries or inventions, as described in Ohio Revised Code Section 3345.14, including computer software and trade secrets ("Intellectual Property"); and

WHEREAS, the University has evaluated such potential Intellectual Property and any ownership interest the University may have with respect to such Intellectual Property; and

WHEREAS, based upon this evaluation, the Board of Trustees of Youngstown State University has determined that it is in the best interest of the University to assign and transfer any actual or potential ownership interest in such Intellectual Property to the AEN.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University, pursuant to Ohio Revised Code Section 3345.14 and Article IV of the Policies of the Board of Trustees, does hereby assign and transfer any actual or potential ownership interest the University has or may have with respect to any Intellectual Property that may have been developed by Huang during the course of his engagement with the TDC, to the AEN.

The motion having passed unanimously, with one abstention, the Chairperson declared the motion carried, and the resolution adopted.

ITEM V - REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Cochran provided the following informational reports:

1. Institutional Priorities for 1995-96. Dr. Cochran distributed a document entitled "Institutional Priorities for 1995-96," a copy of which is attached to these minutes. Dr. Cochran explained that the 13 Strategies identified in the document were developed in an eighteen-month process. Dr. Cochran stated that the deans and vice presidents have codified specific action items in their areas to meet the Strategies.

2. Formation of Leadership Teams. Dr. Cochran distributed a document entitled "Leadership Teams," a copy of which is attached to these minutes. Dr. Cochran explained that, traditionally, universities have established a broad array of committees and task forces to address issues, issue advice, and make recommendations. The committee approach, while sometimes successful, almost always results in a process which is labor- and time-intensive.

Dr. Cochran stated that, in recent years, business and industry have adopted a different approach in which teams are charged to bring about change in a more aggressive manner. Such teams are composed of individuals affected by the scope of the team. The team members are expected to demonstrate their talents or technical skills, not represent a particular view. The team's focus is on accomplishing specific objectives rather than issuing recommendations that reflect a consensus.

Dr. Cochran reported that he has assigned five 1995-96 Leadership Teams in the areas of Campus 2000; Careers, Advisement, Placement Service (CAPS); Electronic Campus; Enrollment Center; and Personnel Policies and Procedures.

3. Divisional and College-Based Budgeting. Dr. Cochran distributed a document entitled "Divisional and College-Based Budgeting," a copy of which is attached to these minutes. Dr. Cochran discussed the benefits associated with the decentralization of the budgeting process, and introduction of incentives for effective budgeting by the divisions.

ITEM VI - APPROVAL OF BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS.

YR 1996-02

Mr. McLaughlin distributed a list of the 1995-96 Board committee assignments (a copy of which is attached to these minutes), and explained that the Board's Bylaws require Board approval of committee assignments. Upon motion made by Mr. Beeghly, seconded by Mr. O'Connell, the Board unanimously approved the 1995-96 committee assignments, as distributed.

ITEM VII - REPORTS OF THE COMMITTEES OF THE BOARD OF TRUSTEES.

The Board considered the following committee reports and recommendations:

1. Academic Affairs Committee

Dr. Scanlon provided a staff report. Referring to Dr. Cochran's earlier report on Institutional Priorities for 1995-96, Dr. Scanlon described the academic division's plans regarding four of the thirteen identified Strategies. With respect to

Strategy One, "Enhance Community Leadership and Partnership," Dr. Scanlon discussed the partnerships established with the Youngstown and Liberty school districts. With respect to Strategy Five, "Integrate Teaching, Scholarship and Service," Dr. Scanlon discussed efforts toward development of grant opportunities and field-based student experiences. With respect to Strategy Six, "Implement Outcomes Assessment, New Procedures, and Programs that Improve Effectiveness," Dr. Scanlon stated that the academic assessment plan submitted to the North Central Association in June would be implemented by clearly defining the educational outcomes for each academic program, and by establishing means to modify programs in response to assessment. With respect to Strategy Seven, "Extend Program Development Activities," Dr. Scanlon described efforts to obtain Regents' approval for the new master's degree programs in nursing and in health and human services administration.

The Chairperson recognized Mrs. Atkinson, Chairperson of the Academic Affairs Committee, who stated that the Academic Affairs Committee had one resolution for consideration. She then moved for adoption of the following Resolution:

Resolution to Ratify
Conferral of Honorary Degrees

YR 1996-03

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify the conferral of a Doctor of Humane Letters (L.H.D.) degree, honoris causa, upon Mr. Donald Cagigas with all the rights and privileges attendant thereto.

The motion was seconded by Mr. Beeghly. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

2. Affirmative Action Committee

Ms. Barbara Bacon, Director of Affirmative Action, provided a staff report. Ms. Bacon announced the continuation of the minority work program, and reported that YSU Foundation funding for the program has been increased from \$25,000 to \$40,000 in 1995-96.

The Chairperson recognized Mr. O'Connell, Chairperson of the Affirmative Action Committee, who stated that the Affirmative Action Committee had no matters for consideration by the Board.

3. Budget and Finance Committee

Dr. Mears provided an overview of the 1995-96 annual budget document. Using overhead transparencies, Dr. Mears discussed the areas of reduction in the budget, including vacant positions, the Early Retirement Incentive Program for qualifying employees under the Public Employees Retirement System, instructional reductions, and reductions in athletics and reserves.

Dr. Mears described the areas of priority investment considered in the preparation of the budget, including elimination of use of reserves, student scholarships, maintenance/utilities/fixed costs, library/Ohio Link, gender equity in athletics, the Electronic Campus project, and other areas.

Dr. Mears stated that the budget is built on a projected Fall quarter enrollment of 13,700. 1995-96 Current General Fund expenditures are budgeted to be \$84.3 million, with instructional activities accounting for 54.2%, institutional support 11.9%, plant operation and maintenance 9%, academic support 8.5%, student services 8.3%, and all others for approximately 8%. State subsidy accounts for 49.4% of budget revenue, tuition for 41.5%, and all other sources for 9.1%. The total number of YSU employees is budgeted to decrease by 1% to 1,668, while student employees will increase by 5%. Employee compensation is budgeted at \$68.0 million, with salaries of \$53.2 million and fringe benefits of \$14.8 million.

Following Dr. Mears report, the Chairperson recognized Mr. Lyden, Chairperson of the Budget and Finance Committee, who stated that the Budget and Finance Committee was recommending one resolution for adoption by the Board. He then moved for adoption of the following Resolution:

Resolution Concerning Fiscal Year 1995-96 Annual Budget

YR 1996-04

WHEREAS, the proposed Fiscal Year 1995-96 Annual Budget has been reviewed by the Budget and Finance Committee of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Fiscal Year 1995-96 Annual Budget for Youngstown State University as presented to the Budget and Finance Committee be approved; and that approval includes:

1. Salaries for OPBA members, exempt classified civil service staff, exempt professional/administrative staff, YSU-OEA members and YSU-ACE members shall be as included in the

subsidiary document SALARY WORKING PAPERS,
1995-96;

2. Salaries for limited-service faculty at workload hour rates of \$425 for those with baccalaureates, \$525 for those with masters, and \$700 for those doctorates;

3. Salaries for graduate assistants are budgeted as follows:

a. in the Biology, Chemistry, and Mathematics departments and all College of Engineering departments - \$7,500 each (\$15,000 per FTE);

b. other instructional departments - \$6,000 each (\$12,000 per FTE);

c. plus waiver of tuition and nonresident tuition surcharge for the academic year;

4. Wage rates of \$6 per hour for research assistants, \$5.25 per hour for students supervising other student employees as approved by the Executive Vice President, and \$4.50 per hour for all other student employees;

5. The authority to approve expenditures and transfers as described in the budget document, noting that absolute position control shall be in effect and each pay period either the incumbent is paid or one-half of the proportional amount for that full-time position is transferred to the Unallocated Reserve and the remaining one-half is transferred to the Current General Fund Contingency Reserve, except that the President shall have the authority to approve the transfer of monies budgeted for a position to another position which is either a temporary replacement or a new position created to recognize a change in classification;

6. Exemption of all professional/administrative positions from the overtime provisions of Section 124.18 of the Ohio Revised Code;

7. Contract duration for Professional/Administrative staff who serve on multi-year contracts under the provisions of Article III, Section 17.3 of the Policies of

the Board of Trustees are designated in the Salary Working Papers, 1995-96, by years of contract; and

BE IT FURTHER RESOLVED, that although designated University officers have authority to transfer monies from budgeted "contingency reserves" within their budgeted areas of administrative responsibility, it shall require the approval of the Board of Trustees for transfer of money from the "Unallocated Reserve" in any fund.

The motion was seconded by Mrs. Atkinson. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

4. Building and Property Committee

Mr. Mediate provided a brief report on the status of the Honors Residence, College of Education, Engineering Science, Chemical Storage, and Tod Hall construction projects. All projects are on schedule.

Following Mr. Mediate's report, the Chairperson recognized Mr. O'Connell, a member of the Building and Property Committee, who, in the absence of committee chairperson Y. T. Chiu, stated that the Building and Property Committee was recommending one resolution for adoption by the Board. He then moved for adoption of the following Resolution:

Resolution to Name Residential Honors Facility

YR 1996-05

WHEREAS, Youngstown State University is nearing completion of the Residential Honors Facility designed to enhance the living/learning environment; and

WHEREAS, Mr. and Mrs. William M. Cafaro and The Cafaro Company have provided a major gift to enhance the Residential Honors Facility; and

WHEREAS, it is appropriate that Youngstown State University acknowledge the contribution of Mr. and Mrs. William M. Cafaro and The Cafaro Company to the completion of the Facility;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby designate the Residential Honors Facility as Cafaro House.

The motion was seconded by Mr. Lyden. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

5. Development Committee

Mr. Vern Snyder, Executive Director - University Development, provided a brief report. Mr. Snyder reported that total FY 1994-95 Annual Fund gifts were up 35% from the previous year, and that the goal of 2,000 Annual Fund donors was exceeded. Mr. Snyder stated that general scholarship gifts increased by 25%, and that unrestricted gifts increased by 10%. Mr. Snyder stated that the FY 1995-96 Annual Fund goals were 3,000 donors with a total of \$700,000 in gifts.

Mr. Snyder stated that \$9 million had been pledged to the Capital Campaign, and noted that it appeared that total pledges from faculty and staff would exceed \$200,000.

Following Mr. Snyder's report, the Chairperson recognized Mr. Beeghly, Chairperson of the Development Committee, who stated that the Development Committee was recommending one Resolution for adoption by the Board. He then moved for adoption of the following Resolution:

Resolution Accepting Gifts

YR 1996-06

WHEREAS, Resolution YR 1980-34 provides that the President shall compile a list of gifts to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and

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

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

gratitude for their generosity in support of the University.

The motion was seconded by Mr. Flask. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

6. Intercollegiate Athletics Committee

Noting the recommended resolution for consideration by the Board, Dr. Cochran stated that it is important to provide a context for recent events in the area of women's intercollegiate athletics. Dr. Cochran noted that one year ago, the Board established goals and objectives for gender equity in athletics. The Gender Equity Budget Plan now submitted for Board approval represents a near-doubling of the budget for women's athletics in a very short period of time.

Following Dr. Cochran's remarks, the Chairperson recognized Mr. Flask, Chairperson of the Intercollegiate Athletics Committee, who stated that the Intercollegiate Athletics Committee was recommending one Resolution for adoption by the Board. He then moved for adoption of the following Resolution:

Resolution to Approve the Gender Equity Budget Plan for Intercollegiate Athletics

YR 1996-07

WHEREAS, the Board of Trustees has publicly expressed its support for the Women's Intercollegiate Athletics program; and

WHEREAS, the Board of Trustees approved a five-year gender equity plan for Intercollegiate Athletics on September 16, 1994; and

WHEREAS, the Board is committed to providing sufficient financial resources to implement that plan;

NOW, THEREFORE, BE IT RESOLVED, that the Gender Equity Budget Plan as attached in Exhibit B be approved by the Youngstown State University Board of Trustees.

The motion was seconded by Mr. Nohra. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

7. Personnel Relations Committee.

Ms. Shirley A. Carpenter, Executive Director - Human Resources, provided a brief staff report, describing the resolutions recommended for Board approval.

Upon the conclusion of Ms. Carpenter's report, the Chairperson recognized Mr. Nohra, Chairperson of the Personnel Relations Committee, who stated that the Personnel Relations Committee was recommending two resolutions for adoption by the Board. He then moved for adoption of the following Resolution:

Resolution to Ratify Faculty/Staff Appointments

YR 1996-08

WHEREAS, the Policies of the Board of Trustees direct the President to appoint such employees as are necessary to effectively carry out the operation of the University; and

WHEREAS, new appointments have been made subsequent to the June 23, 1995 meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1995-96 Budget and with the University policy on Equal Employment Opportunity;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify and confirm the appointments as listed in Exhibit C attached hereto.

The motion was seconded by Mrs. Atkinson. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

Mr. Nohra then moved for adoption of the following Resolution:

Resolution to Adopt a Conflict of Interest Policy

YR 1996-09

WHEREAS, Youngstown State University is committed to operating legally, ethically and morally in all matters; and

WHEREAS, eligibility for receipt of certain grants and contracts requires that the University establish a Conflict of Interest Policy;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby adopt the Conflict of Interest Policy as listed in Exhibit D to be effective immediately.

The motion was seconded by Mr. Lyden. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

8. Student Affairs Committee

Dr. Cynthia A. Anderson, Vice President - Student Affairs, distributed a "viewbook" entitled "Youngstown State University: Committed to Excellence - Committed to You." Dr. Anderson provided a brief report on the status of the creation of an "Enrollment Center," noting that all elements of the Center should be in place by December, 1996.

Following the conclusion of Dr. Anderson's report, the Chairperson recognized Mrs. Wilkes, Chairperson of the Student Affairs Committee, who stated that the Committee had no matters for consideration by the Board.

9. Executive Committee

Mr. McLaughlin noted that the Board's newly-revised Bylaws are being printed, and will be distributed within the next several weeks. Mr. McLaughlin stated that the Executive Committee had no matters for consideration by the Board.

ITEM VIII - COMMUNICATIONS, MEMORIALS

There were no communications or memorials brought before the Board.

ITEM IX - UNFINISHED BUSINESS

There was no unfinished business considered by the Board.

ITEM X - NEW BUSINESS

The Chairperson recognized the Secretary who stated that there were two Resolutions of Appreciation to come before the Board. The Secretary then read the following Resolution:

Resolution of Appreciation

YR 1996-10

WHEREAS, David J. Harkleroad was appointed a Student Trustee of Youngstown State University in 1994 by Governor George V. Voinovich; and

WHEREAS, as a Student Trustee, Mr. Harkleroad has served Youngstown State University, its faculty, staff, and students, with energy and candor, bringing to the Board of Trustees a valued perspective; and

WHEREAS, Mr. Harkleroad has accepted employment with Coltec Industries as a charter member of the Leadership Manufacturing Training Program; and

WHEREAS, although the Board acknowledges Mr. Harkleroad's resignation as a Student Trustee of Youngstown State University with regret, it congratulates him for being chosen and identified as a future industrial leader; and

WHEREAS, Mr. Harkleroad's enthusiasm, energy and candor will be greatly missed by the members of this Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees express their appreciation to David J. Harkleroad for his efforts to promote the welfare and best interests of the students, faculty, and staff of Youngstown State University and the community which it serves; and

FURTHER, that a copy of this Resolution be furnished to Mr. Harkleroad.

The Chairperson recognized Mr. Nohra, who moved the adoption of the Resolution, as read by the Secretary. The motion was seconded by Mr. Beeghly. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

The Secretary then read the following Resolution:

Resolution of Appreciation

YR 1996-11

WHEREAS, from April, 1993, until his appointment as Judge of the Mahoning County Common Pleas Court in July, 1995, George Limbert served faithfully as a Trustee of Youngstown State University, generously devoting his time, talents, skills, and efforts to the best interests of the University, its students, faculty and staff; and

WHEREAS, through his extensive legal and business experience, Judge Limbert brought a valuable perspective to the Board of Trustees of Youngstown State University; and

WHEREAS, throughout his term, Judge Limbert approached his duties as Trustee with wisdom, common sense, and integrity; and

WHEREAS, during his term as Trustee, Judge Limbert served with distinction on the standing and ad hoc committees of the Board of Trustees, including the Academic Affairs, Affirmative Action, Public Services, Intercollegiate Athletics, and Student Affairs committees; and

WHEREAS, Judge Limbert's efforts on behalf of the University will be greatly missed by the members of this Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees express their appreciation to Judge George Limbert for his dedication and efforts to promote the welfare and best interests of the students, faculty, and staff of Youngstown State University and the community which it serves; and

FURTHER, that a copy of this Resolution be furnished to Judge Limbert.

The Chairperson recognized Mrs. Wilkes, who moved the adoption of the Resolution, as read by the Secretary. The motion was seconded by Mr. Nohra. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

ITEM XI - TIME AND PLACE OF UPCOMING REGULAR MEETINGS

YR 1996-12

Upon motion made by Mrs. Atkinson, seconded by Mr. Nohra, which received the affirmative vote of all Trustees present, the Trustees resolved to set the following dates and times for the upcoming regular meetings of the Board.

3:00 P.M., on Monday, December 11, 1995
3:00 P.M., on Friday, March 8, 1996
3:00 P.M., on Friday, June 21, 1996

ITEM XII - ADJOURNMENT

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the Trustees at approximately 4:05 P.M.

Chairperson

ATTEST:

Secretary to the Board of Trustees



EXECUTIVE SUMMARY
GIFTS
FOR THE PERIOD APRIL 1 - JUNE 30, 1995

UNIVERSITY DEVELOPMENT (SEE ATTACHMENT 1):

	NUMBER RECEIVED	TOTAL
CASH	380	\$155,569.58
NON-CASH GIFTS	19	<u>135,856.20</u>
TOTAL	399	<u>\$291,425.78</u>

WYSU-FM GIFT LIST (SEE ATTACHMENT 2):

	NUMBER RECEIVED	TOTAL
CASH	736	<u>\$ 41,422.50</u>
TOTAL	736	<u>\$ 41,422.50</u>

CASH CONTRIBUTIONS BY RANK

\$5,000+

The Cafaro Company
Edward W. & Alice R. Powers Trust
Penguin Club

\$1,000 - \$4,999

Columbiana Buick-Oldsmobile-Cadillac
Garoni Property Management
GE Foundation
Humility of Mary Health Care Corporation
Mahoning Valley Chapter of OSCPAs
Martha Holden Jennings Foundation
Sisters of the Humility of Mary
Youngstown Foundation

\$500 - \$999

Canfield Associates, Inc.
Rev. Dr. Paul Coleman
Foley Medical, Inc.
Biair & Gail Mooney
Michael F. Murphy, Jr.
Penn-Ohio Section of A.I.M.E.
John B. & Susan Russo
Thomas B. Sapienza
Sharon Regional Health System
Mary E. Shoup
W. W. Grainger, Inc.
Robert R. Weaver
Theodore F. Yurek

Below \$500

Anonymous
Dominick J. Aimino
Ajax Magnethermic
Deborah Alexander
Dr. Charlotte Anderson
Nancy Andrew
Armstrong World Industries, Inc.
John L. & Cynthia Asimakopoulos
Robert D. & Sherry L. Ault
Douglas M. Bahrey
Marcia K. Bailey
Janet G. Baker
Phyllis J. Bako
John A. & Barbara Balog
Juanita E. Barber
Robert J. Barnett
Rebecca Barnhouse
Lance H. Barret
Leona P. Barrow
George R. Basto
Alan R. Baxter, CPA
Beaver Township Ruritan Club, Inc.
Karla Beckman & David G. Johnson
Edward R. Bee
Ronald W. Beil
Audrey L. Bennett
William D. Bennett
Jerry A. & Jeannette Bernard
Pat & Sherri Billett
Robert M. Birskovich
Katherine A. Blickensderfer
Fred & Judy Blue
Mark Borys
Paul C. & Jayne Boucherle
Thomas E. Bova
Joseph F. Boyle
Michael J. Bozzo
BP Oil
Joy L. Braden
Kathryn V. Brandt
Martha L. Brenner
Gary D. Brienza
Carol A. Brill
Robert E. & Rita M. Bruderly

Jane C. Buchwalter
Kevin D. Buckley
Cheryl L. Bugnone
Dr. & Mrs. W. H. Bunn, Jr.
Bob & Betty Burse
Karen D. Campf
William B. Sr. & Mildred Carson
Certified Roofing Specialists, Inc.
Joseph G. & Sophie Ceryan
Mary E. Choppa
James L. Christofil
David J. & Judith H. Clovsky
Louis Coccia, III
Judith A. Cocucci
Ralph E. & Sylvia J. Collins
Commercial Intertech Corporation
Compco Metal Products
Kenneth D. Conatser
Thomas M. Conroy
Donald G. Cook
Michael F. & Michele A. Corso
George G. & Julie Cover
Cynthia A. Covert
Jack & Jean E. Cramb
Richard A. Crepage
Richard J. & Patricia Dalleske
Susan R. Dattilio
David C. Daum
June A. Davies
Antoinette M. DeAngelis
Joseph R. DeDomenic
Thomas L. & June E. Deley
Dennis & Carol A. Dello Stritto
Nicholas J. DeMaiolo
Susan L. DeMaiolo
Dr. Theodosius L. & Dorothy Demen
Joy DeSalvo
Robert M. Detelich
George J. & Raquel A. Diamond
Ralph & Alice Dillon
Lt. Col. Phil M. & Lucy L. DiPiero
Donald & Barbara Dolwick
Barbara P. & James K. Donnell
Charlotte A. Donofrio

Gene & Janet Donofrio
Paula S. Duebelt
Matthew P. Dugan
William R. Dunmire, Sr.
Robert L. Edeburn
John V. & Jean Edwards
Electrical League of Eastern Ohio, Inc.
Kent J. Engelhardt & Beth Hargreaves
Vivian J. Evans
Carolyn J. Evans
Thomas M. Fabek
Andrea & Gerald Facciani
Rev. Gerald L. Fennell
Donald J. Ference
Tom S. Flores
FMC Corp./Agricultural Chemical Group
Margaret J. Ford
Gary L. Fritch
Kathleen V. Funtulis
Julienne D. Gagliardi
David A. Gano
Thomas Gay
Michele M. Gentilcore
The Geon Company
Renee R. Gessner
John Gilchrist
Silvia & Al Glass
Dr. & Mrs. Ronald L. Gould
Louis M. Greco
Drs. William H. & Betty T. Greenway
Joe L. Gregory
Grover Griggs
James J. & Minie R. Groth
Salvador V. Gurgiolo
Dawn M. Hamilton
George F. Handel
Clyde T. Hankey
Curtis L. & Virginia W. Hanni
John E. Harkins
Harvey H. Haynam, Jr.
William J. Helwig
Helene I. Herbert
Marilyn J. Herron
Louis & Kay Heyer
Vicki A. Hockensmith
Patrick J. Holmes

Lois M. Hopkins
Gary L. & Donna Horvath
Kirk R. & Maureen R. Hough
Lisa M. Hovance
Kenneth W. & Laurie Howley
Thomas A. & Sally Howley
Sherri L. Hrusovski
James E. Hulton
Robert J. Iannizzaro
Mark J. & Susan Izzo
Susan Dene Jacobson
David M. Johns
Mr. & Mrs. Clifford O. Johnson
Sandra Johnson
Elizabeth S. Jones
James A. Joseph
Margit & Arthur Jurman
Troy Kahler
Thomas J. Kane
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Total Cash Contributions

\$155,569.58

NON-CASH CONTRIBUTIONS

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Broome Engineering	116,000.00	Fine Pitch Surface Mount Component Placement System
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Schwebel's Bakery	374.00	\$200 and 500 Buttons
Vernier Software	50.00	Gift Certificate
VWR-Sargent Welch	150.00	Chart, Adhesion Plates, Vessels
Warren General Hospital	1,000.00	Two Water Baths and an Ultraviolet Spectrophotometer
YSU Student Government	<u>85.00</u>	Volunteering for the Phonathon
Total Non-Cash Contributions	\$135,856.20	



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**Gift List to WYSU-FM
For Period 4-1-95 through 6-30-95**

Total Number of Gifts Reported		736
Total Amount Received		\$41,422.50
Ranking of Gifts \$500 and below	<u>Number</u>	<u>Total</u>
\$500 and below	736	\$41,422.50
TOTAL		\$41,422.50

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	1994-95	1995-96	1996-97	1997-98	1998-99	Total Investment
New Women's Sports						\$40,000
Golf Coach			\$10,000			
Head Coach Swimming			15,000			
Head Coach Soccer			5,000	\$10,000		
New Support Staff						89,000
New Staff	\$20,000	\$15,000				
Assistant Trainer			22,000			
Assistant SWA			22,000			
Assistant Equipment Manager				10,000		
Increase Head Softball Coach to full-time			15,000			15,000
Fringes		5,000	25,000	5,000		35,000
Athletic equipment, recruiting, and travel for new and existing sports			56,000	117,000	\$20,000	193,000
Administrative cost for the operation of existing and new sports:						148,000
Office supplies and equipment, telephone (long distance and equipment), student help, NCAA compliance support			70,000	78,000		
Women's Scholarships			120,000	56,000		176,000
Annual Total	\$20,000	\$20,000	\$360,000	\$276,000	\$20,000	\$696,000

**RESOLUTION FOR NEW APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
AS OF August 14, 1995**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Mr. William Blake	Director of Student Activities	Student Life	08/01/95	\$33,917 <small>(12-Mo. Base: \$37,000)</small>	12 Mo	
Mr. Adrian Brown	Assistant Men's Basketball Coach	Intercollegiate Athletics	08/01/95	16,000	N/A	.75 FTE
Mr. Steven Brown	Instructor	English	09/15/95	27,000	9 Mo	Term/Contingent
Mr. Darrell Cain	Housing Coordinator	Housing Services	08/15/95	21,227 <small>(12-Mo. Base: \$24,100)</small>	12 Mo	
Mr. Ramzi Chaybayta	Information Specialist	Affirmative Action	07/01/95	23,142	12 Mo	From .75 FTE to Full-time
Dr. Deborah Cibelli	Assistant Professor	Art	09/15/95	32,000	9 Mo	Temporary
Ms. Julie Croft	Head Softball Coach	Intercollegiate Athletics	08/01/95	12,000	12 Mo	.75 FTE; 08/01/95—06/30/96
Ms. Katrena Davidson	Director	Internal Audit	07/01/95	42,459	12 Mo	From Acting Director
Mr. Robert A. Farr, Jr.	Assistant Professor	Allied Health	09/15/95	50,000	9 Mo	Probationary/Contingent
Ms. Karen Dickerson	Financial Aid Counselor—Special Programs	Financial Aid and Scholarships	07/05/95	28,777	12 Mo	
Ms. Joan Fahey	Academic Advisor	Criminal Justice	08/01/95	4,875	N/A	.262 FTE
Ms. Laurie Schreiber Garton	Instructor	Civil & Environmental Engr	01/02/96	23,800 <small>(12-Mo. Base: \$29,000)</small>	6 Mo	Term/Contingent
Attorney Elaine B. Greaves	Instructor	Criminal Justice	09/15/95	32,500	9 Mo	Temporary
Ms. Patricia Hauschildt	Instructor	Secondary Education	09/15/95	28,000	9 Mo	Term/Contingent
Mr. David Holben	Instructor	Human Ecology	01/02/96	18,918 <small>(9-Mo. Base: \$31,000)</small>	6 Mo	Term/Contingent

**RESOLUTION FOR NEW APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
AS OF August 14, 1995**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPLOYMENT</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Ms. Sylvia Hyre	Director	Center for International Studies and Programs	07/01/95	\$ 40,812	12 Mo	Promotion
Ms. Elaine Jacobs	Assistant to Senior Women Administrator/Assistant Softball Coach	Intercollegiate Athletics	07/01/95	21,333	12 Mo	
Ms. Rebecca Mettee	Research Laboratory Technician	Biological Sciences	09/04/95	6,324 <small>(12-Mo. Base: \$19,340)</small>	12 Mo	ExF; 09/04/95—12/29/95
Mr. Thomas Morella	Ticket Manager	Intercollegiate Athletics	07/01/95	24,000	12 Mo	From Part-time to Full-time
Mr. Billy Mothershead	Financial Aid Counselor— Federal Programs	Financial Aid and Scholarships	07/05/95	24,312 <small>(12-Mo. Base: \$21,500)</small>	12 Mo	
Dr. Bernadette Mullins	Assistant Professor	Mathematics	09/15/95	34,000	9 Mo	Probationary
Dr. David N. Pugh	Assistant Professor	Social Work	09/15/95	37,000	9 Mo	Probationary
Dr. Jay A. Schneider	Assistant Professor	Geology	09/15/95	33,720	9 Mo	Temporary
Dr. Elvin B. Shields	Assistant Professor	Mechanical Engineering	09/15/95	46,000	9 Mo	Probationary
Mr. Wade W. Smith, Jr.	Instructor	Criminal Justice	09/15/95	31,500	9 Mo	Temporary
Dr. Thomas Smotzer	Assistant Professor	Mathematics	09/15/95	34,000	9 Mo	Temporary
Mr. Edward Strauss	Assistant Track/Cross Country and Video Coach	Intercollegiate Athletics	08/01/95	14,000	12 Mo	.50 FTE; 08/01/95—06/30/96
Mr. Anthony Tocco	Research Assistant	Physics and Astronomy	06/19/95	2,400	12 Mo	ExF; .475 FTE, 6/19/95—9/15/95
Dr. Gary R. Walker	Assistant Professor	Biological Sciences	09/15/95	35,500	9 Mo	Probationary



CONFLICT OF INTEREST POLICY

The Youngstown State University Board of Trustees authorizes the establishment of the University Conflict of Interest Procedures to ensure compliance with applicable federal and state statutes, and regulations of non governmental funding agencies. This policy applies to all faculty and staff members or other university affiliated individuals who apply for, receive, or who are currently engaged with a grant, contract, cooperative agreement, subgrant, subcontract, or subcooperative agreement to Youngstown State University which is funded in whole or part from federal, state, or non governmental sources. It also applies to subgrants or subcontracts of federal pass through funds from the University to a subcontractor.

The University Conflict of Interest Procedures shall be designed to promote objectivity in research and other sponsored activities so as to insure that the design, conduct, and reporting of the project are neither compromised nor appear to be compromised by any significant financial interest of the responsible faculty or staff member. The administration is authorized to implement and appropriately update the procedures to effectuate this Policy as may be necessary to comply with changes made by federal, state, or non-governmental agencies.

September 8, 1995

Agenda Item H.7.c.
Exhibit D

YOUNGSTOWN STATE UNIVERSITY CONFLICT OF INTEREST PROCEDURES*

A. Applicability

In order to implement Conflict of Interest policy adopted by the Youngstown State University Board of Trustees, in compliance with federal regulations, these procedures apply to all faculty and staff members or other university affiliated individuals who apply for, receive, or who are currently working on a grant, contract, cooperative agreement, subgrant, subcontract, or sub-cooperative agreement to Youngstown State University which is funded in whole or in part by federal funds. Faculty and staff members or other university affiliated individuals who apply for, receive, or are currently working on projects which are funded from non-federal external sources are strongly encouraged to comply with Board policy as implemented through these procedures.

B. Purpose

These procedures promote objectivity in research and other sponsored activities by defining special standards of conduct appropriate for each faculty and staff member participating in a sponsored project. The intent is to ensure that the design, conduct, and reporting of the project are neither compromised nor appear to be compromised by any *significant financial interest* (as defined in Section D of this document) of the responsible faculty and staff members.

C. Background

The increasingly complex relationships among universities, government agencies, and industry call for increased attention to standards of conduct in federally funded and other externally sponsored activities. The clarification and application of such standards must be sensitive to the need to serve both project requirements and the public interest. Protection of the integrity of the cooperating institutions as agencies of higher education requires that both real and perceived conflicts of interest be avoided.

The transfer of technical knowledge and skill from the university to industry contributes to technological advance. Likewise, consulting relationships between university employees and industry serve the interests of research and education in the university. Such relationships are desirable, but certain potential conflicts should be recognized.

When a faculty or staff member engages in a federally or externally sponsored project, the faculty or staff member's conduct is subject to the provisions of state and federal statute and/or code and the requirements of the granting organization. When he or she consults for a business, non-profit agency, government agency, or other non-University contractor or prospective contractor, in the same technical field as the externally sponsored project, care must be taken to avoid biasing the design, conduct, or reporting of the sponsored project. If performing consulting services, the staff member must make full disclosure of such interests to the university and to the contractor insofar as they may appear to relate to the work at the

University or for the contractor. Conflict of interest problems could arise, for example, if a staff member participates in an evaluation for a government agency or its contractor of some technical aspect of the work of another organization with which he or she has a consulting or employment relationship or *significant financial interest*, or, alternatively, in an evaluation of a competitor to such an organization.

D. Definitions

"Project" means any externally funded scholarly activity such as basic, applied, or developmental research, instructional or curricular activities, student aid, career development, or other activity conducted by faculty or staff members on behalf of the university.

"Investigator" means the principal investigator, co-investigators, and any other person (e.g., technicians, students, research associates) at the university who is responsible, in whole or in part, for the design, conduct, or reporting of the project.

"Financial interest" means anything of monetary value including, but not limited to, salary or other payments for service such as consulting fees or honoraria; equity interests such as stocks, stock options, or other ownership interests; and intellectual property rights such as patents, copyrights and royalties from such rights.

"*Significant financial interest*" means a financial interest which leads to or may appear to lead to a conflict of interest. However, a financial interest is not a *significant financial interest* if:

1. salary, royalties, promotion in rank, or other remuneration are from the University;
2. income is from seminars, lectures, or teaching engagements sponsored by public or nonprofit entities;
3. income is from service on advisory committees or review panels for public or nonprofit entities;
4. the financial interest arises solely by reason of investment in a business by a mutual, pension, or other institutional investment fund over which the employee does not exercise control;
5. the financial interest is in a business and the value of such financial interests when aggregated for the investigator, the investigator's spouse, and the investigator's children does not
 - a. exceed \$5,000 per annum of salary, fees or other continuing payments, or;
 - b. constitute an equity interest of \$5,000 or more or;
 - c. represent more than five (5%) percent ownership interest for any one enterprise or entity.
6. the financial interest is an ownership interest in a business which is the applicant organization under Phase I of a Small Business Innovative Research (SBIR) program or Phase I of a Small Business Technology Transfer (STTR) program and the university is a subcontractor under the business' application.

"Conflict of Interest" means an action, omission, or situation which may or may not appear to compromise the objectivity or integrity of an investigator's design, conduct or reporting of a project.

E. Conflict Situations

When an investigator engaging in externally sponsored work has a financial interest in a business or with a non-profit agency, it is important to avoid actual or apparent conflicts between obligations to the project sponsor, the University, and these outside interests. A *conflict of interest* occurs when an investigator compromises or appears to compromise the conduct of a project because of an outside relationship that directly or indirectly affects the financial interests of the investigator, the investigator's spouse or the investigator's children.

Situations in which conflicts of interest may arise or may be perceived to arise include:

- a. undertaking an externally funded project when the investigator has a *significant financial interest* which may or may be perceived to bias the design, conduct, or reporting of the project;
- b. purchase of any items or services using project funds from an organization in which the investigator has a *significant financial interest*;
- c. transmission to a business or non-profit agency or any other use for personal gain of externally sponsored work products or proprietary information that are not made generally available. This does not preclude appropriate licensing arrangements for inventions, or consulting in the area of an externally sponsored project where there is significant additional work by the staff member independent of the externally sponsored project;
- d. unauthorized use for financial gain or personal advantage of privileged or confidential information acquired in connection with externally sponsored activities;
- e. influencing or attempting to influence the negotiation of grants or contracts between the university and private organizations in which the investigator has a *significant financial interest*;
- f. acceptance of gratuities or special favors from private firms with which the university does business in connection with an externally sponsored project or offering gratuities or special favors to representatives of external organizations;
- g. a consulting arrangement with any organization or individual having an economic interest in the results of an externally funded project;
- h. receiving an externally funded project from a sponsor for which the investigator serves on the sponsor's board of directors or as an officer with fiscal responsibility.

F. Disclosure of Significant Financial Interests

Disclosure of *significant financial interests* is intended to protect the integrity of the design, conduct, and reporting of project activities by effectively managing, reducing or

eliminating those *significant financial interests* which cause or appear to cause a *conflict of interest* on the part of an investigator. Successful implementation of Board of Trustees policy, through these procedures, assumes a shared responsibility by all investigators and the administration of the University. Investigators are expected to comply with all the disclosure requirements described below. Once proposed activities have been administratively approved and a plan of action addressing potential conflicts has been determined, University officers have the responsibility to vigorously defend the activity so long as the investigator complies with the plan of action, the disclosure requirements, other University policies, and the law.

Any investigator applying for or conducting any project shall make prompt, written disclosure of any significant financial interests or conflict situation (see Section E) to the Director, Office of Grants and Sponsored Programs. Investigators applying for or conducting non-federally funded projects are encouraged to disclose any *significant financial interests* or conflict situation as above.

Investigators applying for an externally funded project shall complete a Conflict of Interest Statement indicating that either no *significant financial interest* exists or that the investigator has filed a written disclosure with the Director. This form shall be included with the Authorization to Seek Off-Campus Funds form and be circulated as part of the approval process for all proposals.

The Director shall review the disclosure and make an initial determination whether or not a *significant financial interest*, and/or a potential conflict situation, as defined above, exists. If the disclosed financial interest is determined not to be a *significant financial interest*, and no other evidence of a potential conflict of interest is disclosed, then the Director shall provide written documentation of this determination which shall be retained with the other project records and shall so advise the investigator, the chair, the appropriate college dean and the dean of Graduate Studies. If an investigator fails to complete this form, fails to return it, or fails to disclose a *significant financial interest* to the Director, the Director and the Dean of Graduate Studies shall not submit the proposal, withdraw the proposal, if already submitted, or decline an award if a disclosure is not made or if a conflict of interest is not resolved.

If the Director determines that a *significant financial interest*, or any other potential conflict of interest as defined above, may exist, the Director shall promptly notify the Dean of Graduate Studies in writing. The Dean of Graduate Studies shall consult with the dean of the college and the University General Counsel. They shall review the disclosure, consult with the investigators, and seek any additional information to determine whether a *significant financial interest*, and thereby a possible conflict situation, exists. If they determine that a *significant financial interest* or any other potential *conflict of interest* exists, they shall determine a plan of action consisting of the conditions or restrictions which shall be required by the university to manage, reduce, or eliminate such actual or apparent conflict of interest. If the plan is accepted by all parties, the Dean of Graduate Studies shall notify all parties and the Provost of the final determination.

If they are unable to agree on a mutually acceptable method for managing, reducing, or eliminating the *significant financial interest*, then the Dean of Graduate Studies shall refer the disclosure to the Provost who shall consult with the University General Counsel prior to convening a "University Conflict of Interest Review Committee" for final determination.

Examples of the conditions or restrictions that might be imposed include:

1. public disclosure of the *significant financial interest*;
2. monitoring of the project by independent reviewers;
3. modification of the project plan;
4. disqualification of the investigator from participation in all or a portion of the project;
5. withdrawal of the proposal or declination of an award;
6. divestiture of the *significant financial interest*;
7. severance of the relationship(s) that create actual or potential conflicts or;
8. notify the sponsor that a *significant financial interest* exists.

The Provost shall notify the investigator, the investigator's chairperson and dean and the Dean of Graduate Studies of the final determination.

During the course of an award, investigators shall update the Conflict of Interest Statement at least annually. If an investigator acquires a new reportable *significant financial interest* of Grants and Sponsored Programs, the investigator shall submit a revised or new Conflict of Interest Statement to the Director within five (5) working days after acquisition.

Prior to accepting an award, the Director shall ensure that any potential conflicts of interest have been satisfactorily managed, reduced or eliminated in accordance with these procedures. If it is determined that a conflict can not be satisfactorily managed, reduced, or eliminated, the Dean of Graduate Studies shall disclose the existence of a conflict to the sponsoring agency before accepting the award.

If a sponsor requires disclosure of a *significant financial interest* or any potential or actual *conflict of interest* the Dean of Graduate Studies shall make such disclosures as required by the sponsor.

G. Reporting Requirements

The Dean of Graduate Studies shall submit a written report to the Provost detailing the number, nature, and resolution of *significant financial interest* and/or *conflict of interest* disclosures within sixty (60) days after the close of each fiscal year.

H. Related Sections of the Ohio Revised Code and Federal Statutes and Regulations

Among others, federal regulations and statutes as well as the following sections of the Ohio Revised Code govern conduct related to a staff member's conduct in carrying out his or her assigned duties for the University:

1. Conflict of Interest Statutes (18U.S.C. sec. 201 et seq.)
2. Executive Order No. 12674, April 12, 1989; "Principles of Ethical Conduct for Government Officials and Employees"
3. Ohio Revised Code Section 102: Ethics
4. Ohio Revised Code Section 2921: Offenses against Justice and Public Administration

5. Public Health Service Grants Policy Statement
6. National Science Foundation Grants Policy Manual
7. 42 Code of Federal Regulations part 50 and 45 Code of Federal Regulations subtitle A part 94

I. Possible Disciplinary Actions for Violations of Board of Trustees Policy

The University expects investigators to comply fully and promptly with all the requirements of Board policy as described in these procedures. Examples of breaches of policy and procedures include failure to file, intentionally filing an incomplete, erroneous, or misleading disclosure form, or failing to provide additional information as required by the Director or Dean of Graduate Studies.

In addition to any potential legal penalty(ies), the university may take appropriate disciplinary actions against individuals who violate these procedures. This disciplinary action may include, but not be limited to, oral or written reprimands, or termination of employment. Violations of these procedures may affect promotion and tenure decisions, and eligibility for research professorships, reassigned time, or URC Research funds. All disciplinary actions shall be consistent with applicable provisions of the current agreements with YSU-OEA and other campus unions. If the sponsor requires disclosure of any disciplinary actions taken for violations of these procedures, the Dean of Graduate Studies shall make such disclosures in a timely manner.

J. Records Retention

The Director and the Dean of Graduate Studies shall ensure that the required records, identifiable to each award, are retained for a period of not less than three (3) years after the termination of the award or until three (3) years after the resolution of any sponsor action involving these records whichever is longer. Records for proposals which are not funded by sponsoring agencies will be retained for a period of one (1) year after the decision of the sponsoring agency.

*Based in part upon:

On Preventing Conflicts of Interest in Government-Sponsored Research at Universities, A Joint Statement of the Council of the American Association of University Professors and The American Council on Education, 1785 Massachusetts Avenue, N.W., Washington, DC 20036, December, 1964.

Principles to Govern College and University Compensation Policies for Faculty Engaged in Sponsored Research, Association of American Universities, the American Council on Education, and the National Association of State Universities and Land-Grant Colleges, April, 1978.

Guidelines for Dealing with Faculty Conflicts of Commitment and Conflicts of Interest in Research, Association of American Medical Colleges, February, 1990.

Framework Document for the Managing of Financial Conflicts of Interest, Association of American Universities, 1993.

Conflict of Interest Policies from Wright State University and the University of Toledo.

**YOUNGSTOWN STATE UNIVERSITY
CONFLICT OF INTEREST STATEMENT
Proposal No. 94-XXX-XX**

- THIS PROJECT INVOLVES FEDERAL FUNDS.

If this block is checked, completion of this section is required by federal regulations and under the policies of Youngstown State University.

- I DO NOT HAVE ANY SIGNIFICANT FINANCIAL INTEREST WHICH MIGHT, OR MIGHT BE PERCEIVED, TO BIAS THE DESIGN, CONDUCT, OR REPORTING OF THIS PROJECT.
- I DO HAVE A SIGNIFICANT FINANCIAL INTEREST WHICH MIGHT, OR MIGHT BE PERCEIVED, TO BIAS THE DESIGN, CONDUCT OR REPORTING OF THIS PROJECT. I HAVE FILED A FINANCIAL DISCLOSURE WITH THE DIRECTOR, OFFICE OF RESEARCH AND SPONSORED PROGRAMS.

- THIS PROJECT DOES NOT INVOLVE FEDERAL FUNDS.

If this block is checked, completion of this section if voluntary.

- I DO NOT HAVE ANY SIGNIFICANT FINANCIAL INTEREST WHICH MIGHT, OR MIGHT BE PERCEIVED, TO BIAS THE DESIGN, CONDUCT, OR REPORTING OF THIS PROJECT.
- I DO HAVE A SIGNIFICANT FINANCIAL INTEREST WHICH MIGHT, OR MIGHT BE PERCEIVED, TO BIAS THE DESIGN, CONDUCT OR REPORTING OF THIS PROJECT. I HAVE FILED A FINANCIAL DISCLOSURE WITH THE DIRECTOR, OFFICE OF RESEARCH AND SPONSORED PROGRAMS.

Signature of the Investigator

Date



INSTITUTIONAL PRIORITIES FOR 1995-96

Strategy One: Enhance Community Leadership and Partnership

Develop an inventory of existing community partnership activities in Academic Affairs.

Implement the partnership with the Youngstown City and Liberty school districts.

Establish a business/education advisory committee.

Increase collaboration across colleges relative to community leadership and partnership.

Increase collaboration between Academic Affairs and Student Affairs in developing and implementing community partnerships.

Develop new programs, particularly under the ICP aegis, and strengthen existing programs that connect with the needs of the community.

Increase cooperative, internship, and other career-related experiences for students in community settings.

Strategy Two: Expand Commitment to Diversity

Promote sensitivity to the need for diversity among university employees through programming developed by the Office of Affirmative Action.

Implement a plan for gender equity in Intercollegiate Athletics.

Increase the diversity among staff employees in the University by developing more effective recruitment and hiring strategies.

Establish a procedure with an affirmative action dimension for the recruitment of limited service faculty (similar in intent to the procedure in place for the recruitment of full-service faculty).

Strategy Three: Expand International Activities

Develop a series of programs in the University that enable the internationalization of the curriculum and the student body (eg. intensive English language program, international studies minors, cooperative international doctorate in Mathematics).

Implement programmatic relationships with universities in Russia, Eastern Europe, and Latin America.

Develop effective relationships between Academic Affairs and Student Affairs apropos recruitment and admissions of international students.

Build international study opportunities for students and faculty with the regional private college alliance.

Familiarize faculty with international teaching and research opportunities offered by the Fulbright Program.

Strategy Four: Promote Collegiality

Improve communication within and across each of the divisions of the University, integrating all employee groups appropriately into the communications process.

Enhance the relationship between Academic Affairs and Student Affairs in areas of programming (eg. outreach and recruitment of students, orientation of students, advisement of students, career planning and placement).

Strategy Five: Integrate Teaching, Scholarship, and Service

Expand faculty development opportunities through the Center for Teaching and Learning, using the Distinguished Professors to plan and implement programs. (Focus, among other matters, on diverse teaching strategies and the integration of technology.)

Stimulate grant activity that supports scholarship, especially scholarship related to teaching and learning and to public service (eg. build the grants infrastructure to increase faculty competitiveness in getting grants).

Expand field-based experiences for students and integrate them into the teaching and learning processes (cooperative, internship, and volunteer experiences).

Strategy Six: Implement Outcomes Assessment, New Procedures, and Programs that Improve Effectiveness

Develop a procedure for annual assessment of divisional planning in Business and Finance.

Implement the academic assessment plan submitted to the North Central Association in June, 1995, by clearly defining the educational outcomes for each academic program and establishing means to modify programs in response to assessment.

Implement the format and timetable for review of academic programs.

Create an NCAA Certification Task Force to review the Intercollegiate Athletics program.

Revise the administrative personnel manual.

Strategy Seven: Extend Program Development Activities

Pursue approval by OBOR for new master's degree programs in nursing and health and human services administration.

Further explore the development of additional master's degree programs (eg. pediatric psychology, computer science).

Focus on strengthening certain existing master's degree programs (eg. business administration and engineering).

Continue to move toward the reform of the undergraduate general education program.

Strategy Eight: Extend Institutional Visibility

Develop a comprehensive plan to enhance the visibility of the University.

Use special events sponsored by the University to enhance visibility (eg. Homecoming, Festival of Lights, Spring Fest, Forte on the 50).

Erect the new marquees at designated locations on campus.

Use athletic, cultural, and community-sponsored events on campus as a means to showcase the University generally.

Strategy Nine: Implement Campus 2000

Work cooperatively with the newly constituted City/University Commission to improve the campus and adjacent city environment.

Proceed with the campus plan for remodelling, construction, and space moves.

Pursue authorization from appropriate entities to close certain streets that transect campus.

Develop a comprehensive campus signage system.

Strategy Ten: Create an Electronic Campus

Complete in phases the systematic plan for integration of audio and visual communication called "Electronic Campus," focussing initially on installation of the fiber optic backbone for the system.

Develop a working plan for the electronic campus, accommodating elements such as sequencing, staffing, funding, mainframe upgrade, coordination among units, and the implications of decentralized computing laboratories.

Continue the development of a fully integrated and accessible system of information for student advising.

Implement the new electronic bursar's system.

Identify priorities for software development and purchase (eg. financial services and human resources).

Strategy Eleven: Strengthen Student Recruitment and Retention

Stabilize and then increase enrollment by a series of initiatives, including development and implementation of a recruitment plan for designated micromarkets and active engagement of all divisions in recruitment efforts.

Conclude a national search for the director of New Student Relations/Recruitment.

Complete the planning for an Enrollment Center.

Identify and implement strategies for retention of students including a "Retention Services" unit, "early warning" and mentoring systems, and enhanced social and recreational programming.

Strategy Twelve: Expand Revenue Steams

Consider the level of budget decentralization appropriate to the university and develop and implement a plan to achieve decentralization.

Educate budget managers, as appropriate, regarding the budget process.

Identify sources of financial savings and develop efficiencies accordingly.

Identify new and expand existing sources of revenue.

Explore means of enhancing revenue in the Student Services unit of Student Affairs, including summer camps, conferences in Kilcawley Center, and a "Pete and Penny" Shop.

Strategy Thirteen: Extend Development Efforts

Continue to implement the phases of the Capital Campaign, including the announcement of major gifts and the initiation of the stadium component of the Campaign.

Identify in each academic college liaisons to assist in college-focused development efforts.



LEADERSHIP TEAMS

Historically, institutions of higher education have used committees and task forces to accomplish much of their work. Most universities, YSU included, have a broad array of committees and task forces to address issues, provide advice, and to make recommendations. Often the committees and task forces are effective in terms of achievement of goals, but all too frequently they produce limited substance or change. Regardless of their contributions, the committee process is sometimes repetitive, elongated, and time consuming.

In recent years, business and industry has adopted a different approach in which teams are charged to bring about change in a more aggressive manner. They have started to draw heavily on team efforts as a way to engage the organization to produce proactive changes. These self-directed work groups function differently from typical committees for they are empowered to bring about change. Their focus is often multi-dimensional rather than task oriented. Their goal is to create productive change rather than protection against change. They do not have to get approval or submit recommendations up the channels. Rather, the teams are composed of the individuals needed to make the essential decisions to implement the proposed action.

Teams are composed of individuals affected by the scope of the team. Individuals on effective teams are expected to demonstrate their talents or technical skills, not represent a particular view. As a result, each team member is expected to be actively involved in the work of the team. Teams need to develop solutions within the resource parameters of the institution and work together on an ongoing basis. Members are required to maintain individual feedback loops to ensure broad-based input and communication. Members of effective teams are goal directed and recognize that its achievement will ultimately benefit the entire organization. As a result, within effective teams there is little room for personal agendas, vested interests, or turf issues.

The team leader is a facilitator focused on implementing planned changes. New policies, procedures, and actions are produced rather than reports. As a coordinator, the team leader draws expertise or insights from the team members. The team leader has an expanded responsibility to maintain effective input and feedback loops with all appropriate campus constituencies. Again, the focus is accomplishing specific objectives rather than recommendations that reflect a consensus. And most significantly, the team leader and the team are accountable for their actions.

1995-96 Teams

Campus 2000
Careers, Advisement, Placement Service (CAPS)
Electronic Campus
Enrollment Center
Personnel Policies and Procedures

Team Leaders

Jim Miller/Phil Hirsch
Judith Gaines
Gordon Mapley
Harold Yiannaki
Shirley Carpenter



DIVISIONAL AND COLLEGE-BASED BUDGETING

The basic organizational and budgetary structures at YSU evolved over the years in a highly centralized fashion. As a result, the level of budget accountability and individual responsibility is less than might be desirable. This is particularly true when the size of the budget, complexity of the organization, and change initiatives underway are viewed within the total context of the University.

The institution has a goal to enhance the level of control and decision-making responsibility for routine operations and budget matters at the lowest practical level. To accomplish this goal, a set of procedures needs to be established that will guide and facilitate this process. These procedures will also include various initiatives to encourage account managers to use their funds productively. In this process, the decision and accountability regarding the distribution and expenditure of operating funds, including personnel, would be decentralized to the divisions. In the case of Academic Affairs, this delegation of authority would be to the colleges. Eventually, it is expected that the vice presidents, executive directors, deans, chairpersons, and directors, working within their respective divisions and colleges, would determine the objectives to be achieved by the use of a percentage of funds available, will have responsibility for the results, and will be held accountable. There will be an additional incentive for responsible and prudent use of University funds because a portion of unexpended funds will be made available for areas to carry forward.

The Departments of Budget and General Accounting will continue to retain the responsibility for the formulation of the University budget and for the accounting operations that are required to meet fiscal and legal responsibilities. Decisions such as budget structures, and accounting matters such as organization of the chart of accounts, are the responsibility of these units and will be made by these departments. These departments will continue to establish the calendar for budget development and ending dates for expenditures.

As the University moves through this decentralization, it is important to understand what types of procedures do and do not work for colleges and universities during implementation, as well as review the literature on this subject. It is anticipated that the University's operating budget will no longer depend on balance forward and reserves in the 1996-97 year and that the implementation of a more decentralized budgeting process will start to be phased in at that time.



YOUNGSTOWN STATE UNIVERSITY
1995-96 BOARD OF TRUSTEES COMMITTEE ASSIGNMENTS

STANDING COMMITTEES

ACADEMIC AFFAIRS

Mrs. Eugenia C. Atkinson, Chairperson
Mr. Bruce R. Beeghly
Mrs. Ruth Z. Wilkes

AFFIRMATIVE ACTION

Mr. Martin J. O'Connell, Chairperson
Dr. Y. T. Chiu, Jr.
Atty. Edward A. Flask

BUDGET AND FINANCE

Mr. Mark E. Lyden, Chairperson
Dr. Y. T. Chiu, Jr.
Mr. Martin J. O'Connell

BUILDING AND PROPERTY

Dr. Y. T. Chiu, Jr., Chairperson
Mr. Bruce R. Beeghly
Mr. Martin J. O'Connell

DEVELOPMENT

Mr. Bruce R. Beeghly, Chairperson
Atty. Edward A. Flask
Mrs. Ruth Z. Wilkes

EXECUTIVE COMMITTEE

Atty. Richard P. McLaughlin, Chairperson
Dr. Y. T. Chiu, Jr.
Atty. Edward A. Flask

INTERCOLLEGIATE ATHLETICS

Atty. Edward A. Flask, Chairperson
Mrs. Eugenia C. Atkinson
Mr. Joseph S. Nohra

PERSONNEL RELATIONS

Mr. Joseph S. Nohra, Chairperson
Mrs. Eugenia C. Atkinson
Mr. Mark E. Lyden

STUDENT AFFAIRS

Mrs. Ruth Z. Wilkes, Chairperson
Mr. Mark E. Lyden
Mr. Joseph S. Nohra

REPRESENTATIVE

NOMINATING

Atty. Richard P. McLaughlin, Chairperson
Dr. Y. T. Chiu, Jr.
Atty. Edward A. Flask

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X-Sender: logden@summit.bor.ohio.gov

Mime-Version: 1.0

To: univpres@summit.bor.ohio.gov

From: logden@summit.bor.ohio.gov (Linda Ogden)

Subject: December 1, 1995 Press Release

X-Mailer: <Windows Eudora Version 2.0.2 >

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DEC 04 1995

Office of
the President

NEWS RELEASE

DATE: FRIDAY, DECEMBER 1, 1995

SUBJECT: REGENTS SCALE BACK STATE INVESTMENT
IN PH.D. PROGRAMS

For Immediate Release

COLUMBUS, Ohio -- The Ohio Board of Regents today took action that will significantly reduce the amount of state support that Ohio provides for Ph.D. programs in History. The Regents accepted the decisions of the University of Akron and Miami University to no longer admit new doctoral students in History, and voted to withhold state support from any new Ph.D. students in History at Bowling Green State University, the University of Cincinnati, Kent State University, and the University of Toledo. When fully phased in (currently enrolled students will be funded through degree completion or until they reach the maximum number of hours the state will fund), the Regents expect these actions to free up about \$1.5-\$2 million annually in the pool of state tax dollars earmarked to support instruction at Ohio's public colleges and universities. Combined with recent Board approval (November 17) of continued funding for a comprehensive Ph.D. program in History at Ohio State University and for a focused program in Contemporary History at Ohio University, the Regents believe today's actions will bring Ohio's investment in Ph.D.-level instruction in History to an appropriate level, relative to state needs and priorities.

"Today's decisions exemplify the difficult and often painful choices that limited resources require," said Regents Chancellor Elaine H. Hairston. "In this instance, we believe Ohio can make greater progress toward meeting its need for a broad range of higher education services by re-directing the state resources that formerly supported these particular programs to academic program areas of greater strength and to higher-level priorities for statewide service delivery. This action in no way diminishes the capacity of a university to set its own priorities for the use of its internal resources."

Today's action responds to the first set of recommendations resulting from a review of state university Ph.D. programs in nine academic fields. The Regents considered recommendations from two independent advisory groups before taking today's action:

An External Panel of distinguished historians from colleges and universities outside Ohio examined self-studies submitted by each of the state's eight public universities authorized to offer the Ph.D. in History.

Their charge was to assess the effectiveness of Ohio's programs relative to Ohio's standards of viability as well as pertinent national standards and issues unique to the field of history. The principal findings of the External Panel can be summarized as follows:

The market for the services of university faculty/scholars in the field of History (i.e., for historians trained at the Ph.D. level /for Ph.D.'s in History) is very weak, and the performance record of Ohio's public universities in that market is cause for concern.

The capacity of a History department to provide high-quality undergraduate instruction and important regional activities is not dependent on its ability to offer the Ph.D. degree.

None of the six programs in question can be described as nationally competitive, and none could reasonably expect to advance without a very significant investment of additional resources.

The External Panel nevertheless felt that some of the six programs had the potential to become viable, and recommended three years of continued state funding for those programs, during which time the affected universities would be expected to significantly strengthen and focus their programs. The External Panel recommended that state funding not be continued beyond the three year period unless the programs could provide evidence of significantly increased strength and performance.

The Committee on State Investment has a broader perspective and charge. Its members include business and civic leaders from Ohio and nationally known higher education leaders from outside the state. Part of its role in the statewide review process is to connect what would otherwise be a series of

concurrent but unrelated discipline-based reviews to the "bigger picture," and offer advice on the question of how Ohio can use its investment in doctoral education across many disciplines to the state's best advantage. With regard to history, the State Investment Committee:

accepted the major findings of the External Panel noted above. reached a different conclusion about the implications of these findings for continued state funding. The Committee on State Investment concluded that neither continued nor additional investment in any of these six programs would represent the best use of the limited resources Ohio directs to the support of doctoral education.

"The Regents found the policy recommendation of the Committee on State Investment to be compelling," said Regents Chairman Paul M. Dutton. "Public higher education exists in an environment of constrained resources. In such an environment, there is no such thing as an unlimited capacity for investment. Rather, there is a responsibility to balance and focus the state's investment to provide the greatest possible benefit, re-directing existing resources if necessary to achieve that result. The decision to withdraw state support from these Ph.D. programs responds to a call for greater accountability in the use of state funds," said Regents Chairman Paul M. Dutton.

"This action should not be read to suggest that Ph.D. programs in history have no value to Ohio, or that all faculty in these six programs have not performed well, or that the value of doctoral-level study is strictly a function of the marketplace -- whether broadly or narrowly-defined," said Chancellor Hairston. "The doctoral programs in History which the state will continue to support should be more than sufficient to sustain Ohio's contribution to training future generations of scholars in the discipline of History. The matter comes into even sharper focus when you consider that it costs Ohio roughly \$75,000 to produce a Ph.D. graduate in History, and when you consider the alternative uses state colleges and universities have for the \$1.5-\$2 million that this Regents' action will eventually make available annually."

The Governor and the Ohio General Assembly directed the Regents to carry out a statewide review of doctoral programs when the budget for FY94-FY95 was approved. At the same time, legislation was enacted to give the Regents authority to remove state support from (but not eliminate) Ph.D. programs if they found unnecessary duplication or programs that were not viable. Both actions were prompted by concerns about funding and resource utilization in a constrained environment.

Statewide reviews of Ph.D. programs in six additional academic fields -- Biological/Biomedical Sciences, Business, Chemistry, Educational Administration, English and Physics -- remain in progress.

After taking action to conclude the statewide review of doctoral programs in History, the Regents heard status reports on three other matters:

the new process for developing capital budget recommendations for higher education. The process is currently guiding the ongoing

formulation of a statewide capital spending proposal for FY97-FY99. The Regents will be considering a specific statewide capital proposal at their December 15 meeting.

the ongoing development of a new information system: the Board Of Regents Information System. BORIS will replace the Regents 30-year-old Uniform Information System as the source of statewide data about public higher education, and is expected to produce vast improvements in the amount, level and accessibility of data.

the Board of Regents Home Page on the World Wide Web. The Regents HomePage (<http://www.bor.ohio.gov>) was created a year ago, and currently attracts an average of 2,500 readers on a monthly basis. It enables the Regents to provide almost instantaneous access to information (press releases, reports, etc.) to a large number of people at virtually the same time.

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For more information, contact Linda Ogden, Communications Administrator, at 614/466-7439.

* * * End of File * * *

FAX

DATE: Wednesday, November 22, 1995

TO: President's Office, Youngstown State University

FAX: 1-216-742-7169

FROM: State Sen. Leigh Herington

PAGES: 3

MEMO

To the President: I personally delivered this letter to the of Regents this morning. Please contact me about this issue at your earliest convenience. Thank you. L. Herington

RECEIVED

NOV 22 1995

Office of
the President

November 22, 1995

Paul Dutton, Chairman
Ohio Board of Regents
36th Floor
30 East Broad Street
Columbus, Ohio 43226-0417

Dear Mr. Dutton:

It is my understanding that the Ohio Board of Regents on Friday, discussed the elimination of funding for six of the eight doctoral programs in history at state-assisted universities including all of the programs in northern Ohio. I find these discussions unfortunate and a possible step backward in providing quality education for all residents of Ohio.

It is my understanding that the action of the Regents could shut down programs at the University of Akron, the University of Cincinnati, Bowling Green University, Kent State University, Miami University, and the University of Toledo. Only Ohio State University and Ohio University will offer doctoral programs in history if the action is allowed to stand.

I am concerned that this action could be viewed as political or purely cost-cutting rather than a decision based upon the educational needs of the residents of our state, student access, and concern for the state and national reputations of Ohio's fine state universities.

When the Board of Regents first began this process, I and others concerned about the delivery of educational services in Ohio had hoped that the process would be a thoughtful and fair process aimed at maintaining and improving the quality of public higher education in the State of Ohio. There are several reasons that give me concern that this action is not motivated by the improvement of the delivery of educational services in Ohio. I will cite just a few:

First of all, the Regents do not appear to be following the advice of their external review panel of educational experts. Instead, the State Investment Committee appears to have decided to eliminate the programs for other than educational reasons. It is also my understanding that the Investment Committee took this action without having a publicly disclosed final report from the educational experts or input from the individual boards of trustees.

Second, and perhaps the most damaging aspect is the potential loss of access to the terminal degree in history for students living in all of northern Ohio. We are telling our public school teachers that we want them to continue their education. How do we explain to history teachers in northern Ohio, and others who have been interested in such a program in the past, that they no longer have access to a university history program associated with the Ph.D. in History?

Several weeks ago, I spoke with you about my concerns regarding confrontations between the Board of Regents and universities. Although I have not heard back from you or the staff, I am hopeful that all concerned can develop a more positive working relationship in the future.

For some time, I have wondered how you could take away a doctoral program without it affecting the attitude about that discipline at the respective institution. How, for instance, can we eliminate the Ph.D. program in history at the University of Miami without it impacting the quality of the undergraduate history program at that fine institution?

And now it appears that your plan for history could eliminate access to all students in northern Ohio.

The Regents in the past have expressed concern that the universities are unresponsive to the need for change. When this review began, the officials at the University of Akron and Kent State University became proactive in reviewing their programs and began to discuss a joint Ph.D. program in history. Representatives of these two vital universities were encouraged by the external review panel for history to pursue such a joint program. With the recommendation of the investment committee, it appears that the institutions may have been penalized for their cooperative efforts in moving toward a joint program in northeastern Ohio. The same signal is being given to a similar initiative at Bowling Green and Toledo.

I urge you and your fellow regents to reconsider this decision and to reevaluate this matter on the basis of what is good for the long term needs of the citizens of this state and not what could appear to be politically driven or driven by short-sighted cost-cutting measures. We must all be accountable for our actions and we must do what is best for the future of education in Ohio for all of our residents.

Sincerely,

LEIGH E. HERINGTON
Senator, 28th District

LEH/km
bcc



YOUNGSTOWN STATE UNIVERSITY

BOARD OF TRUSTEES' MEETING

Monday, December 11, 1995
3:00 p.m.

Tod Hall
Board Room

AGENDA

- A. Roll Call
- B. Proof of Notice of Meeting
- C. Disposition of Minutes for Regular Meeting held September 8, 1995
- D. Report of the President of the University
 1. Resolution of Appreciation for Attorney Alan R. Kretzer
 2. Electronic Campus Team
 3. Task Force to Review Institutional Policies and Procedures
- E. Report of the Committees of the Board
 1. Academic Affairs Committee
 - a. Staff Report
 - b. Resolution to Approve New Master's in Health and Human Services Degree Program
 2. Affirmative Action Committee
 3. Budget and Finance Committee
 - a. Staff Report
 - b. Resolution to Establish a Non-Profit Organization
 4. Building and Property Committee
 - a. Staff Report
 - b. Resolution to Approve FY 1996-97 and FY 1997-98 Capital Projects Request
 - c. Resolution to Appoint Architect for Stambaugh Stadium Expansion Project
 - d. Resolution Regarding the Center for Technology in the Arts
 5. Development Committee
 - a. Staff Report
 - b. Resolution to Accept Gifts
 6. Intercollegiate Athletics Committee
 7. Personnel Relations Committee
 - a. Resolution to Ratify Faculty/Staff Appointments
 8. Student Affairs Committee
 - a. Staff Report
 9. Executive Committee
- F. Communications and Memorials
- G. Unfinished Business
- H. New Business
- I. Time and Place of Next Regular Meeting by Resolution
 - Meeting Dates: 3 p.m., Friday, March 8, 1996
 - 3 p.m., Friday, June 21, 1996
- J. Adjournment



RESOLUTION OF APPRECIATION

WHEREAS, from March 1983 until July 1995, Attorney Alan R. Kretzer served with distinction as Special Counsel to the Ohio Attorney General for Youngstown State University; and

WHEREAS, throughout his term as Special Counsel, Attorney Kretzer consistently demonstrated the highest levels of legal skills, ethics, and judgment; and

WHEREAS, Attorney Kretzer's sound advice and counsel were relied upon by three presidents, more than twenty trustees, and many administrators and employees of Youngstown State University; and

WHEREAS, the Board of Trustees of Youngstown State University desires to express by resolution its appreciation to Attorney Kretzer for his years of service;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees express their appreciation to Attorney Alan R. Kretzer for his dedication and efforts as Special Counsel to Youngstown State University; and

FURTHER, that a copy of this Resolution be furnished to Attorney Kretzer.

**Board of Trustees Meeting
December 11, 1995
YR 1996-**

Agenda Item D.1.



**RESOLUTION TO APPROVE NEW MASTER'S
IN HEALTH AND HUMAN SERVICES
DEGREE PROGRAM**

WHEREAS, the College of Health and Human Services is committed by its mission and goals to serve the needs of the health care and human services communities of Northeast Ohio; and

WHEREAS, a master's degree in health and human services will serve the needs of developing professionals in the health care and human service communities; and

WHEREAS, the College of Health and Human Services, after consultation with several units on campus, has presented a proposal for a master's degree in health and human services for appropriate review and approval to the College, the School of Graduate Studies, and the University, as summarized on the attached Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the submission of a proposal for a master's degree in health and human services to the Ohio Board of Regents.

MASTERS IN HEALTH & HUMAN SERVICES

EXECUTIVE SUMMARY

- ◆ The Phase I document for the MHHS was reviewed by universities throughout Ohio which resulted in OBOR's permission to develop the program. Two years of research and preparation by faculty in the Department of Health Science, the Respiratory Care and Dental Hygiene programs, the Department of Management (College of Business Administration), and the Center for Urban Studies has gone into the formation of this multidisciplinary graduate degree. The final document has gone through extensive internal review at YSU and will shortly be submitted to OBOR for the final review.
- ◆ The College of Health and Human Services (CHHS) - Graduate Studies Committee has met, discussed the proposal, and approved the MHHS program with requested changes.
- ◆ The Department of Human Ecology and its graduate faculty has also reviewed the document. Their recommendations have been incorporated into the final proposal.
- ◆ The Curriculum Committee of the Graduate School has reviewed and approved the proposal.
- ◆ The Graduate Council of the Graduate School has reviewed and approved the proposal.
- ◆ The goals of the program include: (1) Providing working health and human service professionals with additional skills needed to function effectively in evolving work environment; (2) Meet the needs of regional "communities of interest" to develop this program; (3) Provide working professionals with "bridges to career enhancement"; (4) Prepare graduate to participate in health and human service research; and (5) Provide a basis for future doctoral study.
- ◆ The MHHS program differs from graduate degrees at sister institutions in that it is designed to enhance skills of health and human service professionals that primarily are employed at entry and mid-level managerial levels. Programs offered at Kent State, Akron, and Cleveland State are primarily limited to master's degrees in education, specifically technical education or community health education.
- ◆ Program formation is consistent with departmental, college, and university level mission statements for providing quality educational programming at the graduate level to enhance regional as well as national employment opportunities for YSU graduates.
- ◆ The MHHS degree is responsive to summary findings of the 1993 regional *Task Force of Health Needs, Careers, and Professions* as well as the *Task Force on Social Needs, Careers, and Professions*. These two task forces were established by the Dean of CHHS, Dr. John Yemma, to provide direction in regard to programming in the newly established college.
- ◆ Program support has been received from 10 health-based and 22 human service organizations.

- ◆ Based on strong interest from graduate surveys, enrollment is projected at 20-25 students annually.
- ◆ The MHHS is a multidisciplinary program, attracting bachelor-level students from many areas including, but not necessarily limited to: Allied Health, Health Science, Human Ecology and Social Work.
- ◆ Curricular development was guided by input from: (1) multidisciplinary program development committee; (2) needs assessment of potential employers; (3) needs assessment of potential students; (4) extensive internal reviews; and (5) responses received from 12 state institutions based on the Phase I proposal.
- ◆ Initially, one new faculty will be needed to support this program since the majority of the curriculum utilizes existing graduate offerings on campus. The new faculty position will be provided by the position that will be vacated when Dr. Loretta Liptak (Health Sciences) retires due to the ERIP. This position has been redesigned to support the graduate program.
- ◆ The open computer laboratory in Cushwa Hall was upgraded in September, 1995, with 16 new 486-based computers. Existing classroom facilities, library holdings, and office space are adequate in Cushwa Hall to support the proposed MHHS degree.

The proposed Masters in Health and Human Services degree at Youngstown State University is a contemporary, multidisciplinary graduate degree that builds on a strong theoretical base with specific concentration areas dealing with Health Promotion and Health and Human Service Administration. Distribution of the academic core, concentration areas, and thesis/non-thesis options is as follows:

Program prerequisites: BIS 613 (Microcomputer Applications) or its equivalent and ACCTG 503 (Elementary Accounting) or its equivalent.

ACADEMIC CORE:

“TOOLS” (12 quarter hours required)	
Research Methods, (CRJUS 945)	4 q. h.
Management Information Systems (MGMT 917)	4 q. h.
Statistical Techniques in Research (CRJUS 940)	4 q. h.
<i>Prerequisites for the “TOOLS” courses include: undergraduate methodology and statistics courses, and Accounting/Marketing/or Management 601.</i>	
“MANAGEMENT SKILLS” (8 quarter hours required)	
Organizational Behavior (MGMT 961)	4 q. h.
Organizational Staffing Process (MGMT 962)	4 q. h.
<i>Prerequisite for the “MANAGEMENT SKILLS” component is Management 725 or equivalent.</i>	

“ISSUES IN HEALTH AND HUMAN SERVICES” (15 quarter hours required)

Grant Writing for Health Professions (HSC 828)	4 q.h.
Health Behavior (HSC 953)	3 q.h.
Issues in Health & Human Services (HSC 958)	3 q.h.
Principles of Community Health Practice (HSC 949)	3 q.h.
Seminar (HSC 1010)	2 q.h.

CONCENTRATION AREAS:

“HEALTH PROMOTION” (9 quarter hours required)

Foundations of Health Promotion (HSC 959)	3 q.h.
Program Planning and Evaluation in Health Promotion (HSC 960) ..	3 q.h.
Implementing Health Promotion Programs (HSC 961)	3 q.h.

OR

“HEALTH & HUMAN SERVICE ADMINISTRATION” (9 quarter hours required)

Program Planning and Evaluation for H.H.S. (AHLTH 918)	3 q.h.
Strategic Analysis for Health and Human Services (AHLTH 922) ..	3 q.h.
Fiscal Management for Health and Human Services (AHLTH 924) ..	3 q.h.

THESIS/NON-THESIS OPTION:

“THESIS” (8 quarter hours required)

AHLTH/HMEC/HSC 999 Thesis	8 q.h.
---------------------------------	--------

OR

“ELECTIVE COURSES” (12 quarter hours required)

Business and Society (MGMT 971)	3 q.h.
Current Issues in Health Care (AHLTH 803)	4 q.h.
Epidemiology for the Health Care Practitioner (AHLTH 807)	4 q.h.
International Health Care Systems (AHLTH 814)	3 q.h.
Introduction to Chemical Dependency (COUNS 902)	3 q.h.
Current Concepts in Nutrition (HMEC 925)	4 q.h.
Social Gerontology (SOCIO 905)	4 q.h.
Nutrition and Aging (FNUTR 873)	4 q.h.
Maternal and Child Nutrition (FNUTR 872)	4 q.h.

TOTAL HOURS FOR DEGREE 52-56 q.h.



**RESOLUTION TO ESTABLISH A
NON-PROFIT ORGANIZATION**

WHEREAS, Youngstown State University as a higher education institution has a mission to discover, develop, and disseminate new knowledge; and

WHEREAS, Youngstown State University, in furtherance of this mission wishes to assist in the development of technology to foster commercial and industrial development in the service area; and

WHEREAS, a non-profit organization, in certain situations is the preferred vehicle to accomplish this goal;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the establishment of a non-profit organization, the reorganization of an existing 501(c)(3), or the development of an organization to serve in such capacity under an existing Department of the University, to assist in the development and transfer of technology to foster economic development in the YSU service area.



**FISCAL YEAR 1996-1998
Youngstown State University
Capital Project List**

1.	<i>College of Education/Auditorium.</i>	<i>\$3,300,000</i>
2.	<i>YSU/Butler Project</i>	<i>2,000,000</i>
3.	<i>Electronic Campus (Phase II)</i>	<i>2,500,000</i>
4.	<i>Meshel Hall: Student Enrollment Center</i>	<i>1,000,000</i>
5.	<i>Bliss Hall Rehabilitation (Phase III).</i>	<i>700,000</i>
		<hr/>
	TOTAL	\$9,500,000
		=====

**Revised
12/06/95**



**STATE CAPITAL FUNDING
PROPOSED PROJECTS**

1996-1998 BIENNIUM:	ESTIMATE	AMENDED ESTIMATE
1. College of Education/Auditorium	\$ 3,300,000	\$3,300,000
2. YSU/Butler Project	2,000,000	2,000,000
3. Electronic Campus (Phase II)	2,500,000	2,500,000
4. Cushwa Hall Renovations (Academic)	1,000,000	-0-
5. Bliss Hall Renovations Phase III (Academic)	1,400,000	2,000,000
6. Meshel Hall: Student Enrollment Center	<u>1,000,000</u>	<u>1,000,000</u>
TOTAL	<u>\$11,200,000</u>	<u>\$10,800,000</u>

12/4/95

**Agenda Item E.4.b.
Exhibit B**



**RESOLUTION TO APPOINT ARCHITECT
FOR STAMBAUGH STADIUM EXPANSION PROJECT**

WHEREAS, it is necessary to expand the available seating in Stambaugh Stadium; and

WHEREAS, there are reasonable prospects of a successful funding campaign for a stadium expansion; and

WHEREAS, responses to Requests for Proposals for professional services for the stadium expansion project have been received and reviewed and interviews conducted;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby appoint the firm of K. Anthony Hayek Associates Inc., to provide professional services for the design and construction of the Stambaugh Stadium expansion project.



**RESOLUTION REGARDING THE CENTER FOR
TECHNOLOGY IN THE ARTS**

WHEREAS, Youngstown State University and The Butler Institute of American Art have agreed to a joint endeavor to establish a Center for Technology in the Arts at The Butler Institute of American Art; and

WHEREAS, funding for the Center from the University, the State of Ohio and private donations has been assured; and

WHEREAS, a joint steering committee of University and Butler Institute representatives is needed to prepare, carry out and administer the planning, construction and operation of the Center; and

WHEREAS, the Board of Trustees of Youngstown State University has appointed three University representatives and the President of Youngstown State University, or his/her designee, to the YSU-Butler Steering Committee to accomplish this purpose; and

WHEREAS, the Board of Directors of The Butler Institute of American Art has appointed three Butler Institute representatives and the Director of the Butler Institute to the YSU-Butler Steering Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University authorizes and empowers the University representatives of the YSU-Butler Steering Committee, on behalf of the University, to enter into a joint use agreement, select architects, and to do all things necessary and proper to complete the joint project between Youngstown State University and the Butler Institute of American Art known as the Center for Technology in the Arts.



RESOLUTION TO ACCEPT GIFTS

WHEREAS, Resolution YR 1980-34 provides that the President shall compile a list of gifts to the University for each meeting of the Board of Trustees and present the list accompanied by his recommendation for action by the Board; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept these gifts on behalf of the Youngstown State University and requests that the President acknowledge the acceptance of these gifts and expresses our gratitude for their generosity in support of the University.

**Board of Trustees Meeting
December 11, 1995
YR 1996-**

Agenda Item E.5.b.



EXECUTIVE SUMMARY
GIFTS
FOR THE PERIOD JULY 1 - SEPTEMBER 30, 1995

UNIVERSITY DEVELOPMENT (SEE ATTACHMENT 1):

	NUMBER RECEIVED	TOTAL
CASH	214	\$125,243.87
TOTAL	214	<u>\$125,243.87</u>

WYSU-FM (SEE ATTACHMENT 2):

	NUMBER RECEIVED	TOTAL
CASH	41	<u>\$ 3,040.00</u>
TOTAL	41	<u>\$ 3,040.00</u>

MAAG LIBRARY (SEE ATTACHMENT 3):

	NUMBER RECEIVED	TOTAL
CASH	21	\$ 2,732.00
NON-CASH	<u>5,737</u>	<u>N/A</u>
TOTAL	5,758	<u>\$ 2,732.00</u>



YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES
UNIVERSITY DEVELOPMENT GIFT LIST
FOR THE PERIOD OF JULY 1 - SEPTEMBER 30, 1995

<u>DESCRIPTION</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	214	<u>\$125,243.87</u>
Total	214	\$125,243.87

RANKING OF CASH GIFTS:

	<u>NUMBER RECEIVED</u>	<u>TOTAL</u>
\$5,000+	8	\$98,655.02
\$1,000 - \$4,999	6	7,900.00
\$500 - \$999	10	5,200.00
Below \$500	<u>190</u>	<u>13,488.85</u>
Total	214	\$125,243.87

CASH CONTRIBUTIONS BY RANK

\$5,000+

John A. DePizzo, Jr.
Edward W. & Alice R. Powers Trust
Falcon Foundry
Martha Holden Jennings Foundation
Nathaniel Jones Banquet Committee
Second National Bank of Warren
Sekely Industries
UAW Local 1112/BOC Lordstown Assembly

\$1,000 - \$4,999

AMVETS
Belmont Pines Hospital
Mary Anne P. Guerrieri
Independent Insurance Agents of Trumbull County
James J. Lepore
Dr. Thomas A. Shipka

\$500 - \$999

Ameritech Matching Gift Services
Paul E. Beckman, Jr.
Rebecca Ann Dale
General Motors Corporation
Joseph S. Gregori, M.D.
Drs. Sanford and Sally Hotchkiss
Michael F. Murphy
Niles Historical Society
Gim Saik Oh
The Vindicator

Below \$500

Anonymous
Alcan Aluminum Corporation
Marcy L. Alexander
American Concrete Institute
American Diabetes Association
Carol L. Avery
Andrew A. & Mary Ellen Baird
Deborah A. Baker
Richard H. & Doris J. Baker
Conrad F. Balazs
Sally Lou Barnes
DeAnna Beachley
Dr. Mary J. Beaubien
Joseph E. Bedich
Jacqueline M. Bibo
Frank J. Bindas
Boardman Steel, Inc.
Catherine H. Bomstein
Howard J. Boquist, Jr.
James A. & Joyce Brent
David H. Brown
Victoria N. Brown
Christina M. Buccino
Holly J. Burge-Stafford, M.D.
Robert A. Calcagni
John R. Calvin
Philip A. Campanella
Kevin L. Campbell
Arthur M. Caro, Jr.
Daniel E. Carrocce
Thomas J. & Debra Cavalier
Philip J. Cicero, II
CIGNA Corporation
Michelle D. Clark
Frances E. Colabine
Commercial Intertech Corporation
Robert W. Cooke
Jon W. Cover
Steven Cruz
Karen R. Dahman
Diane E. DeJulio, LPC
Vito & Sophie DiIullo
James R. DiLorenzo
Phoebe Jane Dixon

Robert J. Dombrowe
Renee A. Drissen
East Ohio Gas Company
Robert J. Edwards
Suzanne Edwards
Taylor G. III & Peggy Evans
Anthony Flask
Don Foley
Mary P. Foley
Ruth Forsythe
Jeffrey Francis
Rose Freeman
Celia L. Fullerton
Susan D. Gallagher
T. Geoffrey Gay
Gary W. Geiger
Mark S. Gervelis
Golden Dawn Restaurant
Walter E. & Dolores A. Good
Connie L. Gorby
Edward J. Gorse
Jody & Diana Gould
Jodi Lynn Grdic
Ruth Ann Groff
Albert A. & Julia Guarnieri
Paul G. Gustafan
Martha J. & Jack Guterba-Beatty
Robert H. Hackman
Dennis Haines
Kenneth Hankins
Jean Hassell
Susan E. Huffman
Renza Hughley, Jr.
Eric R. Hull
William T. Hull
Megan L. Issac
Jean A. Jaeger
C. Gilbert, Jr. & Adeline James
Elizabeth Janecko
Glenn Jarratt
Ronald V. Jaworski
LaVonne L. Jeffers
David C. Joseph
Morris Kaplowitz

Rebecca L. Keck
John E. & Elizabeth Keiser
Keith V. Kephart
Howard Kline
John D. Kline
Carolyn L. Korenic
Dawn L. Kramer
Eugene J. Kusnir
George C. & Mary Ann Kyprianou
Bari A. Lateef
Mary Jane Leeper
James C. Lehwald
Rebecca R. Levering
Marvin & Sharon Levy
Dwayne A. Lewis
Lucinda Lopriore
Joseph F. Malmisur
Joseph W. Maruschek
Danna Lynn Mathews
Jill L. Mauro
Martha R. Mawby
Karen A. Mazza
Catherine L. McCoy
Paul & Dianne McFadden
Robert C. McGoogan
Patricia A. Miller
General Mills
Heidie Mitchell
Janet L. Mitchell
George F. III & Kathleen Mocker
Montescue T. Moree
Russell A. & Kathie Nalepa
Mariam L. Nallon
Neil T. Necastro
Carolyn A. Nee
Dominic G. Nespeca III
Richard Nickerson
John F., Jr. & Pamela Nock
Clair A. Nunemaker
Ohio Edison Company
Eldon P. O'Neil
William B. Orr
Paula Page
Atty. James L. Pazol
Elaine Pearce
Daniel J. Pissini

Albert & Darlene Pompeo
Fred J. Primavera
Betsy A. Quackenbush
Quaker Oats Foundation
Roland E. & Brenda H. Reed
Paul R. Reese
Diana L. Richards
Doris H. Riendeau
M. Alice Riley
Rockwell International
Michael M. & Barbara Ann Roman
Satec Systems
Pauline & Paul Saternow
Sharon L. Schulte
Robert J. Shipka
Patricia E. Shively
Monique S. Shver
Eagle Silkscreen
Jeffery & Wuanita Smith
Judith A. Smith
Mary B. Smith
Joseph H. Sostaric
Charles G. & Barbara Stephens
Al Sturgeon, Sr.
Carl G. & Juliana Swabek
Leslie v. Szirmay
Earl P. Taflan
Mary J. Terzigni
Sara A. Thomas
Raymond R. Timlin
James Tressel
Jeffrey A. Tucker
Delores A. Uber
Cheryl A. Vanatsky
Amy E. VanKirk
Robert S. Viencek
Raymond L. Villers
Agatha M. Vogel
George F. Wadlington
Victor F. Wantatah
Dennis Watkins
Patricia A. Watson
David L. Weaver
Charlotte Welmer
Westinghouse Foundation
Paul P. Weymer



YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES
WYSU-FM GIFT LIST
FOR THE PERIOD OF JULY 1 - SEPTEMBER 30, 1995

<u>DESCRIPTION</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	41	<u>\$3,040.00</u>
Total	41	\$3,040.00

RANKING OF CASH GIFTS:

	<u>NUMBER RECEIVED</u>	<u>TOTAL</u>
Below \$500	<u>41</u>	<u>\$3,040.00</u>
Total	41	\$3,040.00

CASH CONTRIBUTIONS

Below \$500

Sr. Julia Baluch
Robert Barendfeld
Mr. & Mrs. Eric Benjamin
Martin Berger
George M. Bernardich
Dorothy L. Brawn
Donald R. Buckey
Robert S. Burke
Mr. & Mrs. Stephen R. Chikosky
Mr. & Mrs. John J. Coblentz
William P. Cooke
Mr. & Mrs. Edward Daytner
Cheryl A. Duffy
Leo Flauto
Thomas Goliber
James W. Herr
Gene & Glenda G. Hill
Raymond Johnson
Atty. Alan R. Kretzer
John J. Kuhn
Mary O. Lane

Atty. Jan R. Mastov
Donald B. McLennan
Samuel P. Moore, Jr.
Bernadette Mullins for
Tom Matzer
Hugh B. Pannunzio
Tedrow L. Perkins
Margaret A. Poczak
Rev. James E. Ray
Ralph M. Ricci
Alfred J. Ruck, Jr.
St. Patrick's Church
Mr. & Mrs. Morton Sands
Dr. Thomas Shipka
Mr. & Mrs. Robert W. Smith
Dr. Anthony Stocks
Fr. Fred Trucksis
Sharon R. Verholek
Marianne Whitehouse
Dr. John C. York II
YSU OEA & AFL CIO

Total Cash Contributions

\$3,040.00



YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES
MAAG LIBRARY GIFT LIST
FOR THE PERIOD OF JULY 1 - SEPTEMBER 30, 1995

<u>DESCRIPTION</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	21	\$2,732.00
Non-Cash Gifts	<u>5,737</u>	<u>N/A</u>
Total	5,758	\$2,732.00

RANKING OF CASH GIFTS:

	<u>NUMBER RECEIVED</u>	<u>TOTAL</u>
Below \$500	<u>21</u>	<u>\$2,732.00</u>
Total	21	\$2,732.00

CASH CONTRIBUTIONS BY CATEGORY

Beckman Memorial Collection

Karla Beckman & David G. Johnson in memory of Mary & Mark
Dr. Paul E. Beckman in memory of Mary & Mark

Candace Gay Memorial Fund

Dr. Thomas Gay in memory of Candace Gay

Miscellaneous

Drs. Barbara Brothers & Lawrence Haims in memory of Ann Hill
Virginia Chiarello in memory of Gasper M. LaForte
Joe DeLiso in memory of Chuck Martinek
Donna Esterly in memory of Emma D'Amiano
Larry Esterly in memory of Atty. John G. Denney
Larry Esterly in memory of Eugene H. Esterly
Friends of Wm. F. Maag Library in honor of Cari F. Chuey
Friends of Wm. F. Maag Library in honor of Dr. Hugh G. Earnhart
Richard & Sarah Gunn in memory of Delphord B. Crespi & Peter Clark
Sally Gunn in memory of Phillip Prosser, James Ehrman, Carmela Ambrosia & Stella Corbett
John, Claudia, & Janna Leyde in memory of Helen Elizabeth Damon
Bob & Christy Macchione in memory of John Rafeedie
Atty. Loren A. Popio
Mr. & Mrs. Jim Sarvas in memory of William Lyden
Dr. Thomas A. Shipka
Society for Analytical Chemists in honor of Kathryn Grace Scott
Sandra & Alan Stephan in memory of Ann Hill
Westside Bridge Club in memory of Clinton F. Jones, IV

Total Cash Contributions

\$2,732.00

NON-CASH CONTRIBUTIONS

Books

Anonymous
American College of Heraldry
American Immigration Control Foundation
Robb Arent
Art Resources Transfer, Inc.
William & Margaret Baker
Ball State University
Dr. William Barsch
Betts Corporation
Jacqueline Bibo
Dr. Barbara Brothers
Babette Burdman
Dr. & Mrs. Terry Buss
Dr. Robert V.C. Carr
Pamela Chumita
Barbara Fine Clouse
Consulate General of Federal Republic
of Germany
Consulate General of Israel
Rosemary Corsale
Craftsman Book Company
Dallas Symphony
Bassam M. Deeb
Jozef Deleu
Helen Dykema Dengler
Donald R. Dockry
Dr. Hugh G. Earnhart
Edison Electric Institute
Electronic Industries Association
Dr. Darla Funk
Dr. Thomas Gay
Dr. David C. Genaway
Geon Company
Dr. Bernard T. Gillis
Richard L. Glunt
Steve Gomori
Jean Anne Gove
Hellenic Orthodox Church
Terri Hendricks
Scott A. Hockenberry
Beverly Howse
Dr. Donald E. Hovey
Gertrude A. Hudson
Keith Kaiser
Kiplinger Washington Editors, Inc.
John Koyler
Korean Cultural Center
Lore Degenstein Gallery &
Susquehanna University
Mill Creek Park's Horticulture Department
Dr. Virginia R. Monseau
Angela Mudrak
National Council on Crime & Delinquency
National Hurricane Conference
Northern Kentucky University
Ohio Agricultural Research &
Development Center
Ohio Biomass Energy Program
Ohio Northern University
Warne Palmer in memory of
Dr. Gratia Murphy
Dr. Elsa V. Parsegian
George Peffer
Pendays Publications, Inc.
Phi Kappa Phi
Sam D. Pipino
Polish American Medical Society
Mr. & Mrs. Edward Pomponio
Research Development Corporation of Japan
Dr. Ruggles
Joseph L. Sacchini
Jan Schnall
Hildegard Schnuttgen in memory of
Dr. Elizabeth Sterenberg
Kathryn Shafer
Dr. Raymond J. Shuster
Dr. Morris Slavin
Dr. Jerome Small
Society for the Study of
Midwestern Literature

Society of Environmental
Toxicology & Chemistry
South African Consulate General
Jerome Spevack
St. George Lodge 66
Dr. Sandra W. Stephan
Kenneth S. Stern
Dr. P. Ellis Stoll
Dr. Daniel H. Suchora
Patricia Suchora
Lawrence S. Tait
Rep. James Trafficant

United States Sailing Association
University of Wisconsin's
Women's Studies Program
Western Reserve School System
Westminster College of Salt Lake City
White House Historical Association
Mary Beth White
Worldwatch Institute
Dr. James A. Wythwal
Y.O.H. 10th District Ladies Auxiliary
YSU Bookstore

Total Books

3,893

Miscellaneous

Rosemary Corsale
Dr. George Letchworth
Dr. Elsa V. Parsegian
Richard L. Glunt
Dr. Richard A. Shale
Dr. Morris Slavin
Mrs. Dorothy Manos
Atty. & Mrs. Myron Nadler
Stan Hywet Hall & Gardens

Total Miscellaneous Items

1,844



**RESOLUTION TO RATIFY
FACULTY/STAFF APPOINTMENTS**

WHEREAS, the *Policies of the Board of Trustees* direct the President to appoint such employees as are necessary to effectively carry out the operation of the University; and

WHEREAS, new appointments have been made subsequent to the September 8, 1995 meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1995-96 Budget and with the University policy on Equal Employment Opportunity;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify and confirm the appointments as listed in Exhibit D attached hereto.

**Board of Trustees Meeting
December 11, 1995
YR 1996-**

Agenda Item E.7.b.

**YOUNGSTOWN STATE UNIVERSITY
RESOLUTION FOR NEW APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
AS OF November 20, 1995**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Dr. Mary Beaubien	Chairperson/Professor	Human Ecology	09/01/95	\$ 66,952	12 Mo.	One Year Appointment
Dr. Margaret Biggs	Coordinator, Reading & Study Skills Laboratory	Secondary Education	09/18/95	21,458 (12 Mo.Base:\$27,215)	12 Mo.	Temporary
Mr. Michael Bowman	Coordinator for Recreational Facilities & Aquatics	Human Performance & Exercise Science	10/09/95	6,226 (12 Mo.Base:\$26,980)		Temporary: 10/09/95-12/31/95
Mr. Brett Butler	Asst. Baseball Coach	Intercollegiate Athletics	09/01/95	5,000 .33 FTE	12 Mo.	Part-time: 09/01/95-06/30/96
Ms. Catherine Cardwell	Asst. Reference Librarian	Maag Library	10/16/95	17,504 (12 Mo.Base:\$24,600)		Promotion
Dr. Raman Chiruvella	Polymeric Researcher	College of Engineering & Technology	07/01/95	44,000	12 Mo.	Transferred from YSU-TDC
Mr. Clarence Cockrell	Asst. Coach of Men's & Women's Cross Country/Track & Field	Intercollegiate Athletics	08/15/95	12,000 .65 FTE	12 Mo.	Part-time: 08/15/95-06/15/96
Ms. Any Lee Cossentino	Asst. Director of Program Operations	University Scholars Program		23,744 (12 Mo.Base:\$33,521)	12 Mo.	Adm. transfer of position from Student Affairs to Academic Affairs 10/16/94
Mr. William Croft	Asst. to Senior Woman Administrator	Intercollegiate Athletics	09/18/95	7,000 .487 FTE	12 Mo.	Part-time: 09/18/95-05/31/96
Ms. Patricia Dalleske	Instructor	Nursing	09/15/95	30,000	9 Mo.	Term/Contingent
Mr. Jeffrey Davenport	Asst. Baseball Coach	Intercollegiate Athletics	11/01/95	1,200 .26 FTE	12 Mo	Part-time: 11/01/95-02/29/96
Mr. Ronald Delacimo	Asst. Golf Coach	Intercollegiate Athletics	09/15/95	4,000 .40 FTE	12 Mo.	Part-time: 09/15/95-12/15/95; 03/15/96-06/15/96
Ms. Joy DeSalvo	Academic Administrator (Designate)	College of Arts & Sciences		42,029	12 Mo.	Adm. transfer from Student Affairs to Academic Affairs 08/01/95
Dr. Janice Elias	Asst. Provost for Planning and Assoc. Prof.	Office of the Provost	09/01/95	56,667 (12 Mo.Base:\$68,000)	12 Mo.	Promotion
Mr. Robert Geletka	Asst. Women's Basketball Coach	Intercollegiate Athletics	10/01/95	9,632 .55 FTE	12 Mo.	Part-time: 10/01/95-06/30/96
Dr. Philip Ginnetti	Chairperson/Assoc. Professor	Early & Middle Childhood	09/01/95	57,096	12 Mo.	Five Year Appointment

**YOUNGSTOWN STATE UNIVERSITY
RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS AND OTHER PERSONNEL ACTIONS
AS OF November 20, 1995**

Page 2

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Mr. Michael Graham	Coordinator--Video Service	Education Media Services	11/13/95	10,045 .75 FTE	12 Mo.	Part-time: 11/13/95-06/30/96 Contract extended; FTE increased
Ms. Cynthia Grier	Research Assistant	Center for Urban Studies	09/23/95	16,923 (12 Mo. Base: \$22,000)	12 Mo.	Part-time. Contract extended from 9/23-6/30/96. EXF
Ms. Tamara Groucutt	Academic Advisor	College of Health & Human Services	09/20/95	6,526 .50 FTE	12 Mo.	Replacement for employee on Staff Development Leave
Dr. Lawrence Haims	Assistant Dean	College of Education	09/01/95	65,429	10 Mo.	Temporary
Ms. Jeanne Herman	Associate Bursar	Bursar's Office	10/02/95	28,275 (12 Mo. Base: \$37,700)	12 Mo.	Promotion
Mr. Vincent Isom	Housing Coordinator	Housing Services	09/01/95	20,750 (12 Mo. Base: \$24,900)	12 Mo.	Promotion
Ms Andrea Jackson	Asst. Volleyball Coach	Intercollegiate Athletics	09/01/95	3,914 .25 FTE	12 Mo.	Part-time: 09/01/95-05/31/96
Mr. Tony Joy	Head Coach--Men's & Women's Golf	Intercollegiate Athletics	09/01/95	9,830 .55 FTE	12 Mo.	Part-time: 09/01/95-06/30/96
Dr. Christine Kate	Assistant Professor	Human Ecology	09/15/95	31,000	9 Mo.	Temporary
Mr. Ronald Kiichen	Assistant Baseball Coach	Intercollegiate Athletics	11/01/95	1,200 .26 FTE	12 Mo.	Part-time: 11/01/95-02/29/96
Mr. Brian Kopp	Asst. to Senior Woman Administrator	Intercollegiate Athletics	09/15/95	1,500 .26 FTE	12 Mo.	Part-time: 09/15/95-12/15/95
Ms. Karla Krodell	Planning/Grants Analyst	Ctr. for Human Services	10/18/95	10,558 .50 FTE	12 Mo.	Part-time: 10/18/95-06/30/96; EXF
Ms. Laura Lyden	Manager of Environmental Programs and Analytical Services	Dean's Office--College of Engineering (Ctr. For Engr. Research & Technology)	09/01/95	37,500 (12 Mo. Base: \$45,000)	12 Mo.	Transferred from YSU-TDC, EXF
Ms. Genevra Mann	Academic Administrator	College of Arts & Sciences	07/01/95	48,728	12 Mo.	Promotion (Temporary)
Dr. Hojjat Mehri	Chairperson/Professor	Industrial & Systems Engineering	09/01/95	83,764	12 Mo.	Five Year Appointment
Ms. Gina McHenry	Financial Aid Counselor--Special Programs	Financial Aid & Scholarships	11/20/95	16,074 (12 Mo. Base: \$26,121)	12 Mo.	Promotion
Mr. Ron Navarra	Tutor	Intercollegiate Athletics	11/01/95	2,000 .16 FTE	12 Mo.	Part-time: 11/01/95-06/15/96

YOUNGSTOWN STATE UNIVERSITY
RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS AND OTHER PERSONNEL ACTIONS
AS OF November 20, 1995

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Ms. Joan Patrone	Instructor	Human Ecology	09/15/95	26,563	9 Mo.	Temporary
Dr. James Pusch	Chairperson/Assoc. Professor	Foundations of Education	09/01/95	55,389	12 Mo.	Five Year Appointment
Mr. Michael Reksitis	Assistant Manager of Environmental Progs. (Ctr. For Engr. Research & Technology)	Dean's Office-College of Engineering	09/01/95	20,500 (12 Mo. Base-\$24,600)	12 Mo.	Transferred from YSU-TDC; EXF
Ms. Jean Romeo	Reference Librarian	Maag Library	09/29/95	27,742 (12 Mo. Base-\$36,800)	12 Mo.	Promotion
Ms. Kathryn Ronci	Instructor	Allied Health	09/15/95	29,000	9 Mo.	Temporary
Dr. Rochelle Ruffer	Assistant Professor	Economics	09/15/95	35,000	9 Mo.	Probationary (1st Yr.)
Ms. Janice Schnell	Government Documents Librarian	Maag Library	12/01/96	20,783 (12 Mo. Base-\$35,628)	12 Mo.	Lateral Transfer from 9 Mo. To 12 Mo. Position
Ms. Roseann Schwartz	Asst. Coach, Women's Golf	Intercollegiate Athletics	01/01/96	5,000 .55 FTE	12 Mo.	Part-time: 01/01/96-06/30/96
Ms. Mary Ellen Smith	Instructor	Human Ecology	09/15/95	26,563	9 Mo.	Temporary
Ms. Becki Spalding	Asst. Athletic Academic Counselor	Intercollegiate Athletics	11/01/95	8,000 .50 FTE	12 Mo.	Part-time: 11/01/95-06/30/96
Ms. Angela Steffy	Precollege Enrichment Program Asst. & Coordinator of Scope	Student Life	07/01/95	14,880 .63 FTE	12 Mo.	Increase FTE 07/01/95-06/30/96, EXF
Ms. Patricia Veisz	Sub-Center Director	Small Business Dev. Ctr Sub Ctr, Cushwa Ctr.		11,525 (12 Mo. Base-\$46,098)	12 Mo.	Contract extension, 10/01/95-12/31/95; EXF
Ms. Nancy Wagner	Instructor	Nursing	09/15/95	28,000	9 Mo.	Temporary
Mr. William Wolf	Assistant Coach Women's Basketball/Women's Tennis	Intercollegiate Athletics	09/01/95	8,000 .53 FTE	12 Mo.	Part-time: 09/01/95-06/30/96
Dr. Peter Woodlock	Associate Professor	Accounting & Finance	09/15/95	62,000	9 Mo.	Probationary (1st Yr.)
Ms. Beth Yeatts	Bursar	Bursar's Office	10/01/95	39,525 (12 Mo. Base-\$52,700)	12 Mo.	Promotion
Mr. Mark Zetts	Instructor	Human Ecology	09/15/95	28,000	9 Mo.	Temporary