

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

Tod Administration Building  
Friday, June 28, 2002

Pursuant to notice duly given, a regular meeting (the two hundred thirty-fifth) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., Friday, June 28, 2002, in the in the Board Room in Tod Administration Building.

All nine trustees were present at the meeting, to-wit: Mrs. Eugenia C. Atkinson, chairperson of the board, who presided, Mrs. Ruth Z. Wilkes, Mr. Joseph S. Nohra, Dr. Chander M. Kohli, Mr. Larry E. Esterly, Mr. Charles B. Cushwa III, Mr. F. W. Knecht III, Dr. H. S. Wang, and Mr. John L. Pogue. Also present was student trustee Mr. Jeffrey J. Parks.

Also present were: Dr. David C. Sweet, President; Dr. Tony Atwater, Provost; Dr. G. L. Mears, Executive Vice President; Dr. Cynthia E. Anderson, Vice President - Student Affairs, Mr. Terry R. Ondreyka, Vice President - Financial Affairs, and Franklin S. Bennett, Jr., secretary to the board of trustees. Also present were approximately 60 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The chairperson called the meeting to order.

**ITEM I - PROOF OF NOTICE OF MEETING.**

Evidence was available to establish that pursuant to Article II, Section 1, of the board's *Bylaws*; written notice of today's regular meeting was timely provided to each of the trustees, the student trustee and to the president.

**ITEM II - DISPOSITION OF MINUTES FOR REGULAR MEETING HELD MARCH 27, 2002.**

Prior to the meeting, the secretary had provided draft copies of the minutes of the board's regular meeting held on March 27, 2002 to each trustee, the student trustee, and the president. There being no additions, corrections, or revisions thereto, the minutes were approved as mailed.

**ITEM III - REPORT OF THE PRESIDENT OF THE UNIVERSITY.**

Dr. Sweet provided a PowerPoint presentation outlining the first two years of his presidency at YSU. Dr. Sweet reported that during the past two years enrollment has increased, retention rates have improved, measured progress has been made in enhancing diversity, and that state-mandated budget cuts have been implemented without threatening the university's financial stability. Dr. Sweet reported that 3 new deans have been hired, and that 42 faculty searches are underway. A Centennial Strategic Plan has identified 10 institutional priorities, and planning processes will address those priorities annually. Dr. Sweet reported that the University continues to progress on implementation of the Operations Improvement Task Force recommendations.

**ITEM IV - REPORTS OF THE COMMITTEES OF THE BOARD.**

The board considered the following committee reports and recommendations:

1. Academic and Student Affairs Committee

Dr. Atwater reported that successful search processes have resulted in the appointment of deans in the colleges of Arts & Sciences, Education and Engineering. Dr. Atwater thanked Dr. Bege Bowers for chairing the Centennial Strategic Planning Committee. Dr. Atwater stated that all incoming Fall 2002 freshmen would participate in a Freshman Readers Dialogue. All incoming freshmen will receive a copy of the book *Dancing With Strangers* and throughout the academic year will be given the opportunity to discuss the book.

Dr. Anderson reported that 43 separate programs would bring thousands of visitors to the YSU campus during the summer of 2002. It is hoped that many of the program participants will someday become YSU students. Dr. Anderson reported that Ms. Sue Davis would begin on July 1 as the Director of International Admissions. Ms. Davis and her staff will be housed in the Sweeney Welcome Center. Dr. Anderson reported that today is the last day that Dr. Thomas Vukovich would formally be on campus as the Interim Executive Director of Enrollment Management. Dr. Anderson thanked Dr. Vukovich for the many improvements made by Dr. Vukovich while he was at YSU. Dr. Anderson reported that Mr. William Countryman would serve as the Interim Executive Director of Enrollment Management upon Dr. Vukovich's departure.

Following the reports, the chairperson recognized Mrs. Wilkes, chairperson of the Academic and Student Affairs Committee who stated that the committee was recommending one

resolution for adoption by the board. On behalf of the committee, Mrs. Wilkes then moved the adoption of the following resolution:

Resolution to Authorize  
Conferral of Honorary Degree

**YR 2002-46**

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the conferral of a Doctor of Humanities (H.H.D.) Degree, *honoris causa*, upon McCullough Williams Jr., with all the rights and privileges attendant thereto.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

2. External Relations Committee

The chairperson recognized Mr. Esterly, chairperson of the External Relations Committee who stated that the committee was recommending one resolution for adoption by the board. On behalf of the committee, he then moved the adoption of the following resolution:

Resolution to Accept Development Gifts

**YR 2002-47**

WHEREAS, Board policy 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 Youngstown State University and requests that the President acknowledge the acceptance of these gifts and express our gratitude to the donors for their generosity in support of the University.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

3. Finance and Facilities Committee.

The chairperson recognized Mr. Ondreyka who provided a PowerPoint presentation highlighting the FY 2003 Operating Budget for the YSU General and Auxiliary Funds. A copy of Dr. Ondreyka's presentation follows these minutes.

The chairperson recognized Mr. Nohra, chairperson of the Finance and Facilities Committee, who stated that the Finance and Facilities Committee was recommending five resolutions for adoption by the Board. On behalf of the committee, Mr. Nohra then moved for adoption of the following resolution:

Resolution Concerning Annual Budget - Fiscal Year 2003

**YR 2002-48**

WHEREAS, the proposed Fiscal Year 2003 Annual Budget has been reviewed by the Finance and Facilities Committee of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Youngstown State University Fiscal Year 2003 Annual Operating Budget for General and Auxiliary Funds, shown on Exhibit B, as presented to the Finance and Facilities Committee be approved; and that approval includes:

1. Salaries for YSU-APAS and YSU-FOP members as provided for in the current Labor Agreements with the respective bargaining units;
2. Salaries for YSU-OEA and YSU-ACE employees at the Fiscal Year 2002 rates subject to modification upon the approval of Labor Agreements by the union memberships and the YSU Board of Trustees;
3. Salaries for part-time faculty, graduate assistants, research assistants, and student employees as detailed in the budget document;
4. Salaries for all other employees shall be continued at the Fiscal Year 2002 rates subject to adjustments and as recommended for exempt employees;

5. The authority to approve expenditures and transfers as described in the budget document and in accordance with Board and University policy;
6. Exemption of all professional/administrative positions from the overtime provisions of Section 124.18 of the *Ohio Revised Code*; and
7. Contract duration for professional/administrative staff who serve on multi-year contracts under the provisions of *Board of Trustees Policy 7016.01*.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Mr. Nohra then moved for adoption of the following resolution:

Resolution to Approve  
Changes to Student Tuition, Fees, and Other Charge  
For Consortium Programs, Fiscal Year 2003

**YR 2002-49**

WHEREAS, The Board of Trustees of Youngstown State University adopted the Fiscal Year 2003 Student Tuition, Fees, and Other Charges Schedule at the March 2002 meeting of the Board; and

WHEREAS, consortium rates for the Master of Public Health and Joint Engineering programs were finalized subsequent to the March 2002 meeting of the Board;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby amend the consortium tuition and fee rates for the Master of Public Health and Joint Engineering programs for Fiscal Year 2003 as outlined in Exhibit C.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Mr. Nohra then moved for adoption of the following resolution:

Resolution to Authorize  
Recording of Income from Sale of Anthem Stock, June 2002

YR 2002-50

WHEREAS, the Prudential Insurance Company and Anthem Blue Cross and Blue Shield Insurance Company converted from private mutual insurance companies to publicly traded insurance companies (a process known as "demutualization"); and

WHEREAS, Youngstown State University recently received and deposited into a temporary clearing account the sum of \$1,530,002 from the sale of its converted Anthem stock; and

WHEREAS, the University will comply with the Auditor of State's Technical Bulletin, numbered 2002-002 and titled "Demutualization of Insurance Companies," which recommends that "in a public meeting, the legislative body or governing board of each public office should determine the fund into which the cash will be recorded and that decision should be reflected in the minutes of that meeting;" and

WHEREAS, the climate for economic recovery in Ohio remains uncertain;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve recording the \$1,530,002 received from the sale of Anthem stock into the Stabilization Reserve Fund; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve a corresponding increase to the Fiscal Year 2002 General Fund budget in the amount of \$1,530,002.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Mr. Nohra then moved for adoption of the following resolution:

Resolution to Modify  
Investment of Non-Endowment University Funds Policy

**YR 2002-51**

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

WHEREAS, this process can result in the modification of existing policies; and

WHEREAS, recently enacted House Bill 524, in particular the portion addressing Ohio Revised Code Section 3345.05, becomes effective June 28, 2002, and addresses financial investments by State universities and requires the adoption of an investment policy and the establishment of an investment committee; and

WHEREAS, the existing University investment policy needs to be revised to conform with the requirements of House Bill 524; and

WHEREAS, action is required by the Board of Trustees prior to modifying an existing policy;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Investment of University Funds, policy number 3007.01 of the *University Guidebook*, shown as Exhibit D attached hereto. A copy of the policy indicating changes to be made and the relevant portion of House Bill 524 are also attached.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Mr. Nohra then moved for adoption of the following resolution:

Resolution to Modify  
Selection of Architects/Engineers  
For University Capital Projects Policy

**YR 2002-52**

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

WHEREAS, this process can result in the modification of existing policies; and

WHEREAS, action is required by the Board of Trustees prior to modifying or replacing an existing policy;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Selection of Architects/Engineers for University Capital Projects, policy number 4007.01 of the *University Guidebook*, shown as Exhibit E attached hereto. A copy of the policy indicating changes to be made is also attached.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

4. Internal Affairs Committee.

The chairperson recognized the secretary to the board who read the following resolution:

Resolution of Appreciation

**YR 2002-53**

WHEREAS, Dr. G. L. Mears has served the University as an outstanding leader for twenty-two years; and

WHEREAS, Dr. Mears began his career at Youngstown State University as the Director of Budget and Institutional Studies from 1980 through 1989, served as Executive Director from 1989 to 1993, and was named Executive Vice President in 1993; and



WHEREAS, Dr. Mears provided outstanding leadership in planning, supervising, and evaluating the components of the Division of Business and Financial Affairs, overseeing Administrative Services, Budget and Financial Services, CAMPUS 2000, Computing and Information Systems, Human Resources and Labor Relations, and the Offices of Equal Opportunity and Diversity, Environmental and Occupational Health and Safety, and Internal Audit; and

WHEREAS, Dr. Mears has developed and provided general oversight of the General Fund budget that has grown from \$36,065,000 to \$100+ million and has provided direction to capital appropriations, as well as the capital equipment program which brought state-of-the-art equipment to the University; and

WHEREAS, Dr. Mears has represented the University on various committees and boards and has gained the respect of his colleagues throughout Ohio, not only for his expertise in responsible financial practices, but also for his contributions to higher education; and

WHEREAS, Dr. Mears has served as a valued member of the University's management team through the tenure of four University presidents; and

WHEREAS, Dr. Mears has provided encouragement, support, and guidance which have been instrumental in the development of staff in the Division of Business and Financial Affairs and throughout the campus; and

WHEREAS, Dr. Mears has represented the University with the highest degree of integrity in devoting his time, talents, skills, and efforts to advance the best interests of the University;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees do hereby acknowledge the many accomplishments and dedicated service of Dr. G. L. Mears to Youngstown State University and express their sincere appreciation for his outstanding leadership and

service and extend their best wishes upon his retirement; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be furnished to Dr. G. L. Mears.

Following the reading of the proposed resolution, Mr. Esterly moved its adoption by the board of trustees. Mr. Cushwa seconded the motion, which received the affirmative vote of all of the trustees. The chairperson declared the motion carried and the resolution adopted.

The chairperson recognized Dr. Kohli, chairperson of the Internal Affairs Committee, who stated that the committee was recommending six resolutions for adoption by the board. On behalf of the committee, he then moved for adoption of the following resolution:

Resolution to Ratify  
Faculty Staff Appointments

**YR 2002-54**

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 March 27, 2002, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 2001-2002 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 F attached hereto.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Dr. Kohli then moved for adoption of the following resolution:

Resolution to Authorize  
The Renaming of a Position and to Establish a Position

**YR 2002-55**

WHEREAS, the President's staffing requirements have been reviewed and the determination has been made that the best interests of the University would be served by reconfiguring and renaming the current position of Executive Vice President; and

WHEREAS, such actions require the approval of the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the renaming of the current position of Executive Vice President to Vice President for Administration; and

BE IT FURTHER RESOLVED, that a new position of Chief Technology Officer is established.

Following discussion, the motion received the affirmative vote of eight trustees, with Mr. Esterly abstaining. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Dr. Kohli then moved for adoption of the following resolution:

Resolution to Waive  
A Policy and Appoint a Vice President for Administration

**YR 2002-56**

WHEREAS, the Board of Trustees established a policy regarding the selection of administrative and executive officers of the University, Policy No. 9001.01; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of the University to waive the portion of said policy which requires a search to fill the executive officer position of Vice President for Administration;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State Univer-

sity authorizes the President to appoint John L. Habat to the position of Vice President for Administration without a search.

Following discussion, the motion received the affirmative vote of eight trustees, with Dr. Wang opposed. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Dr. Kohli then moved for adoption of the following resolution:

Resolution to Amend  
University Organizational Chart

**YR 2002-57**

WHEREAS, the Board of Trustees of Youngstown State University has reserved to itself the approval of the organizational structure for positions reporting to the President; and

WHEREAS, a restructuring of the executive level of the administration has been proposed;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby amend the executive level organizational plan approved by the Board of Trustees on March 27, 2002, as shown in the attached Exhibit G. A copy of the organizational plan approved on March 27, 2002, is attached for information.

Following discussion, the motion received the affirmative vote of eight trustees, with Mr. Esterly abstaining. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Dr. Kohli then moved for adoption of the following resolution:

Resolution to Authorize  
Conferral of Emeritus Status

**YR 2002-58**

WHEREAS, Policy 7003.01 of the *University Guidebook* provides for the conferral of emeritus status upon faculty and professional/administrative staff who retire from the University following at least ten

years of meritorious service and are recommended by the President of the University;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize that those faculty and professional/administrative staff members listed on Exhibit H attached hereto are hereby granted the emeritus title designated thereon.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

On behalf of the committee, Dr. Kohli then moved for adoption of the following resolution:

Resolution to Renew and Amend the Mutual Aid Agreement  
Between Youngstown State University and the City of Youngstown

**YR 2002-59**

WHEREAS, Youngstown State University and the City of Youngstown entered into a Mutual Aid Agreement on July 16, 1998 to provide mutual assistance and interchange of police personnel and equipment in situations where one department needs and requests the assistance of the other, as provided for in Ohio Revised Code, Section 3345.041 and by Article XVIII of the Ohio Constitution; and

WHEREAS, the Mutual Aid Agreement will expire on June 30, 2002; and

WHEREAS, it is in the best interests of Youngstown State University to renew the Mutual Aid Agreement; and

WHEREAS, the Mutual Aid Agreement provides for a defined mutual aid area generally within one-half mile of the campus; and

WHEREAS, it is desirable to amend the defined mutual aid area to include the area between Wood Street and the Mahoning River as shown on the attached map;

NOW, THEREFORE, BE IT RESOLVED, that the

Board of Trustees of Youngstown State University does hereby ratify the Mutual Aid Agreement between the City of Youngstown and Youngstown State University found in Exhibit I attached hereto.

Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

**ITEM V - COMMUNICATIONS, MEMORIALS**

The chairperson recognized the secretary to the board who read the following resolution:

Resolution of Appreciation

**YR 2002-60**

WHEREAS, in 1995 Mrs. Ruth Z. Wilkes was appointed to fill the unexpired term of Judge George J. Limbert on the Board of Trustees of Youngstown State University by Governor George V. Voinovich; and

WHEREAS, for seven years Mrs. Wilkes has served faithfully as a Trustee of Youngstown State University, and has generously devoted her time, talents, skills and efforts to the best interests of the University, its students, faculty and staff; and

WHEREAS, Mrs. Wilkes served with distinction on the Academic and Student Affairs, External Relations, Finance and Facilities, and Internal Affairs Committees; served on the 1999 Presidential Search Advisory Committee; and served as Vice Chairperson and Chairperson of the Board of Trustees of Youngstown State University; and

WHEREAS, Mrs. Wilkes' commitment to the University was clearly evidenced by her effective leadership as Board Chairperson during the period of transition from the administration of President Leslie H. Cochran to that of President David C. Sweet; and

WHEREAS, Mrs. Wilkes, while undertaking the responsibilities of a member of the Board of

Trustees, has continued to provide outstanding leadership to her community as Mayor of The Village of Poland;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees express their appreciation to Mrs. Ruth Z. Wilkes for her 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

BE IT FURTHER RESOLVED, that a copy of this Resolution be furnished to Mrs. Wilkes.

Mr. Cushwa moved the adoption of the resolution as read by the secretary to the board. Dr. Wang seconded the motion. Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted.

**ITEM VI - UNFINISHED BUSINESS**

The board considered no unfinished business.

**ITEM VII - NEW BUSINESS**

The board considered no new business.

**ITEM VIII - ELECTION OF BOARD OFFICERS**

The chairperson stated that at the March meeting of the board of trustees the Nominating Committee had announced the following recommendations for the 2002-2003 board officers:

Chairperson	Joseph S. Nohra
Vice Chairperson	Chander M. Kohli
Secretary	Franklin S. Bennett, Jr.

There were no further nominations. Mr. Cushwa moved that the slate of 2002-2003 board officers recommended by the Nominating Committee be elected. Mr. Esterly seconded the motion. Thereafter, the motion received the affirmative vote of all trustees present, and the chairperson declared the officers elected.

**ITEM IX - TIME AND PLACE OF UPCOMING REGULAR MEETINGS**

YR 2002-61

Upon motion made by Mr. Nohra, seconded by Dr. Kohli, which received the affirmative vote of all trustees present, the trustees resolved to set the following dates and times for the next regular meetings of the board:

3:00 p.m. on Tuesday, September 24, 2002  
3:00 p.m. on Wednesday, December 18, 2002  
3:00 p.m. on Friday, March 21, 2003  
3:00 p.m. on Friday, June 20, 2003

**ITEM X - ADJOURNMENT**

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 4:10 p.m.

\_\_\_\_\_  
Chairperson

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Trustees





**EXECUTIVE SUMMARY  
GIFTS  
FOR THE PERIOD JANUARY 1 - MARCH 31, 2002**

UNIVERSITY DEVELOPMENT (SEE ATTACHMENT 1):

	NUMBER RECEIVED	TOTAL
CASH	1,405	\$296,726.31
NON-CASH	6	11,973.86
<b>TOTAL</b>	<b>1,411</b>	<b>\$308,700.17</b>

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WYSU-FM (SEE ATTACHMENT 2):

	NUMBER RECEIVED	TOTAL
CASH	289	\$81,970.00
<b>TOTAL</b>	<b>289</b>	<b>\$81,970.00</b>

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ALUMNI RELATIONS (SEE ATTACHMENT 3):

	NUMBER RECEIVED	TOTAL
CASH	3	\$ 5,515.00
<b>TOTAL</b>	<b>3</b>	<b>\$ 5,515.00</b>

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**Agenda Item E.2.a.  
Exhibit A**



YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES  
UNIVERSITY DEVELOPMENT GIFT LIST  
FOR THE PERIOD OF JANUARY 1 - MARCH 31, 2002

<u>GIFT TYPES</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	1,405	\$296,726.31
Non-Cash	<u>6</u>	<u>11,973.86</u>
<b>Total</b>	<b>1,411</b>	<b>\$308,700.17</b>

**RANKING OF CASH GIFTS**

<u>GIFT LEVELS</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Major Gifts \$10,000+	4	\$145,000.00
\$5,000+	7	35,754.70
\$1,000 - \$4,999	22	32,172.57
\$500 - \$999	32	17,050.00
Below \$500	1,340	66,749.04

## CASH CONTRIBUTIONS BY RANK

### Major Gifts

<u>Donor</u>	<u>Amount</u>	<u>Restriction</u>
Mr. Robert J. DiPiero	10,000.00	Jazz Ensemble in memory of Tony Leonardi
Mr. & Mrs. Anthony J. Lariccia	100,000.00	Recreation & Wellness Ctr.
Mr. & Mrs. Morris Simom	25,000.00	Judaic & Holocaust Studies
Youngstown Foundation	10,000.00	Summer Festival of Arts

### \$5,000 - \$9,999

Gasser Chair Company, Inc.	Dr. Thomas & Evelyn Stephens
Mr. John Gilchrist	Jim & Ellen Tressel
Home Savings & Loan Company	Raymond John Wean Foundation
Parker-Hannifin Matching Gifts	

### \$1,000 - \$4,999

American Ref-Fuel Company	Manulife Financial
Ms. Frances Crowther	Mr. Ned Mervos
Delphi Automotive Systems	NCR Foundation
Ms. Anita DeVivo	Atty. Leonard A. Olson
First Energy Foundation	SBC Foundation
George Fregone & Cheryl Perdue Fregone	Mr. & Mrs. Robert J. Shipka
General Motors Lordstown	Julia Spitzer Memorial Trust
IBM Corporation	Helen R. Stambaugh
Knight-Ridder, Inc.	State Farm Companies Foundation
Mr. & Mrs. Bernard J. Kosar, Sr.	<i>The Vindicator</i>
The Links, Inc.	Warren P. Williamson, Jr. Fund

### \$500 - \$999

AT & T Foundation	Dr. Ivania delPozo & Mr. Leonard Antal
Bruce & Nancy Beeghly	Miss Phoebe Jane Dixon
David & Sandra Borrow	Ms. Suzanne Edwards
Ms. Pamela S. Burdman	Donna & Larry Esterly
Mr. Theodore E. Burke	Fifth Third Bank
Dr. & Mrs. Anthony Chila	T. Geoffrey Gay & Susan Bean
Commercial Intertech Foundation	Mrs. Maxine J. Houck

Illinois Tool Works Foundation  
Ms. Madalyn H. Janosik  
The Hon. Nathaniel & Mrs. Lillian Jones  
Dr. and Mrs. Chander M. Kohli  
Dr. Michael F. Lloyd  
James & Barbara Moore  
ms consultants, inc.  
Mr. & Mrs. Robert O'Leary  
Mr. Jan F. Ornato

Mr. & Mrs. John M. "Jack" Pierson  
Dr. Victor & Mary Richley  
Ms. Blanche Sekeres  
Dr. C. Louise Sellaro  
Mr. Keith A. Snoddy  
Atty. & Mrs. Richard N. White  
Dr. & Mrs. John York  
Dr. Raymond & Barbara Yozwiak  
Mr. John D. Zelenak

**Below \$500**

Anonymous  
Mr. Alexander A. Adams  
Mrs. Rhonda L. Adams  
James, Jr. & Sheila Adsit  
Mr. Albert A. Agostinelli  
Mrs. Grace Ailes  
Dr. Kathleen Akpom  
Ms. Migdalia Alamo  
Wendy & Mikeal Albert  
Willard & Gene Albert  
George & Michele Albertini  
Luis & Elizabeth Alcalde  
Ms. Kathryn Alkire  
Donna & Richard Allison  
Ms. Hilda A. Alomaira  
Mr. Ryan C. Alter  
Mr. John J. Ambrozy  
Ms. Christine Amendola  
American Standard Foundation  
Mr. Ramon L. Amill  
Ms. Michelle C. Anania  
Gayle & Ronald Anderson  
Mr. James R. Anderson, Jr.  
Skip & Sherri Anderson  
Mr. & Mrs. Wayne Anderson  
Mr. Patrick D. Antos  
Mr. Andrew J. Arendas, Jr.  
Ms. Kathleen M. Arens  
Ms. Evelyn Armstrong  
Ms. LuAnn Armstrong  
Mr. & Mrs. Ernest Artista  
Joseph & Jacqueline Ascione

Ms. Jennifer Ashenfelder  
Mr. & Mrs. Richard Atkinson  
Mr. Art Atway  
Ms. Elizabeth Ausnehmer  
Mr. Eric S. Axelson  
Mr. Thomas M. Baatz  
Ms. Marcia K. Bailey  
Ms. Peggy S. Bailey  
Mr. Arthur Bain  
Dr. Carol Baird  
Mrs. Janet G. Baker  
Ms. Sandra Lee Baker  
Mr. Rob O. Baldwin  
Mrs. Ruth E. Baldwin  
Mr. Richard H. Balestra  
Mr. Craig M. Ballew  
Mr. Alan T. Banks  
Mr. David A. Baranski  
Mr. & Mrs. Charles L. Barber  
Mr. & Mrs. Bill L. Bardy  
Mr. Keith M. Barkett  
Ms. Darlene Baron  
Herbert & Mary Bartelmay  
Mrs. Lucile E. Bartelmay  
Mr. Richard Bartholomy  
Ms. Ann Mary-Margaret Bartlett  
Ms. Beth A. Bartlett  
Ms. Nancy L. Bartlomain  
Dan & Julia Barton  
Edward & Susan Bartos  
Mrs. Nancy A. Bartos  
Ms. Gloria J. Barwick

Mr. Stephen T. Basic, Jr.  
Mr. & Mrs. Stephen J. Bator  
Ms. Patricia A. Baumgartner in memory of  
Thompson C. Roberts  
Mrs. Angela J. Baun  
Bruce & Phyllis Beard  
Mr. & Mrs. William D. Beard  
Ms. Courtney R. Bearss  
Kay & Myron Bebko  
Dr. Servio T. Becerra  
Mr. & Mrs. Edward R. Bee  
Dr. Robert J. Beebe  
John D. & Joanne F. Beeghly  
Dr. George & Mrs. Betty Beelen  
Virginia & Nelson Begeot  
Mr. Frank S. Behne  
Ms. Brigitte A. Belmonte  
Mr. John A. Bender  
Atty. & Mrs. Franklin S. Bennett, Jr.  
Richard D. Bentfeld  
Mr. Thomas J. Benton  
Dr. Deborah Benyo  
Ms. Lucille A. Berger  
Dr. Martin E. Berger in memory of  
Tony Leonardi  
Mrs. Brigitt M. Berk  
Ms. Sherry Lynn Bernat  
Mr. Cary Berndt  
Mr. Donald J. Bernier  
Mr. Joseph Bettura  
Mr. Maury J. Bibent  
Ms. Jacqueline M. Bibo  
R. Bradley & Rebecca Bickel  
Mr. William D. Bigley  
Mr. Blaine C. Bingham  
Mr. Michael J. Birchak  
Mr. George S. Bircher  
Frederick & Susan Birkholtz  
Mrs. Betty C. Birrell  
Mr. & Mrs. Carl J. Bishop  
Mr. & Mrs. Marc A. Bjelac  
Ms. Jeanne Blackson  
Mr. Raymond J. Blasko  
Mrs. Heidi E. Blizzard  
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Mrs. Diane E. Ollom  
Ms. Clara Olmstead  
Mr. Richard C. Olson  
Raymond & Lillian Opre  
Mr. & Mrs. Donald A. Opsitnik  
Ms. Jenny Orcena  
Mr. Richard L. Orcena  
Mr. Edward J. Orosz  
Col. & Mrs. Thomas L. Orr  
Ms. Cleo Orsini  
Mr. Len Otremba  
Mr. & Mrs. Joseph P. Owen  
Mr. Martin C. Owens  
Kenneth & Cheryl Oyler  
Alec & Diane Pacella  
Mr. Michael A. Pachelli  
Mr. & Mrs. Jon N. Palley  
Ms. Billie Kay Pangborn  
Victoria & Michael J. Papalia  
Mrs. Martha Paraska  
Dr. & Mrs. James S. Paris  
Jean Pasacic  
Ruth G. Pash  
Mr. Joseph W. Pasquarella  
Dr. Gregory W. Pastrick

Ms. Elaine Patterson  
Jeff & Pam Patterson  
Mr. Jeffrey L. Patterson  
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Penny Laakso Pavelko  
Mrs. Mary C. Pavlick  
Mr. & Mrs. Joseph Pavlov, Jr.  
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Ms. June A. Pearson  
Mr. James C. Pecchio  
Thomas J. Pedrick, M.D.  
Ms. Sandy Peebles  
Anthony & Roseanne Peluso  
Cole & Sandra Pentz  
Ms. Lissa Penza  
Mr. William A. Peoples  
Kenneth & Judith Perich  
Mr. Gary J. Persino  
Mr. Enis Perugini  
Terry & Monika Perugini  
Ms. Carlotta Peters  
Mr. David G. Peters  
Mr. Christopher R. Petersen  
Sandi & Joseph Petiya  
Ms. Judy Petrella  
Mr. Dennis Petro  
Mr. Frank L. Petrony  
Mr. Ralph P. Petrucci  
Tracy L. Pezold & Veronica Koffsky  
Paul & Karen Pezzenti  
Mr. John E. Pflugh  
Ms. Catherine L. Phifer  
David & Elizabeth Phillips  
Mr. Thomas G. Phillips  
James & Patricia Pieron  
Ms. Hazel M. Pierson  
Ms. Amanda J. Pike  
Dr. Zbigniew Piotrowski  
Gene & Lora Jane Pirko  
Mr. & Mrs. John A. Pirko  
Ms. Kathleen M. Piscitani  
Mr. Albert Pishioneri  
Mr. Guy Pizzoferrato  
Ms. Christine M. Pizzulo  
Mr. Milton J. Place

Ms. Carrie L. Playforth  
Ms. Diana L. Plecker  
Mr. George A. Plevniak  
Ms. Angel K. Ploumbis  
John & Michele Polando  
Mr. Dayne L. Popa  
Father Stephen Popovich  
Ms. Candi Porter  
Mr. James Potjunas  
Mr. & Mrs. Harry Potts  
Ms. Cathleen M. Powell  
Atty. & Mrs. John Weed Powers  
Roy J. Pratt, III  
William & Clara Pride  
Mr. Christopher L. Prime  
Joanne Dove Priskey  
Ms. Marilyn Pritchett  
Ms. Karen L. Pruitt  
Mr. Mike Pruitt  
Stephen & Deborah Puhalla  
Ronald & Tamara Pusateri  
Nick & Marcie Quattro  
Mr. Michael K. Quetot  
Mrs. Kathy Raese  
Mrs. Judy Ragazzino  
Mr. Bil Railing  
Ms. Lisa Railing  
Mr. & Mrs. Dale J. Rair  
Ms. Chitra P. Rajagopal  
Mr. & Mrs. Michael E. Rakocy, Jr.  
Mr. Felix Ramirez  
Mr. John S. Ramson  
Mr. David A. Ramunno  
Mr. Patrick R. Ranalli  
Ms. Susan R. Randall  
Richard & Carol Rappach  
Ms. Jill R. Raslevich  
Mr. William A. Ratell  
Mr. Karl F. Raub  
Mr. James E. Ray  
Mr. & Mrs. Robert Raymond  
Ms. Maxine V. Raymore  
Mr. & Mrs. Patrick J. Reedy  
Ms. Patricia A. Reese  
Mrs. Lisa E. Reeves-Bertin

Mr. Fred R. Reider  
Mr. & Mrs. Robert L. Remaley  
Mr. & Mrs. Raymond M. Repasky  
Mr. Jackson L. Reynolds  
Mr. Jay A. Rice  
Mr. Jim Rice  
Ms. Mary E. Rice  
Mr. Thomas C. Rice  
Mr. Keith J. Rich  
Mr. Ralph E. Rich  
Ms. Marilyn J. Richards  
Ms. Patricia A. Richardson  
Robert & Jackie Richey  
Ms. Maureen E. Riley-Behringer  
Ms. Betty L. Ritter  
Riverside Beaver County School District  
Bill & Mary Rizer  
Mr. Mark Roach  
Mr. Dean E. Robb  
Mr. & Mrs. Nicholas J. Roberts  
Mr. William Robin B. Robinette  
Mr. Edward G. Robinson  
Mr. Wilfred D. Roden  
Ms. Arlene E. Rohrer  
Mr. Douglas L. Rohrer  
Ms. Janet B. Roll  
Mr. Patrick O. Rooney  
Barry & Margaret Rose  
Ms. Betty E. Rossi  
Joseph & Susan Rossi  
Dr. Ralph & M. Frances Rothenberg  
Mr. Robert T. Rowney  
Ms. Samantha M. Rozzo  
Ms. Carol O. Ruby  
William & Nicole Ruggles  
Mr. Edgar B. Rumble, Jr.  
Christopher & Elaine Rupe  
Mr. Joseph M. Ruscak  
Ms. Victoria S. Rush  
Susan Russo  
Ms. Betty L. Ryan  
Mr. & Mrs. Anthony J. Saadey  
Mr. Ronald M. Sabatino  
Ms. Patricia J. Sabel  
Ms. Shellie L. Sabel

Robert & Carol Sabo  
Susan J. Sabo, M.D.  
LTC Joseph & Mrs. Mary Jane Sacchini  
Dr. & Mrs. Joseph J. Sacchini  
Ms. Gina Sacco  
Miss Jessica Sacco  
Vincent & Katherine Sacco  
Ms. Sandra M. Sachs  
Mr. Daniel E. Sahli  
Mrs. Clare C. Salata  
Ms. Nancy Salcedo  
Samantha Ann Salcedo  
Dominic & Mary Salomone  
Ms. Catherine A. Saluga  
Mr. Gregory A. Salvati  
Mr. Frank Salvatore  
Dr. A. Duane Sample  
Mr. Christopher D. Sams  
Terry & Marilyn Samuels  
Mr. Jose Sanchez  
Ralph & Heather Sandy  
Mr. John S. Santisi  
Dr. Pete L. Sapon  
Sara Lee Foundation  
Emanuel & Anne Saraceno  
Mrs. Mary Sarene in memory of  
James Sarene  
Ms. Mary J. Sartori  
Mr. & Mrs. Paul H. Saternow  
Mrs. Kimberly S. Sauerwein  
Mrs. Dolores S. Saunders  
Dr. Helen Savage  
Ms. Mary Alice B. Schaff  
Mr. & Mrs. John A. Schaffner  
Dr. Nancee L. Schaffner  
Mr. Samuel S. Schaffner, Jr.  
Mr. Scott Schaffner  
Ms. Joyce C. Schatz  
Mr. Lou Schiavoni  
Mark & Melinda Schlarb  
Ms. Royann Schmitt  
Mr. & Mrs. C. Reid Schmutz  
Mr. Matthew L. Schneider  
Gary & Pamela Schneidmiller  
Mr. Aaron M. Schnitkey

Mr. Dave Schnitkey  
Mr. William Schnitkey  
Drs. James Schramer & Julia Gergits  
Mr. Karl B. Schroedel, II  
Mr. & Mrs. Daniel W. Schumacher  
Schwebel Family Foundation  
Estate of Shirley L. Schwebel  
Mr. F. William Scragg  
John & Eliska Scudder  
Mrs. Mary A. Seaborn  
Mrs. Beverly J. Seergae  
Mr. Niles J. Sefchick  
Mr. & Mrs. Terry L. Seibert  
Mr. Lee R. Seiple  
Andrew & Roslyn Sekula  
Allen & Diane Seman  
Mr. Roy A. Sembach  
Ms. Mary Serrano  
Mr. Victorino Serrano, Jr.  
Mr. & Mrs. Alan R. Setz  
Mr. Ronald M. Sevako  
Mr. David L. Sexton  
Mr. & Mrs. Gary Sexton  
Jeffrey & Judy Shaffer  
Dr. Marybeth D. Shaffer  
Dr. Raymond & Christine Shaffer  
Mr. Philip C. Sharp  
Joe & Shelley Shelby  
Mr. Bradley A. Shellito  
Christine & Steve Shelton  
David & Mary Ann Shepherd  
Mrs. Beth A. Sheppard  
Dr. Beth Sheridan  
Dr. J. Wayne & Marilyn K. Sheridan  
Ms. Shirley M. Shields  
Mr. Stephen E. Shiffer  
Mr. Richard F. Shirra  
Mr. Roger A. Shoaff  
Ms. Dolores M. Shorokey-Brunetti  
Lee & Ella Marie Shupe  
Ms. Mary Shutes  
Mr. & Mrs. Donald D. Sicafuse  
Mr. & Mrs. John P. Sich  
Mr. William H. Siefert  
Ms. Deloris B. Simms



Mr. Anthony B. Sindone  
John & Judy Sipusic  
Mr. Mark R. Sirney  
Ms. Amy L. Sittner  
George, Jr. & Cynthia Siva  
John & Mary Beth Siwec  
Mr. Michael S. Skurich  
John & Sandra Slanina  
Mr. Joseph P. Slifka, Jr.  
Mr. Bruce A. Smith  
Ms. Carrie E. Smith  
Mr. Dan A. Smith  
Ms. Gladys D. Smith  
Mr. & Mrs. James B. Smith  
Mr. Jeffrey J. Smith  
Dr. & Mrs. John-Christian Smith, VI  
Dr. Melissa T. Smith  
Ms. Pamela S. Smith  
Mrs. Peggy I. Smith  
Mrs. Ruth L. Smith  
Ms. Syliva M. Smith  
Ms. Catherine Smolka  
Ms. Georgene D. Smolko  
Mr. Randall G. Smrek  
Dr. Stephen & Mrs. Marilyn Sniderman  
in memory of Sandra Stephan's mother  
Ms. Charlene K. Sokal  
Mr. Joseph J. Solomon  
Ms. Nancy L. Solomon  
Ms. Suzy Sorice  
Mr. John L. Sorvillo, Jr.  
Mrs. Faye Spahlinger  
Mr. John T. Spano  
William & Robin Speece  
Richard & Dawn Spencer  
Mr. Robert G. Spencer  
William & Deborah Sperlazza  
Mr. Douglas R. Spicher  
Dr. Leonard B. Spiegel & Joy Elder in  
memory of Harry Alter & Rebecca Biller  
Ms. Linda K. Spowart  
Mr. Michael J. Sprague  
St. Brendan Home & School Association  
St. Joseph Home & School Association  
St. Nicholas School

Mr. Gary C. Staffeld  
Mrs. Marylou Stambaugh  
Dr. & Mrs. John Stancin  
Ms. Bette L. Steele  
Mr. David D. Steib  
Mr. & Mrs. Albert Stent in memory of  
Tony Leonardi  
Dr. Sandra & Capt. C. Alan Stephan  
Ms. Christine M. Stephens  
Richard & Barbara Stevens  
Dr. Ben C. Stigall  
W. Daniel & Kelly Stilson  
Mr. Ralph J. Stokes  
Mr. David R. Stolmack  
Ms. Janet E. Stoops  
Robert & Joann Stoops  
Anita & Norman Stothard  
Ms. Julie A. Stout  
Mrs. Paulette J. Strang  
Mr. & Mrs. Todd P. Stratford  
Mr. George N. Stroia  
Ronald & Nicole Strollo  
Student Organization of Respiratory Care  
Mr. Michael A. Studney  
Mr. Barry L. Sturms  
Ms. Angie Svagerko  
Gary & Rosalie Swanson  
Ms. Florence K. Swierz  
Ms. Mildred C. Swope  
Mr. G. James Sylvester  
James & Kathleen Szabo  
Mr. Bernard J. Szawan  
Mr. Stephen D. Tableman  
E. Peter Taflan  
Mr. David A. Tancer  
Mr. Ronald E. Tanner  
Mr. John Tarr  
Nicholas & Ellen Taylor  
Mr. & Mrs. Peter Tedde  
Mr. David L. Tempesta  
Ted & Mary Lou Terlesky  
Donald & Loraine Terpak  
Eleanor & John Tesner  
Ms. Cheryl D. Thompson  
Mr. & Mrs. Lewis I. Thompson

Mr. & Mrs. Richard N. Thompson  
Mr. William B. Thompson  
Mr. Michael J. Thornton  
Ms. Sharon E. Thrower  
Dr. & Mrs. Thomas R. Timko  
Mrs. Betty R. Tobias  
Mrs. Sarah J. Tomerlin  
Mr. & Mrs. John F. Tominey  
Mr. J. Robert Toth  
Mr. John J. Toth  
Dr. James M. Trapp  
Mr. & Mrs. Roger Treece  
Mr. & Mrs. Pat M. Trell  
Michael & Maria Tsikouris  
Mr. & Mrs. John Tudhope  
Charles & Jeanne Tydings  
William & Wendy Tyger  
Ms. Karen Tyllian  
Sandra & Jon Ulicney  
Mr. Lawrence E. Urban  
Mrs. Helen M. Urda  
Ms. Lori B. Valenzisi  
Atty. Joseph A. Valore  
Mr. David C. Vanaman  
Mr. Joe H. Vance  
Diana and Jeff Van Dootingh  
Mr. Robert V. VanHouten  
Robert & Toni Vargo  
Mr. David J. Vecchione  
Frank & Jackie Venzeio  
Ms. Vicki A. Vickers-Francis  
Mr. Angelo R. Vitullo  
Janette & David Vodhanel  
Ms. Linda J. Vogt  
Mr. Dale J. Voitus  
Mrs. Gladys E. Vojnovich  
Ms. Donna Lou Volchko  
Mr. William J. Volk  
Dr. Michael J. Vuksta, USN Ret.  
Ms. Kathryn C. Wackerly  
Thomas & Nancy Wagner  
Mr. Dave Wahl  
Mr. Jack E. Wahl  
Mr. Terry Wahl  
Mr. Edward R. Wajda

Mrs. Essie Walker  
Ms. Lillian M. Walker  
Mrs. Evelyn Walsh  
Mr. & Mrs. James B. Walter  
Ms. Jill Rae Walton  
Mr. Scott J. Warner  
Mr. & Mrs. Steven H. Warden  
Maj. Harlan T. Ware  
Joseph & Linda Warino  
Mrs. Jane E. Warmus  
Ms. Tara E. Watkins  
Mr. Ronald S. Watson  
Mr. Thomas E. Weaver, Jr.  
Mr. Zach Webb  
Mr. Larry A. Webster  
Sharon & Randall Weems  
Mrs. Patricia H. Weickenand  
Jerry & Theresa Weinstein in memory of  
James Sarene  
Ms. Kathleen D. Wentz  
Mrs. Lee Ann Wester  
Mr. David Westerkamp  
Ms. Jennifer E. Westover  
Westvaco Foundation  
Mr. & Mrs. Robert N. Whitaker  
Ms. Charlene S. White  
Mr. Jack M. White  
Ms. Michelle White  
Ms. Sue White  
Ms. Jennifer A. Whittington  
Dr. W. Craig Wilcox  
Mr. David Wiles  
J. Richard & Patricia Will  
Ms. Beverly J. Williams  
Mr. & Mrs. David L. Williams  
Ms. Donna L. Williams  
Mr. Herb W. Williams, Sr.  
Mr. & Mrs. Michael A. Williams  
Mr. & Mrs. Michael P. Williams  
Mr. William L. Williams  
Ms. Nancy P. Willis  
Ms. Cleona W. Wilson  
Mr. Harry J. Wilson  
Ms. Kathryn A. Wilson  
Ms. Linda K. Wilson

Ms. Mary Wilson  
 Mr. Scott Wilson  
 W. Scott & Michelle Wilson  
 Mr. & Mrs. Dennis Wingard  
 Ms. Patricia Trucksis Winkler  
 Mr. Robert A. Wise  
 Michael & Kathie Wityshyn  
 Mrs. Evelyn E. Wlodarski  
 Mr. Brian J. Wolf  
 Robert & Cynthia Ann Wollet  
 Mike & Margie Woltering  
 Mr. William R. Wood  
 Atty. & Mrs. W. Dallas Woodall  
 Ms. Joyce B. Woods  
 Ms. Margaretta V. Worthington  
 Dorothy Irey Wright  
 Mrs. Mary A. Wright  
 Dr. David A. Wyatt  
 Mr. Raymond E. Wylam

Mr. Ronald P. Yaist  
 Stanley & Lidia Yancar  
 David & Margaret Yeager  
 Ms. Lavina R. Yeager  
 Mr. Rami Yehudai  
 Mr. Donald G. Young  
 Florence & William Yuhas  
 Col. Robert J. Yuhas, Ret.  
 Zampelli Electronics  
 Mr. & Mrs. Robert Zanni  
 Mr. Michael P. Zappa  
 Robert & Catherine Zastany  
 John J. Zelis, M.D.  
 Ms. Marian Zickefoose  
 Dr. Anita Ziemak  
 Jon & Candy Zimmerman  
 Mr. John Zitello  
 Ms. Angela N. Zwick

**Total Cash Contributions:**

**\$296,726.31**

**NON-CASH CONTRIBUTIONS**

Alaris Medical Systems, Inc.	547.20	2 Gemini Pumps for Nursing Department
Audio Extremes	1,000.00	Music/Sound System for ROTC Military Ball
Norman & Frances Into	8,040.00	Equipment for YSU Amateur Radio Club
Dr. G.L. & Mrs. Virginia Mears	316.16	Stress Buster Balls for Enrollment Services
Wedgewood Pizza	299.50	Pizza for 2001 Campus Lights Pizza Party
Wood Dining	1,771.00	Food for Presidential Installation

**Total Non-Cash Contributions: \$11,973.86**



YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES  
 WYSU-FM GIFT LIST  
 FOR THE PERIOD OF JANUARY 1 - MARCH 31, 2002

<u>GIFT TYPES</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	<u>289</u>	<u>\$81,970.00</u>
<b>Total</b>	<b>289</b>	<b>\$81,970.00</b>

**RANKING OF CASH GIFTS**

<u>GIFT LEVELS</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Major Gifts \$10,000+	2	\$60,000.00
\$500 - \$999	2	\$ 1,000.00
Below \$500	285	\$20,970.00

## CASH CONTRIBUTIONS BY RANK

### Major Gifts

<u>Donor</u>	<u>Amount</u>	<u>Restriction</u>
Raymond John Wean Foundation	\$10,000.00	WYSU Operations
Raymond John Wean Foundation	\$50,000.00	Partial Payment for Digital Conversion

### \$500 to \$999

Joanne Beeghly  
William Flynn

### Below \$500

Atty. & Mrs. Richard Abrams	Charles & Wilma Black
Ronald Aepli	Kenneth Black
Elma Ague	Corinne Blosser
Dr. & Mrs. Chester Amedia	James & Eileen Bodendorfer
Brooke Anderson	Mr. & Mrs. David Boich
Fern Anderson	Joseph & Dorothy Bolotin
Dr. & Mrs. James Andrews	Martha Brenner
Ron & Dorothy Ansevin	Dr. Steven Brown
Antenucci, Inc.	Ray & Patricia Brugler
Betty Antenucci	Donald & Lois Bumback
Brenda Antenucci	Holly Burnett
Suzanne Anzelotti	Mr. & Mrs. Donald Byo
Julia Applegate	Thelma Caggiano
Gail Arneson	William Calvin
Diane Ausmann	Herman & Patricia Carach
Austintown Junior Women's League	Charles Carl
AXA Foundation	Maryann Centofanti
George Axiotis	Adrienne Cerimeli
Donald & Marilyn Badger	David Chenoweth
Frank & Toni Badolato	Harold Chevlen
James Baer	Stephen & Karen Chikosky
William Bartley	Dr. & Mrs. Albert Cinelli
Dr. & Mrs. Robert Beebe	Don & Jodi Clowes
Dr. & Mrs. Martin Berger	Duane Comek
Georgia Berner	Harold Conger
Julia Bevelaqua	Delma Cooper
Byron Bezdek	David & Dorothy Cornell
Margaret Bidinotto	Cornelius & Joan Cosgrove
Dr. Raymond Biswanger	Ruth W. Cruise

Rebecca Dale  
David & Judy Danko  
Karen Davis  
Edward & Sallie Daytner  
Mary Louise Dayton  
Eugene & Thelma DeCaprio  
Rosemary Decker  
James & Judith DeGenova  
Maryanne Deibel  
Phillip Dennison  
Gretchen Dennison-Birrell  
Henry Diamond  
Jeannette Dietz  
Dr. Joan DiGiulio  
Cliff Dilling  
P. David & Cynthia Dobish  
Rev. Deborah Dockstader  
Dow Jones & Company  
Mr. & Mrs. Dale Dowler  
Diane Drapcho  
Wade Driscoll  
Patricia Droba  
Mr. & Mrs. Art Druschel  
Thomas Dubis  
Mr. & Mrs. Ted Dumas  
James & Edith Dunlap  
Bobbie Ann Dunn  
Judith Duran  
Kent Engelhardt  
Mr. & Mrs. Louis Epstein  
Dr. James Esperon  
David & Linda Evans  
Mr. & Mrs. Joe Evans, Jr.  
William T. Evans  
Dominic Fimognari & Frances Ruble  
First Presbyterian Church  
Ruth Fletcher  
Augustine & Grace Fornataro  
Preston Foster  
Franz Communications  
Nancy French  
Friends of Music Association  
Judd Fritchey  
Tyrus Frolund  
Kathleen Gaige  
Atty. Ronald Galip  
Kathleen Garcia

Cynthia Gardiner  
Roseann Gavozzi  
Joseph George  
John & Sandra Gibson  
Robert & Mariah Gourley  
Mr. & Mrs. Plimpton Graul  
Judith Graziano  
Mr. & Mrs. Joseph Green  
William Greenway  
Greg Greenwood  
Carol Guglielm  
Robert Hahn  
Jack & Luanna Hale  
Veronica Hall  
Dr. Evelyn Halpern  
Margaret Hamel-McCloud  
Phyllis Hamilton  
Dr. Catherine Hammond  
Marie Handel  
Therese Harryhill  
James Hathaway  
Dr. Norma Hazelbaker  
Dr. & Mrs. Richard Hendry  
Robert Herring  
Miss Nancy Hettrick  
Higgins & Reardon Funeral Homes  
William & Roberta Himes  
James & Elizabeth Hines  
Thomas Hodge  
Mary Hogan  
Carol Homrighausen  
Dorothy Hoover  
Joseph & Lois Hopkins  
Nola Horvath  
Charles & Susan Hudak  
Mary Elizabeth Huesken  
Vern Hurajt  
Alan & Anne Hutchinson  
Warren & Mae Jensen  
Raymond Johnson  
Barbara L. Jones  
Emma Jones  
Mary Jones  
William & Patricia Jones  
James & Linda Juillerat  
Drs. Jitander & Judith Kalia  
Rosemarie Kascher

Charles & Mary Keller  
Dorothy Kennedy  
Rev. J. James Korda  
Maxine Koski  
Alan Kretzer  
Mrs. Rani Krishnan  
Desai & Indira Krishnarao  
Hyman Kritzer  
Michael Kuhn  
James & Janet Kunczt  
Louise Lefkort  
Charlotte Lehto  
Suzanne Lockhart  
Thomas & June Logan  
Bess Lowendorf  
Lucent Technologies  
Dr. Peter Lucke  
Mr. & Mrs. Charles Lundquist  
Amy Lunne  
David Luscher  
Daniel Lyden  
John MacIntosh, Jr.  
Elaine Madasz  
Ronald & Jeanne Mahon  
Natalie Majoros  
William & Doris Malter  
Marianne Mancuso  
Raymond Manley  
Joseph & Barbara Mansky  
Dr. & Mrs. William Martin  
Dr. Donald Mathews  
Charles & Eileen McBriarty  
John & Merrienne McGill  
Sallie McKelvey  
Robert & Susan Meermans  
Sen. Harry Meshel  
Dr. & Mrs. Brendan Minogue  
William & Rosemarie Mitchell  
Robert & Linda Mizwa  
Beth Molvin  
Vernon & Mary Alice Mook  
William & C. Marilyn Moore  
Frederick Morano  
Mr. & Mrs. Joseph Morgan  
Karl & Jeannine Morris  
Sue Motzer  
Barbara Mummey

Mutual of America  
Nina Nastasy  
John Newman  
Dr. & Mrs. Nicola Nicoloff  
Raymond & Eileen Novotny  
John & Martha Odle  
Anthony Palo  
Sr. Therese Pavilonis, H.M.  
Harold & Margaret Pearce  
James Perkins  
John & Marie Peterson  
Dr. Joan Philipp  
Laurel Phythyon  
Patsy Pilorusso  
David & Jane Pollack  
David & Patricia Privette  
Jeffrey & Margaret Proch  
Richard & Barbara Pucci  
Sr. Therese Quinn, H.M.  
Roberta Ramsey  
William Ratell  
Vikram & Urmi Raval  
Rev. James E. Ray  
Mary Reedy  
William & Janet Reeves  
Paul & Lucy Repko  
Gertrude Roche  
Hassan Ronaghy  
Alfred Ruck, Jr.  
Patricia Rudolph  
Gloria Rule  
Leonard Sainato  
Janet Sanders  
Dr. Mary Lee Sandusky  
Karen Scenna  
Jan Schnell  
James & Nancy Schotten  
Scott Schulick  
Seraphim  
Gladys Sibley  
Mr. & Mrs. Ted Siglow  
Sisters of Humility of Mary  
Dr. Morris Slavin  
Judith Sluss  
Dr. Melissa T. Smith  
Virginia Smith  
Dr. & Mrs. Stephen Sniderman

Judith Snyder  
William & Elizabeth Speer  
St. Anthony's Church  
St. James Church  
Donna Stamoolis  
Leonard Stanley  
Frank & Patricia Stearns  
Dr. & Mrs. Paul Stefek  
Carolyn Steglich  
Donald Stitt  
James Stoddard  
Anne Stroia  
Allan & Sarah Strouss  
Dr. & Mrs. Richard Stypula  
Eleanore Suci  
David & Kathy Sweeney  
Joseph Szakacs

**Total Cash Contributions:**

Patricia Taylor  
Thomas Taylor  
Dr. & Mrs. Robert Tener  
Tinkler Construction  
Klara Trusova  
Dr. James Umble  
Dean S. Wennerstrom  
Howard Wesler, Jr.  
Louise Williams  
Ed & Mary Wilson  
Robert Wilson  
Jacquelyn Yates  
Marian Yeagley  
David Young  
Sandra Young  
Youngstown Symphony Guild  
Harold Zealley

**\$81,970.00**





YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES  
ALUMNI RELATIONS GIFT LIST  
FOR THE PERIOD OF JANUARY 1 - MARCH 31, 2002

<u>GIFT TYPES</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
Cash	<u>3</u>	<u>\$5,515.00</u>
<b>Total</b>	<b>3</b>	<b>\$5,515.00</b>

**RANKING OF CASH GIFTS**

<u>GIFT LEVELS</u>	<u>NUMBER OF GIFTS</u>	<u>TOTAL</u>
\$5,000 +	1	\$5,000.00
\$500 - \$999	1	\$ 500.00
Below \$500	1	\$ 15.00

**CASH CONTRIBUTIONS BY RANK**

**\$5,000 +**

Gasser Chair

**\$500 - \$999**

Dr. Cynthia Anderson

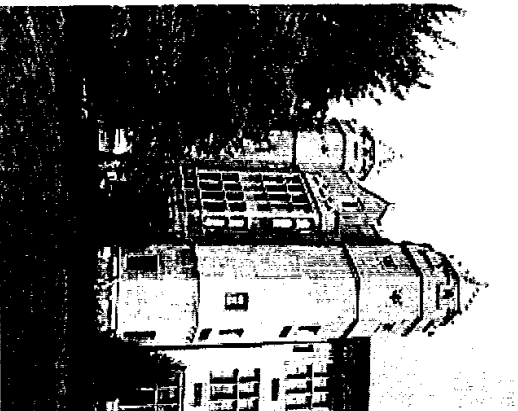
**Below \$500**

Attorney Ted Chuparkoff

**Total Cash Contributions: \$5,515.00**

# YOUNGSTOWN STATE UNIVERSITY

## Fiscal Year 2003 Operating Budget for General & Auxiliary Funds



Highlights Presented by  
Terry R. Ondreyka  
Vice President for Financial Affairs

**June 28, 2002**



## Fiscal Year 2003 Operating Budget for General & Auxiliary Funds

Fund Name	FY 2002 Modified Budget	FY 2003 Budget
<i>General Fund</i>	\$105,320,000	\$110,960,000
<i>Auxiliaries (Earned Income)</i>	15,336,530	16,055,680
Total Operating Budget	\$120,656,530	\$127,015,680

- Fiscal Year 2003 Budget increased \$6.4 million
- \$5.6 million of the increase relates to the General Fund while \$800,000 relates to Auxiliary Funds

# YSU Budget Highlights

- The budget is the outcome of a comprehensive planning process integrating strategic, annual and budget planning
- \$3.5 million targeted toward strategic initiatives including Programs/Teaching, Learning and Research, Technology, and Enrollment/Retention.
- Example initiatives include:
  - Center for the Advancement of Teaching & Learning at YSU (CATALYST)
  - Parker-Hannifin Hydraulics and Education Center
  - Graduate Internships
  - Integration of Enterprise Resource Planning and e-Business Solutions throughout the business curriculum



## **Budget Challenges**

- ◆ Cuts in State support totaling \$3 million per fiscal year in FY 2002 and 2003
- ◆ Attracting and retaining qualified faculty/staff
- ◆ Controlling health care costs

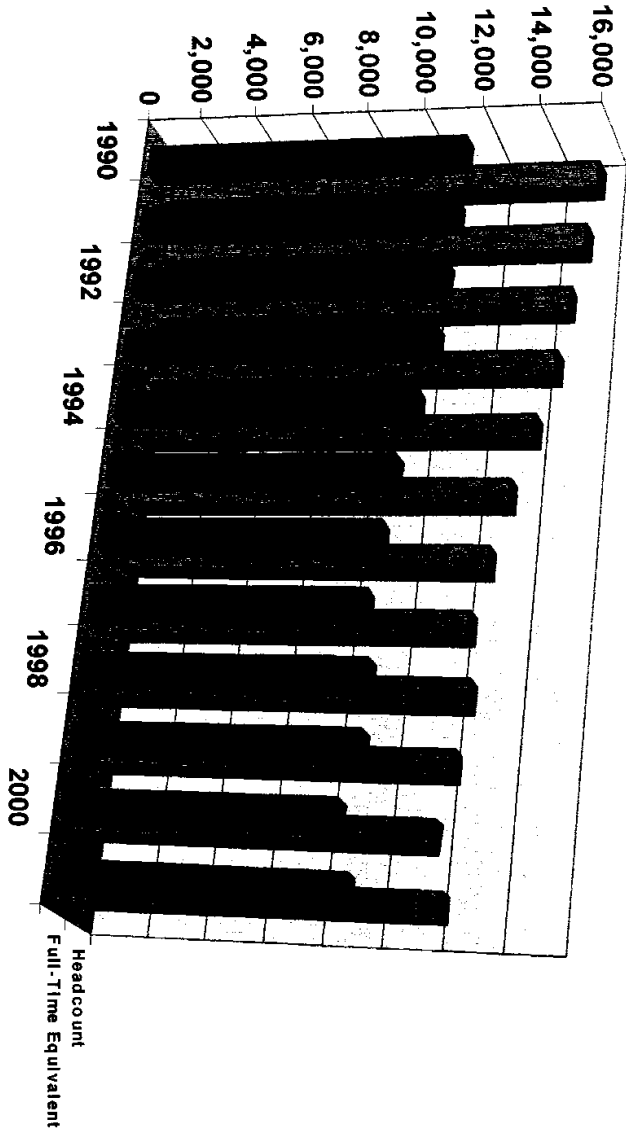
### **Major Initiatives Outside of the General & Auxiliary Operating Funds**

- ◆ \$22 million University Courtyard Project
- ◆ Development of Student Recreation and Wellness Center
- ◆ Workforce development funding from Ohio totaling \$3M



# Enrollment Trends

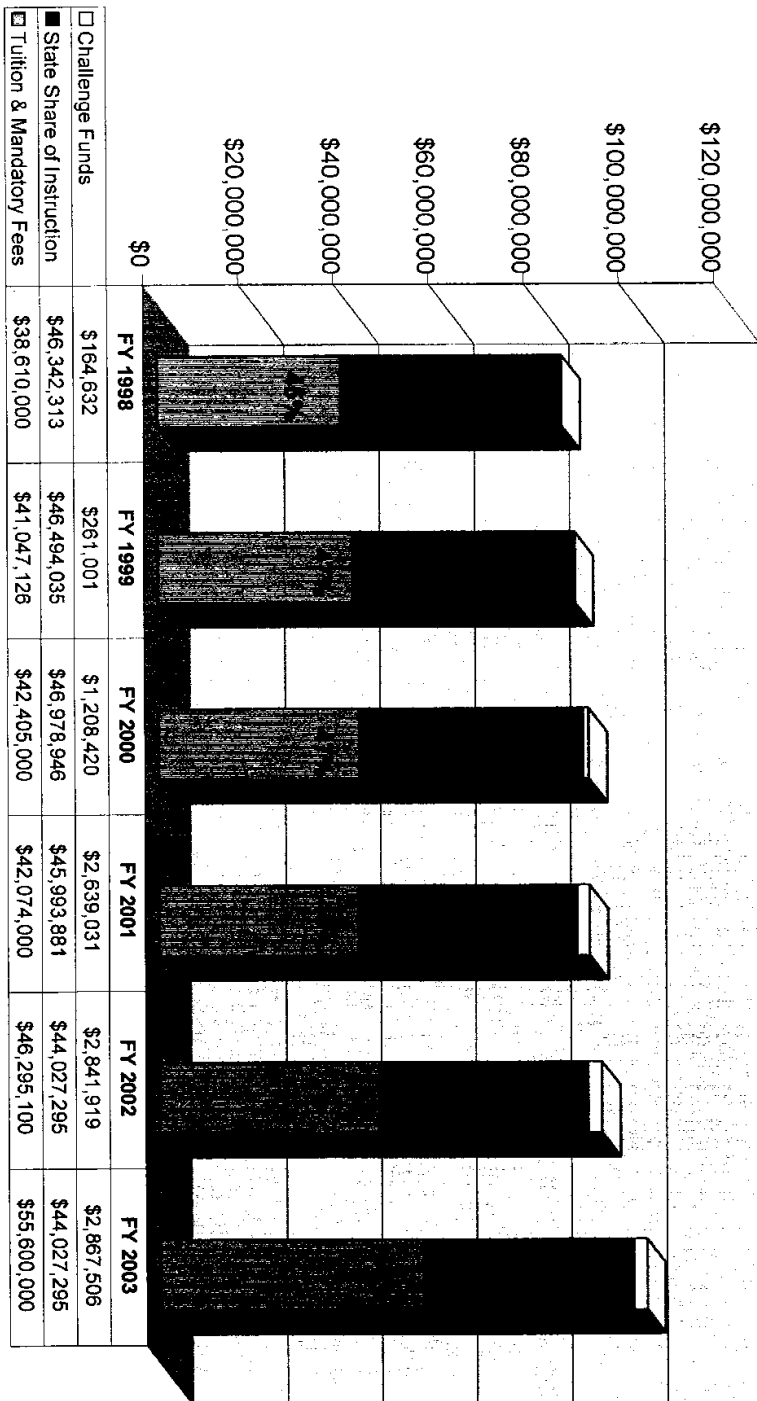
Fall Term - 1990 through 2001



	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
■ Full-Time Equivalent	11,305	11,214	11,045	10,897	10,508	9,954	9,714	9,462	9,729	9,733	9,203	9,766
■ Headcount	15,454	15,164	14,806	14,501	13,979	13,273	12,801	12,324	12,533	12,222	11,787	12,250



**Youngstown State University  
 Budgeted State Funding v. Student Tuition & Mandatory Fees  
 Fiscal Year 1998 through Fiscal Year 2003**







**Comparison of State Universities'  
Annual Tuition & Mandatory Fees  
Fiscal Year 2003**

<b>University</b>	<b>Annual Tuition &amp; Mandatory Fees* For Freshmen</b>
Miami	\$7,666
University of Cincinnati	\$6,936
Bowling Green	\$6,742
Kent State	\$6,374
Ohio University	\$6,336
University of Akron	\$6,098
University of Toledo	\$5,849
Ohio State	\$5,691
Cleveland State	\$5,496
Wright State	\$5,361
Youngstown State	\$4,996
Shawnee State	\$4,347
Central State	\$4,044

\*Based on Fall 2002 Fees

**SOURCE:** Universities' web sites and survey of University Business Officers



General Fund Revenue  
Fiscal Years 2002 and 2003

<u>Source</u>	<u>FY 2002 Modified Budget</u>	<u>FY 2003 Budget</u>
<i>Tuition, Fees &amp; Other Student Charges</i>		
Instructional & Mandatory Fees	\$49,495,100	\$55,600,000
Other Tuition, Fees & Student Charges	5,847,637	5,891,000
<b>Total Tuition, Fees &amp; Other Student Charges</b>	<b>55,342,737</b>	<b>61,491,000</b>
<i>State Appropriations</i>		
State Share of Instruction	44,027,295	44,027,295
Success, Access & Jobs Challenge	2,841,919	2,867,506
<b>Total State Appropriations</b>	<b>46,869,214</b>	<b>46,894,801</b>
<i>Other Sources</i>	<b>3,108,049</b>	<b>2,574,199</b>
<b>Total General Fund Revenue</b>	<b>\$105,320,000</b>	<b>\$110,960,000</b>



**General Fund Expenditures by Natural Classification  
Fiscal Years 2002 and 2003**

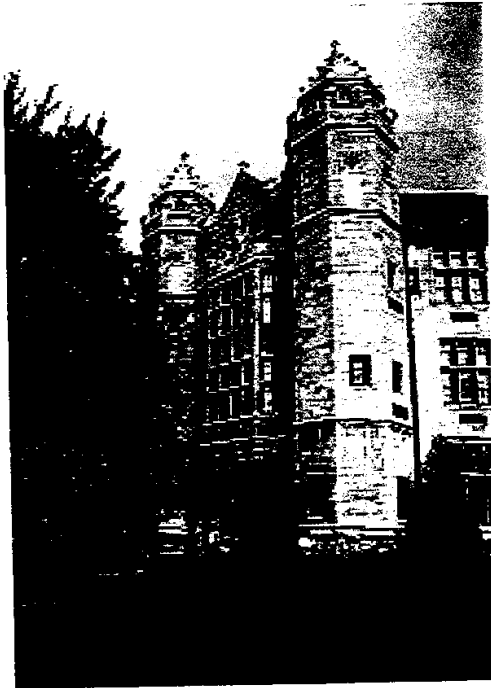
	FY 2002 <u>Modified Budget</u>	FY 2003 <u>Budget</u>
<i>Personnel</i>		
Faculty	\$30,135,799	\$31,163,062
Staff	24,126,623	25,340,846
Students	3,110,647	3,100,647
Fringe Benefits	16,217,300	17,793,020
Salary/Fringe Set-aside	0	2,000,000
Prof/Adm. Staff Equity Adjustments	200,000	200,000
<b>Total Personnel</b>	<u>73,790,369</u>	<u>79,597,575</u>
<i>Operating Expenses</i>		
Supplies	2,439,208	2,856,358
Travel and Related Expenses	949,809	957,309
Information and Communication	1,745,434	1,582,538
Maintenance/Repairs/Utilities	5,604,542	5,639,542
Scholarships, Student Aid & Awards	3,353,145 *	3,361,340
Equipment	2,830,435	2,885,435
Miscellaneous	2,667,615	2,807,674
<b>Total Operating Expenses</b>	<u>19,590,188</u>	<u>20,090,196</u>
<i>Other</i>		
Nonmandatory Transfers	9,102,078	8,689,000
Mandatory Transfers	625,000	425,000
Contingencies and Unallocated Reserves	1,712,365	2,158,229
Balance Forward	500,000	0
<b>Total Other</b>	<u>11,939,443</u>	<u>11,272,229</u>
<b>Total General Fund Expenditures</b>	<u>\$105,320,000</u>	<u>\$110,960,000</u>

\* Does not include scholarship & program support of \$3,870,450 (FY 2002) and \$4,582,650 (FY 2003) received from the YSU Foundation and recorded as revenue by YSU.

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# YOUNGSTOWN STATE UNIVERSITY

## Fiscal Year 2003 Operating Budget for General & Auxiliary Funds



**June 28, 2002**

**YOUNGSTOWN STATE UNIVERSITY**  
**Fiscal Year 2003 Operating Budget**  
**for General & Auxiliary Funds**

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# YOUNGSTOWN STATE UNIVERSITY

## Board of Trustees

Eugenia C. Atkinson, Chair	John L. Pogue
Charles B. Cushwa III	H. S. Wang
Larry E. Esterly	Ruth Z. Wilkes
F.W. Knecht III	Jeffrey J. Parks Student Trustee
Chander M. Kohli	
Joseph S. Nohra	

## Principal Administrators

David C. Sweet President	Tony Atwater Provost and Vice President for Academic Affairs
Terry R. Ondreyka Vice President for Financial Affairs	John L. Habat Vice President for Administration
Cynthia E. Anderson Vice President for Student Affairs	Donna J. Esterly Interim Chief Technology Officer

## YOUNGSTOWN STATE UNIVERSITY

### Fiscal Year 2003 Operating Budget

#### *The Summary Budget*

The Fiscal Year 2003 Operating Budget is \$127,015,680 which is \$6.4 million higher than the Fiscal Year 2002 Modified Operating Budget. Of the total increase, \$5.6 million relates to the General Fund while \$800,000 relates to Auxiliary Funds.

**Table 1**  
**Operating Budget Summary**  
**Fiscal Years 2002 and 2003**

<u>Fund Name</u>	<u>FY 2002 Modified Budget</u>	<u>FY 2003 Budget</u>	<u>Percent Change</u>
<i>General Fund</i>	\$105,320,000	\$110,960,000	5%
<i>Auxiliaries (Earned Income)</i>	15,336,530	16,055,680	5%
<b>Total Operating Budget</b>	<b>120,656,530</b>	<b>127,015,680</b>	<b>5%</b>

#### *Budget Highlights*

The Fiscal Year 2003 Budget is the outcome of a comprehensive planning process encompassing an integration of strategic, annual, and budget planning. Of the ten critical issues defined in the University's Centennial Strategic Plan, 70 percent of new initiatives funded in the Fiscal Year 2003 General Operating Budget, totaling \$2.5 million, will address four key critical issues: Programs/Teaching, Learning and Research; Technology; Enrollment/Retention; and Community Engagement. Approximately \$1 million is available for new initiatives that will be identified throughout the upcoming fiscal year.

An additional \$1.5 million of capital improvement dollars was recently awarded by the state and have been set aside for other strategic technology/administrative computing initiatives. Information regarding the capital appropriation for the FY 2003-2004 biennium is expected in November, 2002.

Ohio's sluggish economic recovery and budget projections dictate a conservative spending plan and preservation of budgetary reserves. As in Fiscal Year 2002, a 6 percent one-time

cut in state support, approximately \$3 million, exacerbates the issue of historically low funding of higher education in Ohio, placing more of the funding burden on students. A 5.5 percent increase in tuition and mandatory fees in January, and an 8.9 percent increase effective Fall 2002, will generate approximately \$6.1 million. Attracting and retaining highly qualified faculty/staff and controlling health care costs are key challenges in the upcoming year. Contract negotiations are underway with both the faculty and classified staff unions; health care costs are projected to rise 15 to 20 percent nationally in Fiscal Year 2003.

On a more positive note, the University anticipates building upon the enrollment increases experienced in Fiscal Year 2002. From Fall 2000 to Fall 2001, the University experienced a 4 percent increase in student headcount, a 6 percent increase in full-time equivalency, an 11 percent increase in minority students, and a 32 percent increase in returning students. From Spring 2001 to Spring 2002, the University experienced a 6 percent increase in headcount, a 9 percent increase in full-time equivalency, a 14 percent increase in incoming transfer students, a 19 percent increase in minority students, a 20 percent increase in incoming graduate students, and a 25 percent increase in incoming new students.

Three major initiatives in FY 2003, none requiring any funding from the General Operating Budget, will significantly enhance future recruitment and retention efforts:

- A \$22 million University Courtyard Project
- The development of a student recreation and wellness center
- New workforce development funding from Ohio totaling \$3 million

### ***The Budget Process***

The University community prepared and submitted its Annual Plans and Budget Requests simultaneously. The development of both documents was guided by the Centennial Strategic Plan (FY 2003 – 2008) and implementation of the State Auditor's Performance Assessment recommendations, specifically the 58 recommendations deemed High Priority by the Operations Improvement Task Force Steering Committee.

President Sweet presented a preview of the budget to the Board of Trustees at their March 2002 meeting prior to the Board's approval of the tuition and fee schedule for Fiscal Year 2003. It was agreed that approximately:

- one-half of the \$3 million reduction in State funding would be absorbed as one-time budget reductions by University divisions
- \$4.4 million of the anticipated increase in the level of the budget would be funded by the 8.9 percent increase in student tuition and mandatory fees
- \$2.5 million would be available for new strategic initiatives and for implementing high priority recommendations from the State Auditor's Performance Assessment

President Sweet formed an Annual Plan and Budget Review Committee and established general allocation guidelines. This committee reviewed, analyzed and prioritized the budget requests. Their recommendations were then submitted to the President for his review and approval. The resultant budget, as summarized within this document, is presented to the Board of Trustees for their approval at the June 2002 meeting.



***New Initiatives Funded***

New initiatives funded are summarized by critical issues identified in the University's Centennial Strategic Plan. Percentages are approximate due to the fact that a number of new initiatives addressed more than one critical issue. New initiatives funded include such programs as CATALYST (Center for the Advancement of Teaching and Learning at YSU); the Parker-Hannifin Hydraulics and Education Center; Graduate Internships; and integrating Enterprise Resource Planning and e-Business Solutions throughout the business curriculum.

**Table 2  
New Initiatives  
Fiscal Year 2003**

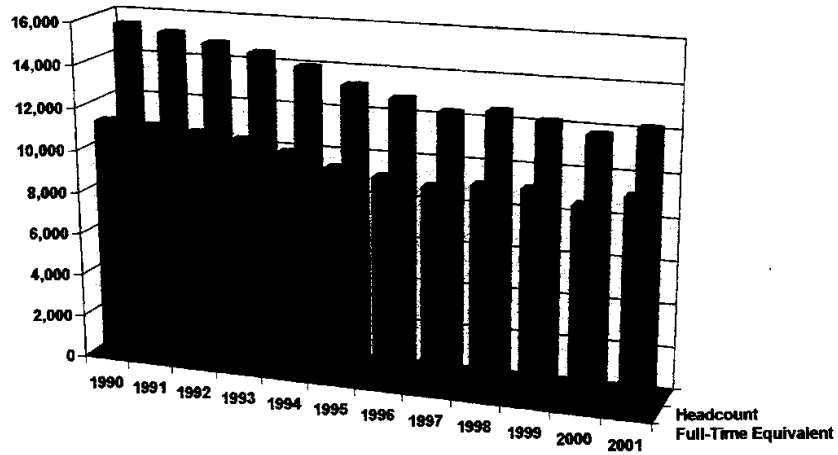
<b>Critical Issue</b>	<b>Amount</b>	<b>Percent of Total</b>
<b>Enrollment/Retention</b>	\$366,060	14%
<b>Programs/Teaching, Learning &amp; Research</b>	\$834,921	33%
<b>Financial Resources</b>	\$181,000	7%
<b>Image/Market</b>	\$41,400	2%
<b>Student Services/Alumni Relations</b>	\$80,000	3%
<b>Diversity</b>	\$112,287	5%
<b>Technology</b>	\$294,400	12%
<b>Community Engagement</b>	\$244,204	10%
<b>Human Resources Development</b>	\$59,400	2%
<b>Facilities/University Neighborhood</b>	\$153,174	6%
<b>Exceptional Need</b>	\$150,565	6%
<b>Total Approved</b>	<b>\$2,517,411</b>	<b>100%</b>

As stated previously, an additional \$1 million is available for initiatives to be identified during Fiscal Year 2003.

**Enrollment Data**

Fiscal Year 2002 saw an encouraging turnaround in the University's long-term trend of declining headcount enrollments.

**Chart 1  
Fall Term Enrollment Trends  
1990 through 2001**



	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001
■ Full-Time Equivalent	11,305	11,214	11,045	10,897	10,508	9,954	9,714	9,462	9,729	9,733	9,203	9,766
■ Headcount	15,454	15,164	14,806	14,501	13,979	13,273	12,801	12,324	12,533	12,222	11,787	12,250

■ Full-Time Equivalent ■ Headcount

Fall headcount for the Fiscal Year 2003 Operating Budget was calculated at the three year rolling average – 12,100. Spring and Summer headcounts for FY 2003 were estimated by applying the actual respective ratio in FY 2002 to the budgeted Fall 2002 headcount.

**General Fund Revenue**

The 8.9 percent increase in student tuition and mandatory fees approved in March 2002 is effective Fall semester 2002. Youngstown State University's full-time undergraduate students can expect to pay semester tuition and mandatory fees as follows:

Ohio Residents	\$2,498
Non-Residents:	
Regional (within 100 miles)	\$3,554
Non-regional	\$4,874

Even with the increase, Youngstown State University's tuition remains one of the best values of Ohio public universities. A comparison of anticipated annual tuition and mandatory fees at Ohio public universities reveals that Youngstown State University remains third lowest for freshmen Ohio residents.

**Table 3**  
**Comparison of State Universities' Annual Tuition & Mandatory Fees**  
**Fiscal Year 2003**

<u>University</u>	<u>Annual Tuition &amp; Mandatory Fees* For Freshmen</u>
Miami	\$7,666
University of Cincinnati	\$6,936
Bowling Green	\$6,742
Kent State	\$6,374
Ohio University	\$6,336
University of Akron	\$6,098
University of Toledo	\$5,849
Ohio State	\$5,691
Cleveland State	\$5,496
Wright State	\$5,361
Youngstown State	\$4,996
Shawnee State	\$4,347
Central State	\$4,044

\*Based on Fall 2002 Fees

SOURCE: Universities' web sites and survey of University Business Officers

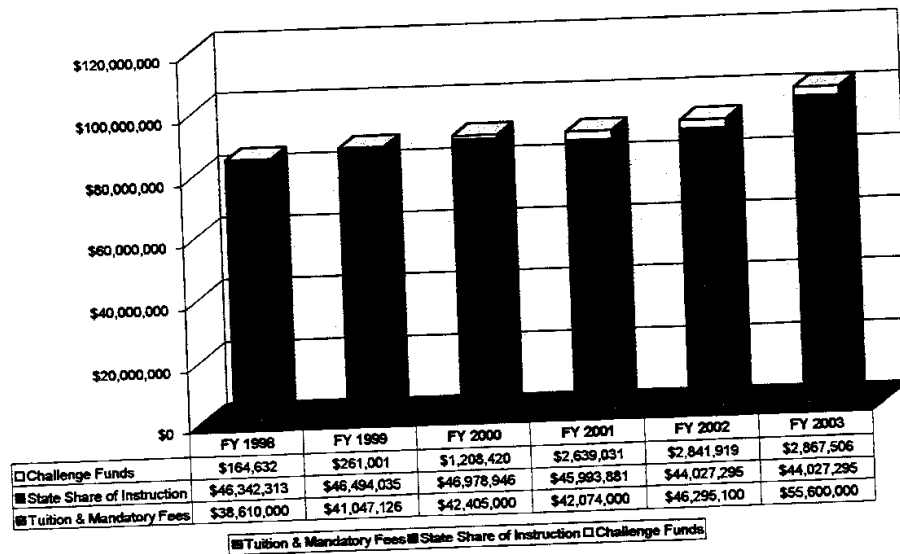
Budgeted General Fund Revenue totals \$110,960,000, a \$5.64 million increase over Fiscal Year 2002's modified budget. Table 4 provides a comparative summary of General Fund Revenue and Appendix A (page 14) provides greater detail.

**Table 4  
General Fund Revenue  
Fiscal Years 2002 and 2003**

Source	FY 2002 Modified Budget	FY 2003 Budget	Percent Change
<i>Tuition, Fees &amp; Other Student Charges</i>			
Instructional & Mandatory Fees	\$49,495,100	\$55,600,000	12%
Other Tuition, Fees & Student Charges	5,847,637	5,891,000	1%
<b>Total Tuition, Fees &amp; Other Student Charges</b>	<b>55,342,737</b>	<b>61,491,000</b>	<b>11%</b>
<i>State Appropriations</i>			
State Share of Instruction	44,027,295	44,027,295	0%
Success, Access & Jobs Challenge	2,841,919	2,867,506	1%
<b>Total State Appropriations</b>	<b>46,869,214</b>	<b>46,894,801</b>	<b>0%</b>
<i>Other Sources</i>			
<b>Total General Fund Revenue</b>	<b>\$105,320,000</b>	<b>\$110,960,000</b>	<b>5%</b>

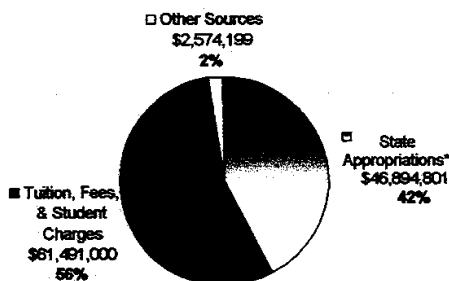
Stagnant State support of higher education in Ohio has drastically altered revenue composition for Youngstown State University over the past six years, increasingly shifting the financial burden more heavily to students. The following chart of State and student tuition and mandatory fee income clearly reflects this trend:

**Chart 2  
Budgeted State Funding v. Student Tuition & Mandatory Fees  
Fiscal Year 1998 through Fiscal Year 2003**



Even taking other revenue sources into consideration, the impact of Ohio's inadequate funding of higher education is evident:

Chart 3  
Summary of Revenue Sources  
Fiscal Year 2003



\*Note: State Appropriations includes State Share of Instruction as well as Challenge funds.

Refer to Appendix A for additional detail on General Fund revenue.

### ***General Fund Expense***

Total budgeted personnel costs, as a percentage of the General Fund Budget, is expected to rise from 70 percent in Fiscal Year 2002 to 72 percent in Fiscal Year 2003, an increase of approximately \$5.9 million. Fiscal Year 2003 personnel costs include a provision for potential salary increases as well as a \$1.3 million increase in the Part-Time Faculty line. Although not specifically broken out in Table 5, fringe benefits, as a percentage of wages and salaries, continue to climb. Fiscal Year 2003 budgeted fringe benefits total 30 percent of total wages and salaries, as compared to 28 percent in Fiscal Year 2002. See Appendix B (page 15) for additional detail.

Operating costs are projected to increase approximately \$600,000, from \$19.5 million in Fiscal Year 2002 to \$20.1 million in Fiscal Year 2003. It should be noted that the \$1.5 million budget reduction, representing one-half of the one-time cut in State appropriations for Fiscal Year 2003, is reflected in entirety as a reduction in operating costs. When these budget reductions are finalized in July 2002, it is anticipated that some portion of the actual cuts will come from personnel savings.

Transfers to other funds decreased by 6 percent. The fiscal target for development of unallocated reserves is to maintain those reserves at a level equal to approximately 5 percent of the General Fund Budget. This can be accomplished in FY 2003 by transferring excess revenue generated in FY 2002 to the unallocated reserves.

Table 5 summarizes General Fund expenditures by expense category (natural classification) while Table 6 summarizes the same expenditures by division. See Appendices B and C (pages 15 & 17) respectively for additional detail.

**Table 5**  
**General Fund Expenditures by Natural Classification**  
**Fiscal Years 2002 and 2003**

	<b>FY 2002 Modified Budget</b>	<b>FY 2003 Budget</b>	<b>Percent Change</b>
<i><b>Personnel</b></i>			
Faculty	\$30,135,799	\$31,163,062	3%
Staff	24,126,623	25,340,846	5%
Students	3,110,647	3,100,647	0%
Fringe Benefits	16,217,300	17,793,020	10%
Salary/Fringe Set-aside	0	2,000,000	N/A
Prof/Adm. Staff Equity Adjustments	200,000	200,000	0%
<b>Total Personnel</b>	<b>73,790,369</b>	<b>79,597,575</b>	<b>8%</b>
<i><b>Operating Expenses</b></i>			
Supplies	2,439,208	2,856,358	17%
Travel and Related Expenses	949,809	957,309	1%
Information and Communication	1,745,434	1,582,538	-9%
Maintenance/Repairs/Utilities	5,604,542	5,639,542	1%
Scholarships, Student Aid & Awards	3,353,145 *	3,361,340 *	0%
Equipment	2,830,435	2,885,435	2%
Miscellaneous	2,667,615	2,807,674	5%
<b>Total Operating Expenses</b>	<b>19,590,188</b>	<b>20,090,196</b>	<b>3%</b>
<i><b>Other</b></i>			
Nonmandatory Transfers	9,102,078	8,689,000	-5%
Mandatory Transfers	625,000	425,000	-32%
Contingencies and Unallocated Reserves	1,712,365	2,158,229	26%
Balance Forward	500,000	0	-100%
<b>Total Other</b>	<b>11,939,443</b>	<b>11,272,229</b>	<b>-6%</b>
<b>Total General Fund Expenditures</b>	<b>\$105,320,000</b>	<b>\$110,960,000</b>	<b>5%</b>

\* Does not include scholarship & program support of \$3,870,450 (FY 2002) and \$4,582,650 (FY 2003) received from the YSU Foundation and recorded as revenue by YSU.

**Table 6**  
**General Fund Expenditures by Division**  
**Fiscal Years 2002 and 2003**

<b>Division</b>	<b>FY 2002 Modified Budget</b>	<b>FY 2003 Budget</b>	<b>FY 2003 Percent of Total</b>
Academic Affairs	\$58,597,464	\$61,718,956	56%
Administration	15,202,611	15,369,277	14%
Financial Affairs	4,167,730	4,686,846	4%
Office of the President	1,225,241	1,305,842	1%
Student Affairs	8,703,076	8,959,958	8%
Technology	5,513,980	6,080,209	5%
Non-Divisional (see Appendix C)	11,909,898	12,838,912	12%
<b>Total General Fund</b>	<b>\$105,320,000</b>	<b>\$110,960,000</b>	<b>100%</b>

**Auxiliaries**

Auxiliary budgets for Fiscal Year 2003 total slightly less than \$22 million, of which \$16 million represents earned income. See Appendix D for additional detail on auxiliaries.

**Table 7**  
**Auxiliary Budgets**  
**Fiscal Years 2002 and 2003**

<b>Auxiliary</b>	<b>FY 2002 Modified Budget</b>	<b>FY 2003 Budget</b>	<b>Percent Change</b>
Intercollegiate Athletics	\$6,811,955	\$7,061,206	4%
Athletic Concessions	350,000	352,000	1%
Housing Services	4,509,100	5,398,600	20%
Bookstore	4,500,000	4,500,000	0%
Pete & Penny	300,000	0	-100%
Parking Services	2,147,500	2,079,500	-3%
Kilcawley Center	1,848,764	1,896,500	3%
Alumni Relations	252,700	324,950	29%
Telephone Service-Residence Hall	151,891	147,000	-3%
Development Facilities Rentals			
Athletic Facilities	60,408	60,408	0%
DeBartolo Club	33,500	33,500	0%
Club Sports	19,322	19,322	0%
<b>Total Auxiliary Budgets</b>	<b>\$20,985,140</b>	<b>\$21,872,986</b>	<b>4%</b>
Less Support From Other Funds	(5,648,610)	(5,817,306)	3%
<b>Total Earned Income</b>	<b>\$15,336,530</b>	<b>\$16,055,680</b>	<b>5%</b>

General Fund support of auxiliaries in Fiscal Year 2003 includes:

Auxiliary	Non-mandatory Transfers	Transfers to Debt Service	Faculty/Staff Parking Permits	Total
Intercollegiate Athletics	\$4,546,000			\$4,546,000
Kilcawley Center	984,000			984,000
Housing Services		\$425,000		425,000
Parking Services	20,000		\$350,000	370,000
Alumni Relations	40,000			40,000
DeBartolo Club	18,500			18,500
<b>Totals</b>	<b>\$5,608,500</b>	<b>\$425,000</b>	<b>\$350,000</b>	<b>\$6,383,500</b>

**Other**

Table 8 summarizes miscellaneous salary rates for part-time faculty, graduate assistants, research assistants, and other student employees.

**Table 8  
Miscellaneous Salary Rates  
Fiscal Year 2003**

Employee Classification	FY 2003 Rate
<b>Part-Time Faculty</b> (per semester hour workload)	
With Baccalaureate	\$650
With Masters or J.D.	\$800
With Doctorate	\$1,050
<b>Doctoral Fellowships</b> (include waiver of tuition and nonresident surcharge)	\$9,750
<b>Graduate Assistants</b> (assistantships include waiver of tuition and nonresident surcharge)	
Stipend for Biology, Chemistry, Math & Engineering students	\$10,000
Stipend for students in all other instructional departments	\$7,500
<b>Student Employee Hourly Wage Rates</b>	
Research Assistants	\$6.25
Student Assistant Supervisors	\$5.15
Student Assistants	\$5.90
Student Exception Rates (as approved by Exec. Director of Student Life)	\$6.50 - \$9.50



**APPENDICES**

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## YOUNGSTOWN STATE UNIVERSITY

General Fund Revenue  
FY 2002 and FY 2003

SOURCE	FY 2002 MODIFIED BUDGET	FY 2003 BUDGET	CHANGE	PERCENT CHANGE	PERCENT of TOTAL
<b><u>TUITION, FEES &amp; OTHER STUDENT CHARGES</u></b>					
<b>MANDATORY FEES</b>					
Instructional Fee	\$38,029,560	\$42,765,000	\$4,735,440	12.45%	38.54%
General Fee	9,122,800	10,419,000	1,296,200	14.21%	9.39%
Technology Fee	1,385,140	1,405,000	19,860	1.43%	1.27%
Multi-service Fee	957,600	1,011,000	53,400	5.58%	0.91%
Subtotal - Tuition & Mandatory Fees	\$49,495,100	\$55,600,000	\$6,104,900	12.33%	50.11%
<b>OTHER TUITION &amp; FEES</b>					
Non-resident Tuition Surcharge	\$2,785,637	\$2,786,000	\$363	0.01%	2.51%
Technology/Laboratory Materials Fee	1,500,000	1,500,000	0	0.00%	1.35%
Non Credit Instruction	400,000	400,000	0	0.00%	0.36%
Miscellaneous Fees	315,000	315,000	0	0.00%	0.28%
CISCO	277,000	180,000	(97,000)	-35.02%	0.16%
Application Fees	170,000	170,000	0	0.00%	0.15%
Subtotal - Other Tuition & Fees	\$5,447,637	\$5,351,000	(\$96,637)	-1.77%	4.82%
<b>STUDENT CHARGES</b>					
Fines & Penalty Assessments	\$310,000	\$320,000	\$10,000	3.23%	0.29%
Services Charges	90,000	220,000	130,000	144.44%	0.20%
Subtotal - Student Charges	\$400,000	\$540,000	\$140,000	35.00%	0.49%
Total - Tuition, Fees & Other Student Charges	\$55,342,737	\$61,491,000	\$6,148,263	11.11%	55.42%
<b><u>STATE APPROPRIATIONS</u></b>					
State Share of Instruction	\$44,027,295	\$44,027,295	\$0	0.00%	39.68%
Success Challenge	2,462,336	2,462,336	0	0.00%	2.22%
Access Challenge	310,000	310,000	0	0.00%	0.28%
Jobs Challenge	69,583	95,170	25,587	36.77%	0.09%
Subtotal - State Appropriations	\$46,869,214	\$46,894,801	\$25,587	0.05%	42.26%
<b><u>OTHER SOURCES</u></b>					
Operating Capital Investment Income	\$1,050,000	\$1,050,000	\$0	0.00%	0.95%
Administrative Charge - Auxiliary	630,000	630,000	0	0.00%	0.57%
Balance Forward	500,000	0	(500,000)	-100.00%	
Transfers in From Other Funds	100,000	100,000	0	0.00%	
Sales & Services of Educational Activities	93,700	93,700	0	0.00%	
Private Gifts	75,000	75,000	0	0.00%	
Other-Miscellaneous	659,349	625,499	(33,850)	-5.13%	0.56%
Subtotal - Other Sources	\$3,108,049	\$2,574,199	(\$533,850)	-17.18%	2.32%
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$105,320,000</b>	<b>\$110,960,000</b>	<b>\$5,640,000</b>	<b>5.36%</b>	<b>100.00%</b>

## YOUNGSTOWN STATE UNIVERSITY

General Fund Expenditures by Natural Classification  
FY 2002 and FY 2003

	FY 2002		FY 2003		CHANGE	PERCENT CHANGE
	MODIFIED BUDGET	PERCENT OF TOTAL	BUDGET	PERCENT OF TOTAL		
<b>PERSONNEL</b>						
<b>Full Service Faculty</b>						
Professor	\$15,149,361	14.38%	\$15,320,683	13.81%	\$171,322	1.13%
Associate Professor	6,698,482	6.36%	6,143,200	5.54%	(555,282)	-8.29%
Assistant Professor	3,257,889	3.09%	3,014,423	2.72%	(243,466)	-7.47%
Instructor	656,701	0.62%	757,390	0.68%	100,689	15.33%
Subtotal - Full Service Faculty Salaries	\$25,762,433	24.46%	\$25,235,696	22.74%	(\$526,737)	-2.04%
<b>Temporary Faculty</b>						
Summer School	\$1,960,000	1.86%	\$2,160,000	1.95%	\$200,000	10.20%
Faculty Overload	63,000	0.06%	63,000	0.06%	0	0.00%
Part Time Faculty	1,972,366	1.87%	3,276,366	2.95%	1,304,000	66.11%
Continuing Education Faculty	30,000	0.03%	30,000	0.03%	\$0	0.00%
Extended Teaching Service	348,000	0.33%	398,000	0.36%	50,000	14.37%
Subtotal - Temporary Faculty Salaries	\$4,373,366	4.15%	\$5,927,366	5.34%	\$1,554,000	35.53%
<b>Total Faculty Salaries</b>	\$30,135,799	28.61%	\$31,163,062	28.08%	\$1,027,263	3.41%
<b>Permanent Staff</b>						
Professional/Administrative- Full-Time	\$10,111,037	9.60%	\$10,664,422	9.61%	\$553,385	5.47%
Professional/Administrative- Part-Time	189,900	0.18%	283,907	0.26%	94,007	49.50%
Classified-Permanent	13,107,091	12.45%	13,648,922	12.30%	541,831	4.13%
Subtotal - Permanent Staff Salaries	\$23,408,028	22.23%	\$24,597,251	22.17%	\$1,189,223	5.08%
<b>Temporary Staff</b>						
Classified Temporary/Intermittent	\$497,963	0.47%	\$497,963	0.45%	\$0	0.00%
Classified Overtime	85,777	0.08%	85,777	0.08%	0	0.00%
Supplementary Salaries	115,533	0.11%	140,533	0.13%	25,000	21.64%
Occasional Service Payment	19,322	0.02%	19,322	0.02%	0	0.00%
Subtotal - Temporary Staff Salaries	\$718,595	0.68%	\$743,595	0.67%	\$25,000	3.48%
<b>Total Staff Salaries</b>	\$24,126,623	22.91%	\$25,340,846	22.84%	\$1,214,223	5.03%
<b>Students</b>						
Graduate Assistants	\$1,011,920	0.96%	\$1,011,920	0.91%	\$0	0.00%
Graduate Assistant Interns	30,000	0.03%	20,000	0.02%	(10,000)	-33.33%
Student Assistants	1,801,558	1.71%	1,801,558	1.62%	0	0.00%
Student Supervisors	46,548	0.04%	46,548	0.04%	0	0.00%
Research Assistants	61,600	0.06%	61,600	0.06%	0	0.00%
Task Based Stipends	159,021	0.15%	159,021	0.14%	0	0.00%
Total - Student Salaries	\$3,110,647	2.95%	\$3,100,647	2.79%	(10,000)	-0.32%
<b>Total - Faculty, Staff &amp; Student Salaries</b>	\$57,373,069	54.47%	\$59,604,555	53.72%	\$2,231,486	3.89%
<b>Fringe Benefits</b>	16,217,300	15.40%	17,793,020	16.04%	1,575,720	9.72%
<b>TOTAL FACULTY, STAFF &amp; STUDENT COMPENSATION</b>	\$73,590,369	69.87%	\$77,397,575	69.75%	\$3,807,206	5.17%
<b>SALARYFRINGE SET-ASIDE</b>	0	0.00%	2,000,000	1.80%	2,000,000	N/A
<b>PROFESSIONAL/ADMINISTRATION STAFF EQUITY ADJ</b>	200,000	0.19%	200,000	0.18%	0	0.00%
<b>TOTAL PERSONNEL</b>	\$73,790,369	70.06%	\$79,597,575	71.74%	\$5,807,206	7.87%

## YOUNGSTOWN STATE UNIVERSITY

General Fund Expenditures by Natural Classification  
FY 2002 and FY 2003

	FY 2002		FY 2003			
	MODIFIED BUDGET	PERCENT OF TOTAL	BUDGET	PERCENT OF TOTAL	CHANGE	PERCENT CHANGE
<b>OPERATING EXPENSES</b>						
Supplies	\$2,439,208	2.32%	\$2,856,358	2.57%	\$417,150	17.10%
Travel & Related Expenses	949,809	0.90%	957,309	0.86%	7,500	0.79%
Information & Communication	1,745,434	1.66%	1,582,538	1.43%	(162,896)	-9.33%
Maintenance/Repairs/Utilities	5,604,542	5.32%	5,639,542	5.08%	35,000	0.62%
Equipment	2,830,435	2.69%	2,885,435	2.60%	55,000	1.94%
<b>TOTAL OPERATING</b>	<b>\$13,569,428</b>	<b>12.88%</b>	<b>\$13,921,182</b>	<b>12.55%</b>	<b>\$351,754</b>	<b>2.59%</b>
<b>MISCELLANEOUS</b>						
Scholarships, Student Aid & Awards	\$3,353,145	3.18%	\$3,361,340	3.03%	\$8,195	0.24%
General Insurance	\$287,370	0.27%	287,370	0.26%	0	0.00%
Independent Contractor/Professional Fees & Services	\$789,367	0.75%	835,424	0.75%	46,057	5.83%
Rentals-Non Facilities	\$521,604	0.50%	604,694	0.54%	83,090	15.93%
Bad Debt/Collections	\$296,000	0.28%	296,000	0.27%	0	0.00%
Other	\$773,274	0.73%	784,186	0.71%	10,912	1.41%
<b>TOTAL MISCELLANEOUS</b>	<b>\$6,020,760</b>	<b>5.72%</b>	<b>\$6,169,014</b>	<b>5.56%</b>	<b>\$148,254</b>	<b>2.46%</b>
<b>OTHER</b>						
<b>Nonmandatory Transfers</b>						
Intercollegiate Athletics	\$4,340,175	4.12%	\$4,546,000	4.10%	\$205,825	4.74%
Challenge Funds	2,151,903	2.04%	2,267,500	2.04%	115,597	5.37%
Budget Stabilization Reserve	996,000	0.95%	0	0.00%	(996,000)	-100.00%
Kilcawley Center	969,764	0.92%	984,000	0.89%	14,236	1.47%
Other	394,236	0.37%	441,500	0.40%	47,264	11.99%
Marketing Campaign	250,000	0.24%	450,000	0.41%	200,000	80.00%
<b>Subtotal - Non-Mandatory Transfers</b>	<b>\$9,102,078</b>	<b>8.64%</b>	<b>\$8,689,000</b>	<b>7.83%</b>	<b>(\$413,078)</b>	<b>-4.54%</b>
<b>Miscellaneous Other</b>						
Housing Debt Service	\$625,000	0.59%	\$425,000	0.38%	(\$200,000)	-32.00%
Area Contingency Accounts	1,712,365	1.63%	2,243,922	2.02%	531,557	31.04%
Strategic Initiatives	0	0.00%	1,406,307	1.27%	1,406,307	N/A
State Appropriations Reduction	0	0.00%	(1,492,000)	-1.34%	(1,492,000)	N/A
Balance Forward	500,000	0.47%	0	0.00%	(500,000)	-100.00%
<b>Subtotal - Miscellaneous Other</b>	<b>\$2,837,365</b>	<b>2.69%</b>	<b>\$2,583,229</b>	<b>2.33%</b>	<b>(\$254,136)</b>	<b>-8.96%</b>
<b>TOTAL OTHER</b>	<b>\$11,939,443</b>	<b>11.34%</b>	<b>\$11,272,229</b>	<b>10.16%</b>	<b>(\$667,214)</b>	<b>-5.59%</b>
<b>TOTAL GENERAL FUND</b>	<b>\$105,320,000</b>	<b>100.00%</b>	<b>\$110,960,000</b>	<b>100.00%</b>	<b>\$5,491,746</b>	<b>5.36%</b>

## YOUNGSTOWN STATE UNIVERSITY

General Fund Expenditures by Division  
FY 2002 and FY 2003

DIVISION	FY 2002 MODIFIED BUDGET	FY 2003 BUDGET	CHANGE	PERCENT CHANGE	PERCENT OF TOTAL
<b>ACADEMIC AFFAIRS</b>					
Academic Support	\$17,509,635	\$17,344,881	(\$164,754)	-0.94%	15.63%
College of Arts & Sciences	17,062,420	18,083,529	1,021,109	5.98%	16.30%
College of Business Administration	4,799,842	4,578,545	(221,297)	-4.61%	4.13%
College of Education	3,760,193	4,364,895	604,702	16.08%	3.93%
College of Engineering & Technology	3,236,956	3,670,338	433,382	13.39%	3.31%
College of Fine & Performing Arts	4,904,997	5,510,772	605,775	12.35%	4.97%
College of Health & Human Services	6,501,285	7,151,097	649,812	10.00%	6.44%
School of Graduate Studies	822,136	1,014,899	192,763	23.45%	0.91%
Subtotal - Academic Affairs	<u>\$58,597,464</u>	<u>\$61,718,956</u>	<u>\$3,121,492</u>	<u>5.33%</u>	<u>55.62%</u>
<b>ADMINISTRATION</b>					
Administrative Services	\$12,055,325	\$12,477,657	\$422,332	3.50%	11.25%
Human Resources	1,171,128	1,288,706	117,578	10.04%	1.16%
Other Administration	1,976,158	1,602,914	(373,244)	-18.89%	1.44%
Subtotal - Administration	<u>\$15,202,611</u>	<u>\$15,369,277</u>	<u>\$166,666</u>	<u>1.10%</u>	<u>13.85%</u>
<b>FINANCIAL AFFAIRS</b>	<u>\$4,167,730</u>	<u>\$4,686,846</u>	<u>\$519,116</u>	<u>12.46%</u>	<u>4.22%</u>
<b>OFFICE OF THE PRESIDENT</b>	<u>\$1,225,241</u>	<u>\$1,305,842</u>	<u>\$80,601</u>	<u>6.58%</u>	<u>1.18%</u>
<b>STUDENT AFFAIRS</b>					
Enrollment Services	\$6,340,180	\$6,492,884	\$152,704	2.41%	5.85%
Student Life	1,729,880	1,804,944	75,064	4.34%	1.63%
Student Services	165,549	167,636	2,087	1.26%	0.15%
Other Student Affairs	467,467	494,494	27,027	5.78%	0.45%
Subtotal - Student Affairs	<u>\$8,703,076</u>	<u>\$8,959,958</u>	<u>\$256,882</u>	<u>2.95%</u>	<u>8.07%</u>
<b>TECHNOLOGY</b>	<u>\$5,513,980</u>	<u>\$6,080,209</u>	<u>\$566,229</u>	<u>10.27%</u>	<u>5.48%</u>
<b>NON-DIVISIONAL</b>					
Development/Marketing	\$2,382,820	\$2,518,605	\$135,785	5.70%	2.27%
Transfers to Other Funds	9,527,078	8,914,000	(613,078)	-6.44%	8.03%
Strategic Initiatives	0	1,406,307	1,406,307	N/A	1.27%
Subtotal - Non-Divisional	<u>\$11,909,898</u>	<u>\$12,838,912</u>	<u>\$929,014</u>	<u>7.80%</u>	<u>11.57%</u>
<b>Total General Fund</b>	<u>\$105,320,000</u>	<u>\$110,960,000</u>	<u>\$5,640,000</u>	<u>5.36%</u>	<u>100.00%</u>

## YOUNGSTOWN STATE UNIVERSITY

**Auxiliary Detail**  
**FY 2002 and FY 2003**

<u>INTERCOLLEGIATE ATHLETICS</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Football Tickets	\$850,000	\$900,000	\$50,000	5.88%
Basketball Tickets	175,000	225,000	50,000	28.57%
Guarantees	130,000	65,000	(65,000)	-50.00%
Program Sales	17,500	25,000	7,500	42.86%
Concession/Vending				
Campus Vending Concessions	100,000	100,000	0	0.00%
Campus Telephone Commissions	5,000	5,000	0	0.00%
Royalty Commission	20,000	30,000	10,000	50.00%
NCAA Revenue Sharing	150,000	150,000	0	0.00%
Program Advertising Sales/Recognition	67,500	80,000	12,500	18.52%
Radio/Television Income	40,000	50,000	10,000	25.00%
Miscellaneous	56,609	106,400	49,791	87.96%
Scoreboard Advertising				
Football	100,000	100,000	0	0.00%
Basketball	40,000	50,000	10,000	25.00%
Viewing Boxes Contributions	420,000	420,000	0	0.00%
<b>TOTAL EARNED INCOME</b>	<b>\$2,171,609</b>	<b>\$2,306,400</b>	<b>\$134,791</b>	<b>6.21%</b>
<b>OTHER RESOURCES:</b>				
General Fund Allocation	\$4,340,175	\$4,646,000	\$305,825	7.05%
Gifts	200,171	108,806	(91,365)	-45.64%
Athletic Event Concessions	100,000	0	(100,000)	-100.00%
<b>TOTAL OTHER RESOURCES</b>	<b>\$4,640,346</b>	<b>\$4,754,806</b>	<b>\$114,460</b>	<b>2.47%</b>
<b>TOTAL RESOURCES</b>	<b>\$6,811,955</b>	<b>\$7,061,206</b>	<b>\$249,251</b>	<b>3.66%</b>

<u>ATHLETICS CONCESSIONS</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Concession Sales	\$350,000	\$352,000	\$2,000	0.57%
<b>TOTAL RESOURCES</b>	<b>\$350,000</b>	<b>\$352,000</b>	<b>\$2,000</b>	<b>0.57%</b>

## YOUNGSTOWN STATE UNIVERSITY

**Auxiliary Detail  
FY 2002 and FY 2003**

<u>HOUSING SERVICES</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Room Rentals and Board	\$4,383,100	\$5,270,600	\$887,500	20.25%
Vending Machine Commissions	20,000	20,000	0	0.00%
Rentals-Guests and Special Groups	106,000	108,000	2,000	1.89%
<b>TOTAL RESOURCES</b>	<b><u>\$4,509,100</u></b>	<b><u>\$5,398,600</u></b>	<b><u>\$889,500</u></b>	<b><u>19.73%</u></b>

<u>BOOKSTORE</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Register Sales	\$4,500,000	\$4,500,000	\$0	0.00%
<b>TOTAL RESOURCES</b>	<b><u>\$4,500,000</u></b>	<b><u>\$4,500,000</u></b>	<b><u>\$0</u></b>	<b><u>0.00%</u></b>

<u>PETE &amp; PENNY</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Register Sales - Eastwood	\$100,000	\$0	(\$100,000)	-100.00%
Register Sales - Southern Park	200,000	0	(200,000)	-100.00%
<b>TOTAL RESOURCES</b>	<b><u>\$300,000</u></b>	<b><u>\$0</u></b>	<b><u>(\$300,000)</u></b>	<b><u>-100.00%</u></b>

## YOUNGSTOWN STATE UNIVERSITY

**Auxiliary Detail  
FY 2002 and FY 2003**

<b><u>PARKING SERVICES</u></b>				
	<b><u>FY 2002</u></b>	<b><u>FY 2003</u></b>	<b><u>CHANGE</u></b>	<b><u>PERCENT</u></b>
<b>EARNED INCOME:</b>				
Parking Permits-Faculty & Staff	\$408,000	\$350,000	(58,000)	-14.22%
Parking Permits-Students	1,500,000	1,500,000	0	0.00%
Parking Fines	40,000	30,000	(10,000)	-25.00%
Parking Fees-Special Events	95,000	75,000	(20,000)	-21.05%
Daily Parking Fees	80,000	70,000	(10,000)	-12.50%
Parking Meters	4,000	5,000	1,000	25.00%
Parking Permits-Contracted Service	0	11,000	11,000	
Control Card Replacement	500	500	0	0.00%
Weekly Permits	0	18,000	18,000	
<b>TOTAL EARNED INCOME</b>	<b><u>\$2,127,500</u></b>	<b><u>\$2,059,500</u></b>	<b><u>(\$68,000)</u></b>	<b><u>-3.20%</u></b>
<b>OTHER RESOURCES:</b>				
General Fund Allocation	\$20,000	\$20,000	\$0	0.00%
<b>TOTAL RESOURCES</b>	<b><u>\$2,147,500</u></b>	<b><u>\$2,079,500</u></b>	<b><u>(\$68,000)</u></b>	<b><u>-3.17%</u></b>

<b><u>KILCAWLEY CENTER</u></b>				
	<b><u>FY 2002</u></b>	<b><u>FY 2003</u></b>	<b><u>CHANGE</u></b>	<b><u>PERCENT</u></b>
<b>EARNED INCOME:</b>				
Food Services Commissions	\$170,000	\$190,000	\$20,000	11.76%
Candy Desk	35,000	40,000	5,000	14.29%
Duplication	580,000	580,000	0	0.00%
Graphic Center	24,000	25,000	1,000	4.17%
Recreation Room	10,000	10,000	0	0.00%
Room Rental	30,000	39,000	9,000	30.00%
Vending, Telephone and Miscellaneous	27,500	26,000	(1,500)	-5.45%
Student Locker Rent	2,500	2,500	0	0.00%
<b>TOTAL EARNED INCOME</b>	<b><u>\$879,000</u></b>	<b><u>\$912,500</u></b>	<b><u>\$33,500</u></b>	<b><u>3.81%</u></b>
<b>OTHER RESOURCES:</b>				
General Fund Allocation	\$969,764	\$984,000	\$14,236	1.47%
<b>TOTAL RESOURCES</b>	<b><u>\$1,848,764</u></b>	<b><u>\$1,896,500</u></b>	<b><u>\$47,736</u></b>	<b><u>2.58%</u></b>



## YOUNGSTOWN STATE UNIVERSITY

**Auxiliary Detail**  
**FY 2002 and FY 2003**

<u>ALUMNI RELATIONS</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Interest on Investments	\$12,000	\$12,000	\$0	0.00%
Membership Dues - 1 Yr.	66,000	65,000	(1,000)	-1.52%
Membership Dues - 4 Yr.	24,000	18,000	(6,000)	-25.00%
Membership Dues - Life	18,000	20,000	2,000	11.11%
Recreation Option	2,400	2,400	0	0.00%
Awards Banquet	24,000	0	(24,000)	-100.00%
Terrace Dinner	0	3,500	3,500	
Golf Outing	41,300	15,000	(26,300)	-63.68%
Red & White Dinner	0	800	800	
Chapter Dues	0	250	250	
DCA Revenue	0	73,000	73,000	
Affinity Program	65,000	75,000	10,000	15.38%
<b>TOTAL EARNED INCOME</b>	<b>\$252,700</b>	<b>\$284,950</b>	<b>\$32,250</b>	<b>12.76%</b>
<b>OTHER RESOURCES:</b>				
General Fund Allocation	\$0	\$40,000	\$40,000	
<b>TOTAL RESOURCES</b>	<b>\$252,700</b>	<b>\$324,950</b>	<b>\$72,250</b>	<b>28.59%</b>

<u>TELEPHONE SERVICE-RESIDENCE HALL</u>				
	<u>FY 2002</u>	<u>FY 2003</u>	<u>CHANGE</u>	<u>PERCENT</u>
<b>EARNED INCOME:</b>				
Local Service	\$77,891	\$112,000	\$34,109	43.79%
Long Distance Service	74,000	35,000	(39,000)	-52.70%
<b>TOTAL RESOURCES</b>	<b>\$151,891</b>	<b>\$147,000</b>	<b>(\$4,891)</b>	<b>-3.22%</b>

## YOUNGSTOWN STATE UNIVERSITY

**Auxiliary Detail  
FY 2002 and FY 2003**

<b><u>ATHLETIC FACILITIES RENTALS</u></b>				
	<b><u>FY 2002</u></b>	<b><u>FY 2003</u></b>	<b><u>CHANGE</u></b>	<b><u>PERCENT</u></b>
<b>EARNED INCOME:</b>				
Facility Rental	\$60,408	\$60,408	\$0	0.00%
<b>TOTAL RESOURCES</b>	<b><u>\$60,408</u></b>	<b><u>\$60,408</u></b>	<b><u>\$0</u></b>	<b><u>0.00%</u></b>

<b><u>DEBARTOLO CLUB FACILITY RENTAL</u></b>				
	<b><u>FY 2002</u></b>	<b><u>FY 2003</u></b>	<b><u>CHANGE</u></b>	<b><u>PERCENT</u></b>
<b>EARNED INCOME:</b>				
Facility Rental	\$15,000	\$15,000	\$0	0.00%
<b>OTHER RESOURCES:</b>				
General Fund Allocation	\$18,500	\$18,500	\$0	0.00%
<b>TOTAL RESOURCES</b>	<b><u>\$33,500</u></b>	<b><u>\$33,500</u></b>	<b><u>\$0</u></b>	<b><u>0.00%</u></b>

<b><u>CLUB SPORTS</u></b>				
	<b><u>FY 2002</u></b>	<b><u>FY 2003</u></b>	<b><u>CHANGE</u></b>	<b><u>PERCENT</u></b>
<b>EARNED INCOME:</b>				
Program Advertising Sales/Recognition	\$2,400	\$2,400	\$0	0.00%
Gifts-Restricted	5,320	5,320	0	0.00%
Sales & Service	3,877	3,877	0	0.00%
Miscellaneous	7,725	7,725	0	0.00%
<b>TOTAL RESOURCES</b>	<b><u>\$19,322</u></b>	<b><u>\$19,322</u></b>	<b><u>\$0</u></b>	<b><u>0.00%</u></b>

## APPENDIX E

## YOUNGSTOWN STATE UNIVERSITY

General Fund & Auxiliary FTE Summary  
FY 2002 and FY 2003

EMPLOYEE GROUP	GENERAL FUND		AUXILIARIES		TOTAL	
	FY 2002	FY 2003	FY 2002	FY 2003	FY 2002	FY 2003
Full Service Faculty *						
Professor	174.50	194.00	0.00	0.00	174.50	194.00
Associate Professor	113.50	106.50	0.00	0.00	113.50	106.50
Assistant Professor	80.50	77.00	0.00	0.00	80.50	77.00
Instructor	27.00	25.00	0.00	0.00	27.00	25.00
Subtotal - Faculty	<u>395.50</u>	<u>402.50</u>	<u>0.00</u>	<u>0.00</u>	<u>395.50</u> **	<u>402.50</u> **
Extended Teaching Service	17.40	19.90	0.00	0.00	17.40	19.90
Summer Faculty	50.26	55.38	0.00	0.00	50.26	55.38
Part Time Faculty	71.77	136.52	0.00	0.00	71.77	136.52
Continuing Education	1.50	1.50	0.00	0.00	1.50	1.50
Department Chairpersons	17.50	17.50	0.00	0.00	17.50	17.50
Deans & Assistant Deans	8.00	8.00	0.00	0.00	8.00	8.00
Total Faculty & Deans	<u>561.93</u>	<u>641.30</u>	<u>0.00</u>	<u>0.00</u>	<u>561.93</u>	<u>641.30</u>
Professional/Administrative Staff						
Full Time	183.00	191.50	59.00	62.50	242.00	254.00
Part Time	6.76	9.26	12.06	12.01	18.82	21.27
Subtotal - Professional/Adm. Staff	<u>189.76</u>	<u>200.76</u>	<u>71.06</u>	<u>74.51</u>	<u>260.82</u>	<u>275.27</u>
Classified Staff						
Permanent (Full & Part)	358.98	370.23	29.00	28.00	387.98	398.23
Intermittent	31.96	31.79	9.85	9.35	41.81	41.14
Subtotal - Classified Staff	<u>390.94</u>	<u>402.02</u>	<u>38.85</u>	<u>37.35</u>	<u>429.79</u>	<u>439.37</u>
Total Prof./Adm. & Classified Staff	580.70	602.78	109.91	111.86	690.61	714.64
Total Faculty & Staff	1142.63	1244.08	109.91	111.86	1252.54	1355.94
Student Employees						
Graduate Assistants	88.22	88.22	1.15	0.38	89.37	88.60
Research Assistants	4.45	4.45	0.00	0.00	4.45	4.45
Student Assistants	168.49	168.49	60.32	59.02	228.81	227.51
Student Assistant Supervisors	3.79	3.79	16.08	11.69	19.87	15.48
Subtotal - Student Employees	<u>264.95</u>	<u>264.95</u>	<u>77.55</u>	<u>71.09</u>	<u>342.50</u>	<u>336.04</u>
<b>TOTAL FTE POSITIONS</b>	<b><u>1407.58</u></b>	<b><u>1509.03</u></b>	<b><u>187.46</u></b>	<b><u>182.95</u></b>	<b><u>1595.04</u></b>	<b><u>1691.98</u></b>

\* 17.5 FTE deducted from Full Service Faculty for Chairpersons

\*\* Restated to include approved vacancy requisitions (as of 5/30/01 for FY 2002 &amp; 5/30/02 for FY 2003)

**Proposed Fees for Master of Public Health and Joint Engineering Programs  
Fiscal Year 2003**

	<u>Proposed FY 2003</u>	<u>Spring 2002</u>	<u>Increase</u>	<u>Percentage Increase</u>
<b>MASTER OF PUBLIC HEALTH</b> (Effective Summer Term 2002)				
Instructional Fee (per credit hour)	\$336	\$306	\$30	9.8%
General Fee (per credit hour)	n/a	n/a	n/a	n/a
Multi-Service Fee (per semester)				
1-11 credit hours	\$24	\$24	\$0	n/a
12 or more credit hours	\$36	\$36	\$0	n/a
Technology Fee (per semester)	\$50	\$50	\$0	n/a
 <b>ADDITIONAL UNDERGRADUATE FEES</b> (Effective Fall Term 2002)				
Joint engineering program <sup>1</sup> (per credit)	\$225	\$200	\$25	12.5%

<sup>1</sup> Fee for joint engineering program includes all mandatory fees plus application and parking fees.



**UNIVERSITY GUIDEBOOK**

**Subject: Investment of Non-Endowment University Funds**

Responsible Officer:	Elaine C. Beatry	Authorized by:	Terry R. Ondreyka
Title:	Director Investments and Accounts Payable	Title:	Vice President for Financial Affairs
Approved:	September 11, 1998	EFFECTIVE:	June 28, 2002
Revised:	June 28, 2002	Review Date:	July 1, 2004

**Policy:** The President and the Vice President for Financial Affairs, or his/her designee, is authorized to invest University funds in compliance with this policy, provisions of the *Ohio Revised Code* and all other applicable laws and regulations, including H.B. 524, Sec. 3345.05 of the Ohio Revised Code.

For the purpose of this policy, the non-endowment portfolio shall include:

- All tuition and mandatory fees, registration, non-resident tuition fees, academic fees for the support of on- and off-campus instruction, laboratory and course fees when so assessed and collected, all other fees, deposits, charges, receipts, and income from all or part of the students, all subsidy or other payments from state appropriations, and all other fees, deposits, charges, receipts, and income received. These funds shall be held and administered by the Board of Trustees.
- Notwithstanding any provision of the revised code to the contrary, the title to investments made by the Board of Trustees with funds derived from revenues described above shall not be vested in the state but shall be held in trust by the Board. Such investments shall be made pursuant to this investment policy adopted by the Board in public session. Such investments shall be made with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.

**Agenda Item E.3.e.  
Exhibit D**

- Investments are to be made only in publicly traded securities averaging at least twenty-five per cent of the average amount of the investment portfolio over the course of the previous fiscal year (July 1–June 30) invested in securities of the United States government or of its agencies or instrumentalities, the treasurer of state's pooled investment program, obligations of this state or any political subdivision of this state, certificates of deposit of any national bank located in this state, written repurchase agreements with any eligible Ohio financial institution that is a member of the federal reserve system or federal home loan bank, money market funds, or bankers acceptances maturing in two hundred seventy days or less which are eligible for purchase by the federal reserve system, as a reserve.
- The University's Investment Committee shall be a sub-committee of the Finance and Facilities Committee of the Board of Trustees. The Investment Committee shall meet at least quarterly. The Committee shall review and recommend revisions to the Board's investment policy and shall advise the Board on its investments in an effort to assist it in meeting its fiduciary obligations. The Committee shall be authorized to retain the services of an investment advisor who meets both of the following qualifications:
  - 1) The advisor is either:
    - a) Licensed by the division of securities under section 1707.141 of the Ohio Revised Code; or
    - b) Registered with the Securities and Exchange Commission.
  - 2) The advisor either:
    - a) Has experience in the management of investments of public funds, especially in the investment of state-government investment portfolios; or
    - b) Is an eligible institution referenced in section 135.03 of the Ohio Revised Code.

RESOLUTION NUMBER: YR 1999-4; YR 2002 -

**Purpose:** Investments shall be managed for the use and benefit of the University in a diversified portfolio that focuses, over time, on the preservation of capital, minimization of cost and risk, maintenance of required levels of liquidity in the overall portfolio to meet cash flow requirements, and compliance with state statute. The non-endowment portfolio is intended to achieve a reasonable yield balanced with a component invested for longer-term appreciation.

**Parameters:**

- The University's portfolio will remain sufficiently liquid to enable the University to meet all operating requirements. Portfolio liquidity is defined as the maturity or ability to sell a security on short notice near the purchase price of the security. To help retain the desired liquidity, no security shall be purchased that is likely to have few market makers or poor market bids. Additionally, liquidity shall be assured by keeping an adequate amount of short-term investments to accommodate the cash needs of the University.
- The University's non-endowment portfolio shall be structured with the objective of attaining the highest possible "total return" for the investment portfolio while adhering to a prudent level of risk.

**Procedures:**

1. The Vice President for Financial Affairs shall be accountable to the Board of Trustees for implementing this Policy.
2. The Vice President for Financial Affairs will report to the Investment Committee at least quarterly on the status of the non-endowment portfolio.
3. It shall be permissible for the Vice President for Financial Affairs to realize gains and losses if such an action would be consistent with the University's investment goals. Losses and gains realized on the non-endowment portfolio shall be charged against current income unless otherwise approved by the Investment Committee.
4. All securities purchased shall be readily marketable and meet the quality guidelines of this Policy.
5. The following categories of investments shall be authorized for the non-endowment portfolio:

- a. U. S. Treasury Bills, Notes, and Bonds
- b. U. S. Government Agencies
- c. Repurchase Agreements
- d. Reverse Repurchase Agreements
- e. Money Market Mutual Funds
- f. Star Ohio
- g. Certificates of Deposit
- h. Mutual Funds, Index Funds, and Separately Invested Accounts
- i. Municipal or State Bonds
- j. Commonfund
- k. Asset Backed Securities (ABS)
- l. Collateralized Mortgage Obligations (CMO)
- m. Commercial Paper
- n. Banker's Acceptances
- o. Corporate Bonds and Notes
- p. Other Investments -  
Between meetings of the Board of Trustees, if deemed advisable, other investments not specifically authorized by this policy may be made if approved by the Investment Committee. Any such actions shall be taken to the Board of Trustees for review at its next meeting.





REDLINE VERSION

UNIVERSITY GUIDEBOOK

Subject: Investment of ~~Non-Endowment~~ University Funds

Developed by:	Elaine C. Beatty	Authorized by:	G. L. Mears
<del>Responsible Office:</del>	Director	Title:	Executive Vice President
Title:	Investments and Accounts Payable	EFFECTIVE:	September 11, 1998 <del>March 28, 2002</del>
Date:	June, 1998	Revised Date:	June 28, 2002

Policy: The ~~Executive Vice President~~ ~~President and the Vice President for Financial Affairs~~, or ~~his/her~~ designee, is authorized to invest University funds in compliance with ~~this policy~~ provisions of the *Ohio Revised Code* and all other applicable laws and regulations ~~including HB 524, SSB 3245-05 of the Ohio Revised Code~~

For the purpose of this policy, the non-endowment portfolio shall include:

All annual and mandatory fees, registration, non-resident tuition fees, academic fees for the support of on- and off-campus instruction, laboratory and course fees, fees assessed and collected, all other fees, deposits, charges, receipts, and income from all or part of the students, all subsidy or other payments from state appropriations, and all other fees, deposits, charges, receipts, and income received. These funds shall be held and administered by the Board of Trustees.

Notwithstanding any provision of the revised code to the contrary, the title to investments made by the Board of Trustees with funds derived from revenues described above shall not be vested in the state but shall be held in trust by the Board. Such investments shall be made pursuant to this investment policy adopted by the Board in public session. Such investments shall be made with the care, skill, prudence, and diligence under the circumstances then prevailing that a prudent person acting in like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims.

Investments are to be made only in publicly traded securities averaging at least one percent five percent of the average amount of the investment portfolio over the course of the previous fiscal year (July 1 - June 30) investment securities of the United States government or of its agencies or instrumentalities, the treasury of states and of an instrument, general obligations of the state or any political subdivision in the state, certificates of deposit of any national bank located in this state, written repurchase agreements with any eligible Ohio financial institution that is a member of the federal reserve system or federal home loan bank, money market funds or bankers acceptances maturing in two hundred seventy days or less which are eligible for purchase by the federal reserve system as a reserve.

The investment committee shall be a sub-committee of the Finance and Planning Committee of the Board of Trustees. The investment committee shall meet at least monthly. The committee shall review and recommend decisions to the Board's investment policy and shall advise the Board on its investments in an efficient process of meeting its fiduciary obligations. The committee shall be authorized to retain the services of an investment advisor who meets both of the following qualifications:

1. The advisor shall:

a. Be licensed by the division of securities under section 407.24 of the Ohio Revised Code or

b. Be registered with the Securities and Exchange Commission.

2. The advisor either:

a. Has experience in the management of investments of public funds, especially in the investment of state government investment portfolios; or

b. Is an eligible institution referenced in section 155.03 of the Ohio Revised Code.

RESOLUTION NUMBER: YR 1999 - 4 ~~SR 2002~~

Purpose: Investments shall be managed for the use and benefit of the University and diversified portfolio that focuses, over time, on the preservation of capital, minimization of risk, and maintenance of required levels of liquidity in the overall portfolio to meet cash flow requirements and compliance with state statute. The non-endowment portfolio is intended to achieve a reasonable yield balanced with a component invested for longer-term appreciation.

**Parameters:**

- Investment strategy shall be based on the "prudent persons" standard that requires the care, skill, and experience that prudent persons would utilize to manage personal financial affairs.
- Investment objectives shall include preservation of principal, maintenance of liquidity of assets, income maximization within acceptable risk parameters, and minimization of the cost of services.
- A cash management program will be utilized to ensure the investment of the maximum amount of funds available.
- Annually, the President will submit a report on University investments to the Budget and Finance Committee of the Board of Trustees.

The University's portfolio will remain sufficiently liquid to enable the University to meet all operating requirements. Portfolio liquidity is defined as the maximum ability to sell securities on short notice near the purchase price of the security. To help maintain the desired liquidity, no security shall be purchased that is listed on a few market makers or over-the-counter bids. Additionally, liquidity shall be assured by keeping an adequate amount of short-term investments to accommodate the cash needs of the University.

The University's non-endowment portfolio shall be structured with the objective of attaining the highest possible total return for the investment portfolio while adhering to a prudent level of risk.

**Procedures:**

1. The Vice President for Financial Affairs shall be accountable to the Board of Trustees for implementing this Policy.

2. The Vice President for Financial Affairs will report to the Investment Committee at least quarterly on the status of the non-endowment portfolio.

3. It shall be permissible for the Vice President for Financial Affairs to realize gains and losses if such an action would be consistent with the University's investment goals. Losses and gains realized on the non-endowment portfolio shall be charged against operating income unless otherwise approved by the Investment Committee.

4. All securities purchased shall be readily marketable and meet the quality guidelines of this Policy.

5. The following categories of investments shall be authorized for the non-endowment portfolio:

a. U.S. Treasury Bills, Notes, and Bonds

b. U.S. Government Agencies

c. Repurchase Agreements

d. Reverse Repurchase Agreements

e. Money Market Mutual Funds

f. Swap Out

g. Certificates of Deposit

h. Mutual Funds, Index Funds, and Separately Invested Accounts

i. Municipal or State Bonds

k. Cash on hand

l. Asset Backed Securities (ABS)

m. Securitized Mortgage Obligations (CMO)

n. Commercial Paper

o. Banker's Acceptances

p. Corporate Bonds and Notes

q. Other Investments

Between meetings of the Board of Trustees, if deemed advisable, other investments not specifically authorized by this policy may be made and approved by the Investment Committee. Any such actions shall be taken in the Board of Trustees' name at its next meeting.



**UNIVERSITY GUIDEBOOK**

**Subject: Selection of Architects/Engineers for University Capital Projects**

Developed by: G. L. Mears	Authorized by: G. L. Mears
Title: Executive Vice President	Title: Executive Vice President
Approved: December 11, 1998	<b>EFFECTIVE: June 28, 2002</b>
Revised: June 28, 2002	

**Policy:** Selection of architects/engineers for University capital projects is based on size, complexity, and estimated cost of the project. Smaller projects, less than \$500k, may be completed by the University architect and internal personnel or by an external architect/engineer. For projects requiring an external architect/engineer, a competitive selection process will be used based upon an evaluation of submitted proposals. Selection of external architect/engineers for projects over \$500,000 will involve the Finance and Facilities Committee of the Board of Trustees, and may include the Office of the State Architect.

RESOLUTION NUMBER: YR 1999-20; YR 2002-

**Parameters:**

- All projects will be publicly advertised according to institutional or state requirements. At a minimum, all projects requiring external architects/engineers will be advertised in *The Vindicator*.
- Approved projects will be shared, for information purposes, at regularly scheduled meetings of the Finance and Facilities Committee of the Board of Trustees. It is recognized that on rare occasions, and where timely decisions are required, it may not be feasible to immediately convene a meeting of the Finance and Facilities Committee. In such cases, the University President and the Finance and Facilities Committee Chairperson will agree upon an appropriate procedure to be followed.
- Whenever appropriate, the University will consider the use of a construction manager.
- The Executive Director of Administrative Services will determine the appropriate representative(s) to serve on the Project Teams, in consultation with the area officer for the project's user department.

**Agenda Item E.3.f.  
Exhibit E**

**Procedures:**

There are three general procedures that may be used to determine the use and selection of architects/engineers for capital projects. It is recognized that under a particular situation, one or more modifications may need to be made to accommodate the requirements of a specific project.

The Director of Facilities will prepare a preliminary estimate of costs and scope of all projects. A recommendation including these factors and the capability of internal personnel to complete the project will be submitted to the Executive Director of Administrative Services for determination of the procedures to be followed.

**Classification One (1). Capital Projects Designed by University Staff or by External Architects/Engineers (\$500,000 or less)**

1. The Executive Director of Administrative Services will appoint a Project Team and Chairperson for each project; however, projects exclusively involving utilities, roofing, mechanical and electrical systems, etc., may not require a Project Team.
2. The Team will typically include two or three University professional staff members and one or more "users" of the space to be constructed. The Team Chairperson will maintain and regularly distribute minutes of all meetings.
3. The Team Chairperson will work closely with the members of the department/unit that will occupy the space being designed and maintain the scope and costs of the project within the availability of project funds.
4. If it is determined that University personnel have the time and capability to complete a smaller project (\$500,000 or less), the project will be designed and managed internally and will not be advertised to external firms.
5. If the Project Team or the Executive Director of Administrative Services determines that an external architect/engineer is required to design and manage a smaller project, the committee will comply with DAS/OSA procedures to select an Associate. The Team will recommend a firm to the EDAS for approval.

**Classification Two (2). Capital Projects Administered by the University and Designed by External Architects/Engineers (over \$500,000 but less than \$4 million)**

1. The Executive Director of Administrative Services will appoint a Project Team and Chairperson for each project.
2. The Team will typically include two or three University professional staff members and one or more "users" of the space to be constructed. The Team Chairperson will maintain and regularly distribute minutes of all meetings.
3. The Project Team will determine the desired qualifications needed by the architect/engineer for the project. These qualifications, along with the scope of the project, will be stated in the Request for Proposals (RFP).
4. The RFP will be sent to an appropriate number of design firms who have expressed an interest in being considered for University projects. Additional firms will be solicited through an advertisement in *The Vindicator* and an RFP to the *Ohio Register*.
5. The Project Team will evaluate submitted proposals and, if appropriate, interview firms in accordance with Ohio Department of Administrative Services procedures. The Team will submit a ranked list of firms, based on average composite scores and with recommendations, to the EDAS.
6. The Team's ranked list and recommendations will be shared with the Executive Vice President for consideration and counsel with the President.
7. The President will submit to the Finance and Facilities Committee an unranked list of three to five top-scoring firms, along with the rationale (pros and cons) provided by the Project Team.
8. A copy of the RFP and the Responses to the Request for Proposals provided by the firms recommended for interviews will be provided to the Finance and Facilities Committee. The order in which firms are interviewed will be determined by a draw.
9. Firms will be afforded a maximum of one hour for the presentation to the Committee. The presentation will be followed by a question-and-answer period.



10. The Finance and Facilities Committee, provided a quorum, and after full discussion, will vote by roll call to select the proposal to be adopted. The adopted proposal must receive a majority vote. If no proposal receives a majority vote, the Committee will continue the discussion and will vote until such time as a majority vote is achieved. If necessary, the Committee may adopt a tiebreaker procedure. Failing adoption of a proposal, the Committee may request a resubmission of proposals.
11. The Committee, for informational purposes, will report the selection to the Board of Trustees.

**Classification Three (3). Major Capital Projects Administered by the State and Designed by External Architects/Engineers (\$4 million or more)**

1. All State Department of Administrative Services procedures, including advertising and determination of firms selected for interview, will be followed.
2. The Finance and Facilities Committee and representative(s) of the Office of the State Architect will interview the firms recommended for consideration. In addition to the President and Executive Vice President, the Committee may invite others to participate in the process.
3. The Finance and Facilities Committee and representative(s) of the Office of the State Architect will follow the procedures established by the Office of the State Architect to select the architect/engineer for the project.
4. The Committee, for informational purposes, will report the selection to the Board of Trustees.



REDLINE VERSION

## UNIVERSITY GUIDEBOOK

**Subject: Selection of Architects/Engineers for University Capital Projects**

Developed by: G. L. Mears  
 Title: Executive Vice President  
 Date: October, 1998  
 Approved: December 11, 1998

Authorized by: G. L. Mears  
 Title: Executive Vice President  
 EFFECTIVE: December 11, 1998 ~~June 28, 2002~~

**Policy:** Selection of architects/engineers for University capital projects is based on size, complexity, and estimated cost of the project. ~~Small~~ ~~Smaller~~ projects ~~less than \$500,000~~ are typically ~~may be~~ completed by the University architect and internal personnel ~~or by an external architect/engineer~~. For projects with estimated costs of more than \$500,000, external architects/engineers are selected ~~requiring an external architect/engineer, a competitive selection process will be used~~ based upon consideration/ ~~an~~ evaluation of submitted proposals. Selection ~~in the latter instance is by the Building and Property~~ ~~External architect/engineers for projects over \$500,000 will involve the Finance and Facilities~~ Committee of the Board of Trustees, and, as applicable, in conjunction with ~~may include~~ the Office of the State Architect.

RESOLUTION NUMBER: YR 1999-20; ~~YR 2002~~**Parameters:**

- ~~For institutional purposes, capital projects are defined as those projects where the potential architects/engineers' fee is over \$10,000. Basic remodeling and renovation projects under this amount are not subject to this policy.~~
- All projects will be publicly advertised according to institutional or state requirements. At a minimum, all projects requiring external architects/engineers will be advertised in *The Vindicator*.
- ~~If it is determined that University personnel have the time and capability to complete a smaller project (typically \$500,000 or less), the project will be completed internally and will not be advertised to external firms.~~

- ~~Whenever appropriate, the University will consider the use of a construction manager.~~
- ~~Approved projects will be shared for information purposes at regularly scheduled meetings of the Finance and Facilities Committee of the Board of Trustees. This policy recognizes~~ ~~It is recognized~~ ~~that on rare occasions, and where timely decisions are required,~~ it may not be feasible to ~~conduct immediately~~ ~~convene a timely Board of Trustees' Building and Property~~ ~~meeting of the Finance and Facilities~~ Committee meeting. In such cases, the University President and the ~~Board's Building and Property~~ ~~Finance and Facilities~~ Committee Chairperson will agree upon an appropriate procedure to be followed.

~~Whenever appropriate, the University will consider the use of a construction manager.~~

- The Executive Director of Administrative Services, ~~in consultation with the Provost/Vice President,~~ will determine the appropriate representative(s) to serve on the Project Teams, ~~in consultation with the area office for the project's user department.~~

**Procedures:**

There are three general procedures that may be used to determine the use and selection of architects/engineers for capital projects. It is recognized that under a particular situation, one or more modifications may need to be made to accommodate the requirements of a specific project.

The Director of ~~Maintenance and Repair of Buildings~~ ~~Facilities~~ will prepare a preliminary estimate of costs and scope of all projects. A recommendation including these factors and the capability of internal personnel to complete the project will be submitted to the Executive ~~Vice President~~ ~~Director of Administrative Services~~ for determination of the procedures to be followed.

**Classification One (1). Capital Projects Designed by University Staff ~~or by External Architects/Engineers~~ (typically \$500,000 or less)**

1. The Executive Director of Administrative Services will appoint a Project Team and Chairperson for each project, ~~however, projects exclusively involving utilities, roofing, mechanical and electrical systems, etc., may not require a Project Team.~~

2. The Team will typically include two or three University professional staff members and one or more “users” of the space to be constructed. The Team Chairperson will maintain and regularly distribute minutes of all meetings.
3. The Team Chairperson will work closely with the members of the department/unit that will occupy the space being designed and maintain the scope and costs of the project within the availability of project funds.
4. ~~Approved projects will be shared, for informational purposes, at regularly scheduled meetings of the Building and Property Committee of the Board of Trustees. It is recognized that on rare occasions, and where timely decisions are required, it may not be feasible to immediately convene a meeting of the Building and Property Committee. In such cases, the University President and the Building and Property Committee Chairperson will agree upon an appropriate procedure to be followed.~~

~~If it is determined that University personnel have the time and capability to complete smaller projects (\$50,000 or less), the project will be designed and managed internally and will not be advertised to external firms.~~

~~5. If the Project Team or the Executive Director of Administrative Services determines that an external architect/engineer is required to design and manage a smaller project, the committee will comply with BAS/O&A procedures to select an Associate. The team will recommend a firm to the EDAS for approval.~~

**Classification Two (2). Capital Projects Administered by the University and Designed by External Architects/Engineers (typically over \$500,000 but less than \$4 million)**

1. The Executive Director of Administrative Services will appoint a Project Team and Chairperson for each project.
2. The Team will typically include two or three University professional staff members and one or more “users” of the space to be constructed. The Team Chairperson will maintain and regularly distribute minutes of all meetings.
3. The Project Team will determine the desired qualifications needed by the architect/engineer for the project. These qualifications, along with the scope of the project, will be stated in the Request for Proposals (RFP).

4. The RFP will be sent to an appropriate number of design firms who have expressed an interest in being considered for University projects. Additional firms will be solicited through an advertisement in *The Vindicator* ~~and an RFP to the Ohio State~~.
5. ~~The rating form will list the desired qualifications to be considered in evaluating the design firm and will assign a value to each qualification. Factor values will be proportional to the significance of the qualification. The Project Team will evaluate submitted proposals and, if appropriate, interview firms in accordance with Ohio Department of Administrative Services procedures. The Team will submit a ranked list of firms, based on average composite scores, and with recommendations to the~~
6. ~~Each member of the selection committee will evaluate each proposal using the evaluation form.~~
7. ~~The total points on each qualification for each proposing firm will be totaled by the Project Team and an average score on each qualification and a composite score will be calculated.~~
8. ~~The Team's ranked list and~~ recommendations will be shared with the Executive Vice President for consideration and counsel with the President.
9. ~~The President will submit to the Building and Property~~ ~~Finance and Facilities~~ Committee an unranked list of three to five top-scoring firms, along with the rationale (pros and cons) provided by the Project Team.
10. ~~The Building and Property Committee will serve as the selection committee.~~
11. ~~A copy of the RFP and the Responses to the Request for Proposals provided by the firms recommended for interviews will be provided to the Building and Property~~ ~~Finance and Facilities~~ Committee. The order in which firms are interviewed will be determined by a draw.
12. ~~Firms will be afforded a maximum of one hour for the presentation to the Committee. The presentation will be followed by a question-and-answer period.~~

13. ~~10~~ The ~~Building and Property~~ ~~Finance and Facilities~~ Committee, provided a quorum, and after full discussion, will ~~vote~~ by roll call ~~vote~~ to select the proposal to be adopted. The adopted proposal must receive a majority vote. If no proposal receives a majority vote, the Committee will continue the discussion and will vote until such time as a majority vote is achieved. If necessary, the Committee may adopt a tiebreaker procedure. Failing adoption of a proposal, the Committee may request a resubmission of proposals.
14. ~~11~~ The Committee, for informational purposes, will report the selection to the Board of Trustees.

**Classification Three (3). Major Capital Projects Administered by the State and Designed by External Architects/Engineers (typically \$4 million or more)**

1. All State Department of Administrative Services procedures, including advertising and determination of firms selected for interview, will be followed.
2. The ~~Building and Property~~ ~~Finance and Facilities~~ Committee and representative(s) of the Office of the State Architect will interview the firms recommended for consideration. In addition to the President and Executive Vice President, the Committee may invite others to participate in the process.
3. The ~~Building and Property~~ ~~Finance and Facilities~~ Committee and representative(s) of the Office of the State Architect will follow the procedures established by the Office of the State Architect to select the architect/engineer for the project.
4. The Committee, for informational purposes, will report the selection to the Board of Trustees.

**YOUNGSTOWN STATE UNIVERSITY**  
**SUMMARY OF APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS**  
 January 01, 2002 – March 31, 2002

	FULL-TIME			PART-TIME			TOTALS
	NEW HIRES	REHIRES	PROMOTIONS	NEW HIRES	REHIRES	PROMOTION	
FACULTY	4						4
PROF/ADMIN	3		1	4	2		10
EXTERN FUND	2	8		3	5		18
TOTALS	9	8	1	7	7		32

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

**YOUNGSTOWN STATE UNIVERSITY  
SUMMARY OF STAFFING LEVELS  
January 1, 2002 - March 31, 2002**

	<b>FACULTY</b>	<b>PROFESSIONAL/ ADMINISTRATIVE<sup>2</sup></b>	<b>CLASSIFIED<sup>2</sup></b>	<b>ALL EMPLOYEES<sup>1</sup></b>
<b>January 1, 2002 - March 31, 2002</b>	<b>856</b>	<b>335</b>	<b>398</b>	<b>1589</b>
<b>Total Number as of January 1, 2002</b>				
Full-time	397	260	360	1017
Part-time	459 <sup>3</sup>	75	38	572
Full-time Additions	+4	+5	+2	+12
Part-time Additions	0	+7	+1	+7
Full-time Losses	-1	-3	-2	-6
Part-time Losses	-11	-1 <sup>4</sup>	-1	-13
<b>Total Number as of March 31, 2002</b>	<b>848</b>	<b>343</b>	<b>398</b>	<b>1589</b>
<b>Total Number as of March 31, 2001</b>	<b>787</b>	<b>319</b>	<b>391</b>	<b>1497</b>
Full-time	394	257	356	1007
Part-time	393	62	35	490
<b>Increase/Decrease in Staffing Levels from March 31, 2001 to March 31, 2002</b>				
<b>Total +/-</b>	<b>+61</b>	<b>+24</b>	<b>+7</b>	<b>+92</b>
Full-time	+6	+6	+4	+16
Part-time	+55	+18	+3	+76

<sup>1</sup>Data excluded intermittent and student employees.

<sup>2</sup>Data includes externally-funded employees

<sup>3</sup>Data includes part-time faculty whose contracts ended March 31, 2002

<sup>4</sup>Contract Ended



**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Mr. Daniel Laird	M/C	Assistant Professor	School of Technology	01/14/02-05/17/02	\$22,154 1.00 FTE	Probationary (1st)
Ms. Carleen Prue	F/C	Instructor	Art	01/14/02-05/17/02	\$48,000 \$15,000 1.00 FTE	Temporary (#1)
Mr. Chalet K. Seidel	F/C	Instructor	English	01/14/02-05/17/02	\$32,500 \$12,508 1.00 FTE	Temporary (#1)
Ms. Holly M. Wells	F/C	Instructor	English	01/14/02-05/17/02	\$27,100 \$12,508 1.00 FTE	Temporary (#1)

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Mr. Craig J. Antush	M/C	Assistant Coach, Baseball	Intercollegiate Athletics	03/01/02-05/31/02	\$1,050 .2627 FTE \$15,987	Rehire.
Ms. Anika Boatwright	F/BL	Research Associate II/Community Organizer	Center for Urban Studies	01/01/02-06/30/02	\$15,450 1.00 FTE \$30,900	Contract extension; externally funded.

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C = White (not of Hispanic origin), origins in the original peoples of Europe, North Africa, or the Middle East.  
H = Hispanic-Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture.  
N = American Indian or Alaskan Native, origins in any of the original peoples of North America.

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Dr. John D. Bralich	M/C	Research Associate I/Geographic Information Systems (GIS) Analyst	Center for Urban Studies	10/01/01-06/30/02	\$11,844 1.00 FTE \$23,000	Contract extension; Externally funded.
Dr. Richard Bretz	M/C	Science Consultant	Tri-County Partnership for Excellence in Teacher Education	01/14/02-05/10/02	\$9,000 .50 FTE \$55,058	Rehired in new position, externally funded.
Ms. Donna Bricker	F/C	Research Coordinator	Social Work	01/01/02-06/30/02	\$6,760 .50 FTE \$27,040	Contract extension; externally funded.
Ms. Leslie Chain	F/C	Survey Coordinator	Center for Urban Studies	01/01/02-06/30/02	\$9,018 1.00 FTE \$18,035	Contract extension; externally funded.
Mr. William Eggens	M/C	Distance Learning Technical Aide	Metropolitan College	02/15/02-05/10/02	\$1,200 2039 FTE \$24,960	New hire; externally funded.
Ms. Lori Factor	F/C	Coordinator, Summer Festival of the Arts	College of Fine & Performing Arts	01/03/02-06/30/02	\$7,474 .50 FTE \$28,000	New hire.
Ms. Suzanne Fleming	F/C	Research Associate II	Center for Human Services Development	01/01/02-06/30/02	\$7,172 .50 FTE \$28,68	Contract extension; externally funded.

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**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Mr. Ricky S. George	M/C	Assistant Director	Center for Human Services Development	01/01/02-06/30/02	\$16,386 1.00 FTE \$32,772	Contract extension; externally funded.
Ms. Lori Goist	F/C	Coordinator, Language Learning and Resource Center	Foreign Languages and Literatures	02/25/02-06/30/02	\$4,882 .50 FTE \$28,000	New hire.
Ms. Kristy Koletich	F/C	Upward Bound Counselor	Upward Bound	01/01/02-06/30/02	\$13,920 1.00 FTE \$27,840	Contract extension; externally funded.
Ms. Joann M. Leckie	F/C	Assistant to Coordinator	Mathematics and Statistics	01/01/02-06/30/02	\$5,930 .50 FTE \$23,903	New hire.
Mr. Kurt Lehr	M/C	Distance Learning Technical Aide	Metropolitan College	01/21/02-05/10/02	\$1,536 20 FTE \$24,960	New hire; externally funded.
Mr. Hunter Morrison	M/C	Senior Fellow in Urban and Regional Planning	Public Service Institute	02/22/02-06/30/02	\$17,036 .40 FTE \$110,000	New hire.
Ms. Margaret T. Nash	F/C	Research Associate I/Geographic Information Systems Analyst	Center for Urban Studies	01/01/02-06/30/02	\$9,517 .80 FTE \$23,793	Contract extension; externally funded.

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**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Dr. Edward Orona	M/H	Director of Grants and Sponsored Programs	Grants and Sponsored Programs	01/14/02-06/30/04	\$25,385 1.00 FTE	New hire; multi-year contract.
Ms. Suzanne Pesta	F/C	Consumer Research Assistant	Social Work	01/01/02-06/30/02	\$55,000 \$4,160 .50 FTE \$16,640	Contract extension; externally funded.
Ms. Jennifer Palumbo	F/C	Coordinator/Lead Instructor	Rich Center for Autism	01/07/02-06/30/02	\$13,223 1.00 FTE \$27,000	New hire; externally funded.
Mr. James Sacco	M/C	Research Assistant	Center for Islamic Studies	01/01/02-06/30/02	\$4,385 .3927 FTE \$22,503	Contract extension.
Dr. James L. Shanahan	M/C	Senior Research Associate/Planner	Center for Urban Studies	01/01/02-06/30/02	\$24,720 1.00 FTE \$49,440	Contract extension; externally funded.
Ms. Norma Stefanik	F/C	Research Associate II/Urban Designer	Center for Urban Studies	01/01/02-06/30/02	\$17,768 1.00 FTE \$35,535	Contract extension; externally funded.
Mr. Walter Ulbricht	M/C	Executive Director of Marketing and Communications	Marketing and Communications	01/23/02-06/30/03	\$31,292 1.00 FTE \$72,000	New hire; multi-year contract.

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**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS

Ms. Sonja A. Williams	F/BL	Upward Bound Counselor	Upward Bound	01/01/02-06/30/02	\$12,978 1.00 FTE \$25,956	Contract extension; externally funded.
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Mr. Terrell Williams	M/BL	Assistant Coach, Football	Intercollegiate Athletics	03/18/02-06/30/02	\$12,115 1.00 FTE \$42,000	New hire.
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Dr. Matthias Zeller	M/C	Postdoctoral Research Fellow	Chemistry	01/01/02-06/30/02	\$13,800 1.00 FTE \$27,600	New hire; externally funded.
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Mr. Richard Zitto	M/C	Science Consultant	Tri-County Partnership for Excellence in Teacher Education	01/14/02-05/10/02	\$9,000 .50 FTE \$55,058	Rehired in new position; externally funded.
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CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS

Ms. Linda Glover	F/B	Administrative Assistant I	Fine & Performing Arts (SMARTS)	03/04/02	\$13,114 .50 FTE \$26,228	From intermittent status
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**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Ms. Pamela Schmalzried	F/C	Secretary 1	Career Services	01/28/02	\$23,816 1.00 FTE	
Ms. Tatia Shoemaker	F/C	Secretary 1	Support Services	03/25/02	\$23,816 1.00 FTE	

PROMOTIONS/RECLASSIFICATIONS						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS
Mr. James Hanek	M/C	Systems Analyst 1	Computer Services	02/24/02	\$43,264 1.00 FTE	Reclassification
Mr. Robert Mistovich	M/C	Maintenance Repair Worker 3	Facilities	12/30/01	\$30,701 \$1.00 FTE	Reclassification (retroactive)
Ms. Lois Romito	F/C	Administrative Assistant 2	Graduate Studies	03/18/02	\$35,090 1.00 FTE	Promotion
Ms. Elaine Ruse	F/C	Director of Financial Aid and Scholarships	Financial Aid and Scholarships	02/01/02-06/30/02	\$28,542 1.00 FTE \$68,500	Promotion.

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**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JANUARY 1, 2002-MARCH 31, 2002**

PROMOTIONS/RECLASSIFICATIONS						
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE/ BASE SALARY	COMMENTS

Ms. Loretta Shaffer	F/C	Administrative Assistant I	College of Engineering & Technology	12/30/01	\$35,090 1.00 FTE	Reclassification (retroactive)
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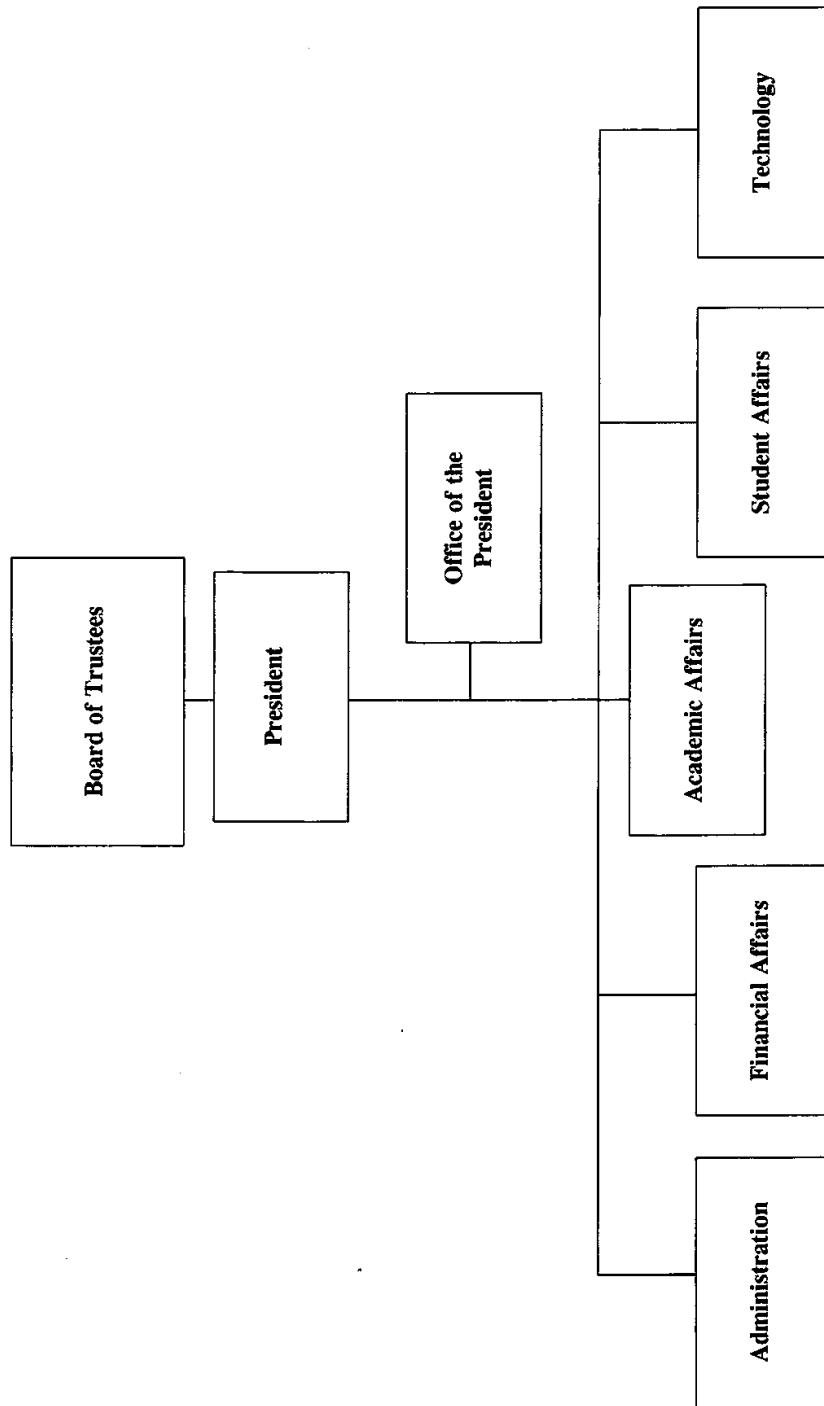
SEPARATIONS					
NAME	GENDER/ RACE*	TITLE	DEPARTMENT	SEPARATION DATE	COMMENTS

Mr. Alvy Armstrong	M/C	Assistant Equipment Manager	Intercollegiate Athletics	02/28/02	Resigned; accepted position at another university.
Ms. Grace Farmer	F/B	Parking Facility Attendant	Parking Services	10/01/01	Disability retirement (retroactive)
Ms. Roberta Griffin	F/C	Account Clerk Supervisor	Bursar	01/31/02	Retirement
Ms. Patricia McAllen	F/C	Instructor	Nursing	01/15/02	Resignation
Mr. Daniel Russell	M/B	Custodial Worker (.50 FTE)	Housing Services	01/31/02	Involuntary disability separation
Mr. George Small	M/BL	Assistant Coach, Football	Intercollegiate Athletics	03/07/02	Resigned.
Ms. Suella Wendt	F/C	Assistant Director-Loan Programs	Financial Aid and Scholarships	01/31/02	Resigned; starting own business.

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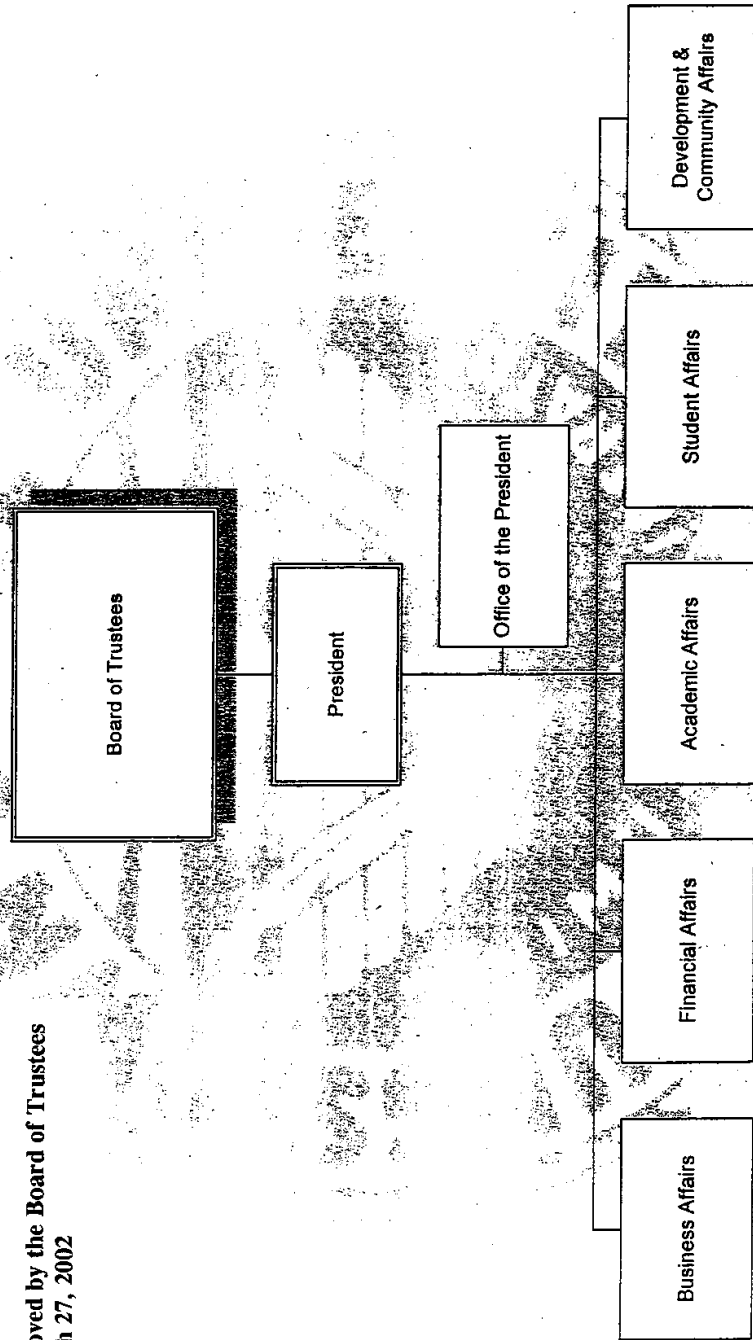
**2002 - 2003  
UNIVERSITY ORGANIZATION**



**Agenda Item E.4.e.  
Exhibit G**



To Be Amended  
Approved by the Board of Trustees  
March 27, 2002



**EMERITUS  
RECOMMENDATIONS  
2002**

<b>NAME</b>	<b>TITLE</b>
Reene A. Alley . . . . .	FACULTY EMERITUS
Dennis D. Bensinger . . . . .	FACULTY EMERITUS
Frederick J. Blue . . . . .	FACULTY EMERITUS
Leslie S. Domonkos . . . . .	FACULTY EMERITUS
C. William Eichenberger . . . . .	FACULTY EMERITUS
Stephen Hanzely . . . . .	FACULTY EMERITUS
Gordon E. Longmuir . . . . .	FACULTY EMERITUS
Clyde D. Morris . . . . .	FACULTY EMERITUS
Ray L. Ross . . . . .	FACULTY EMERITUS
Judith B. Wilkinson . . . . .	FACULTY EMERITUS
Susan H. Khawaja . . . . .	ADMINISTRATOR EMERITUS
G. L. Mears . . . . .	ADMINISTRATOR EMERITUS
Charles A. Stevens . . . . .	ADMINISTRATOR EMERITUS
Jean R. Wainio . . . . .	ADMINISTRATOR EMERITUS
Harold Yiannaki . . . . .	ADMINISTRATOR EMERITUS

**Agenda Item E.4.f.  
Exhibit H**

MUTUAL AID AGREEMENT

This Agreement, made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, 2002, by and between the City of Youngstown, Ohio, hereinafter called the "City", acting pursuant to Ordinance 94-243 passed June 1, 1994, and Youngstown State University, hereinafter called the "University", acting pursuant to a resolution passed by its Board of Trustees on June \_\_\_, 2002.

WITNESSETH

WHEREAS, the City and the University maintain separate police departments pursuant to Sections 3 and 7 of Article XVIII of the Ohio Constitution and Ohio Revised Code, Section 3345.04, respectively; and

WHEREAS, the City and the University desire to provide for a mutual assistance and interchange and use of their police personnel and equipment in situations where one department needs and requests the assistance of the other; and

WHEREAS, the City, by virtue of Article XVIII of the Ohio Constitution, and the University, by virtue of Ohio Revised Code, Section 3345.041, are empowered to provide such mutual assistance by means of this Agreement.

NOW, THEREFORE, in consideration of the promises and obligations which are hereinafter set forth, the parties hereto agree as follows:

**Agenda Item E.4.g.  
Exhibit I**

1. Under the provisions of Ohio Revised Code, Section 3345.041 (Attachment 1), unless actively engaged in effecting an arrest or related duties, or in an emergency, or when ordered by a superior officer not to render aid, each police officer employed by either of the parties hereto shall render assistance to the police officers employed by the other party whenever such assistance is requested by officers of a party or a requesting officer's dispatcher. When the University's on-duty police officers are rendering assistance to the City's police officers or when within the areas expressly indicated in Attachment 2, which is incorporated herein as if fully rewritten, and when on City streets and highways en route to or from University property, they shall have full police authority commensurate with the authority held by the City's police officers including, but not limited to, authority to issue parking and traffic citations.

Notwithstanding the provisions of the preceding paragraph, any on-duty University police officer who sees a crime being committed within the corporate limits of the City of Youngstown, or who sees a City police officer who reasonably appears to be in need of assistance, shall have the authority to apprehend or attempt to apprehend the person or persons committing such crime and shall have the authority to aid and assist such police officer.

2. The need for and availability of police equipment and personnel requested shall be subject to priority for use of the responding party within its own territorial limits and the discretion as to what police equipment and personnel are necessary or available to the responding party for use, which discretion shall be solely with the officer on duty in charge of the responding party's police department.

3. In the event that police resources, personnel and/or equipment, are actively engaged within the territorial limits of the requesting party and some or all of such resources are required in the home area, the right to withdraw any or all of such personnel and equipment is reserved. It is agreed that no liability shall arise for failure to respond to a police emergency or for withdrawal of police resources from a requesting party by either party to this Agreement.

4. A reasonable charge, as mutually agreed upon by the parties, may be made or levied for the services furnished in non-emergency situations by either party pursuant to the Agreement. Each party shall assume the expense of loss or damage to their own equipment or apparatus that may occur while in the requesting party's territorial limits or while responding to a call pursuant to this Agreement. The City will not indemnify and hold harmless the University for any damages awarded by the Court of Claims in any civil action arising from any action or omission

of any University law enforcement officer acting pursuant to the Agreement, but will expect to be defended by the University in such situation.

5. All personnel of the responding party, while providing any aid under the terms of this Agreement, including but not limited to, whether under the direction of their officer in charge, responding to a call of a requesting party, reacting to a crime being committed, or assisting a City police officer in distress, shall be acting within the scope of their employment including while en route to, en route from and while within the territory of the requesting party.

6. On any occasion when additional assistance is called, pursuant to the terms of this Agreement, the senior police officer of the requesting party, present and in charge of the department of such requesting party, shall have full charge of and authority over any assisting equipment and personnel responding pursuant to such a call.

7. Police officers who are rendering aid or assistance under the terms of this Agreement to the other party's department shall be entitled to all the rights and benefits of the Workers' Compensation Act and their respective pension funds, as such may be applicable through the officer's primary employer, to the same extent as when performing services within their respective territories and within their respective scope of employment.

8. To the extent permitted by law, neither of the parties shall be liable for any damages to the other party for failure to or neglect in answering and responding to any request for aid or assistance or for inadequacy, negligent operation of equipment and apparatus, or for any cause whatsoever arising out of or touching upon use of such equipment and apparatus or the performance, qualitatively or quantitatively, of duties by police department members.

9. University police shall have the full authority granted by this Agreement to respond to emergencies at all social fraternities and sororities registered with the University when requested by the City's police or when dispatched by the University.

10. Any authority granted by this Agreement to police officers is limited to and shall only apply during periods when such officers are on active pay status. Such powers shall not apply when such officers are off-duty but within the jurisdictional limits of the City.

11. This Agreement shall be in effect for the period July 1, 2002 through June 30, 2006. Either party may withdraw from such mutual aid agreement upon giving the other party at least thirty (30) days prior written notice to such effect.

IN WITNESS WHEREOF, said parties hereby have, upon dates hereinafter set forth, caused this Agreement to be executed, subject to any required approval by the parties' governing boards or councils.

WITNESS

CITY OF YOUNGSTOWN  
By: BOARD OF CONTROL

\_\_\_\_\_

\_\_\_\_\_  
MAYOR

\_\_\_\_\_

\_\_\_\_\_  
LAW DIRECTOR

\_\_\_\_\_  
FINANCE DIRECTOR

WITNESS

YOUNGSTOWN STATE UNIVERSITY

\_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

TITLE: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
DIRECTOR OF LAW

REVIEWED BY:

\_\_\_\_\_  
INSURANCE AND RISK MANAGER  
CITY OF YOUNGSTOWN

MUTUAL AID AGREEMENT 2002



ATTACHMENT 1

OHIO REVISED CODE

**3345.041 Counties, municipalities, townships, and park districts may use state university law enforcement officers**

(A) The board of trustees of a state university or college may enter into an agreement with one or more townships, municipal corporations, counties, park districts created under section 1545.04 of the Revised Code, township park districts created under section 511.18 of the Revised Code, or other state universities or colleges and a township, municipal corporation, county, park district, or township park district may enter into an agreement with a state university or college upon such terms as are agreed to by them, to allow the use of state university law enforcement officers designated under section 3345.04 of the Revised Code to perform any police function, exercise any police power, or render any police service on behalf of the contracting political subdivision, or state university or college, that it may perform, exercise, or render.

(B) Chapter 2743. of the Revised Code applies to a state university or college when its law enforcement officers are serving outside the university or college pursuant to an agreement entered into pursuant to division (A) of this section. State university law enforcement officers acting outside the state university or college by which they are employed, pursuant to an agreement entered into pursuant to division (A) of this section, shall be entitled to participate in any indemnity fund established by their employer to the same extent as while acting within the employing state university or college and are entitled to all the rights and benefits of Chapter 4123. of the Revised Code. The state university law enforcement officers also retain their personal immunity from civil liability specified in section 9.86 of the Revised Code.

A township, municipal corporation, county, park district, or township park district that enters into an agreement pursuant to division (A) of this section is not subject to civil liability under Chapter 2744. of the Revised Code as the result of any action or omission of any state university law enforcement officer acting pursuant to the agreement.

(C) Agreements entered into pursuant to division (A) of this section may provide for the reimbursement of the state university or college providing police services under such agreement for the costs incurred by its law enforcement officers for the policing of the political subdivision, or of the state university or college to which such services are provided. Each contract may provide for the ascertainment of costs and shall be of a duration not in excess of four years. All payments pursuant to any agreement in reimbursement of the costs of policing shall be held and administered as provided by section 3345.05 of the Revised Code.

(D) An agreement entered into pursuant to division (A) of this section shall specify whether the political subdivision or the state university or college to which police services are provided under such agreement will or will not indemnify and hold harmless the state university or college providing police services under such agreement for any damages awarded by the court of claims in any civil action arising from any action or omission of any state university law enforcement officer acting pursuant to the agreement.

(E) As used in this section, "state university or college" means any state university or college identified in section 3345.04 of the Revised Code.

(1996 H 568, eff. 11-6-96; 1996 H 268, eff. 5-8-96; 1987 H 305, eff. 10-20-87)

ATTACHMENT 2

The area within the City of Youngstown referred to in paragraph 1 of the Mutual Aid Agreement by and between the City of Youngstown and Youngstown State University is as follows:

The area bordered by the Mahoning River from Andrews Avenue west to Belmont Avenue; Belmont Avenue north to the Westbound Service Road; Westbound Service Road west to Covington Street; Covington Street north to Lexington Avenue; Lexington Avenue east to Belmont Avenue; Belmont Avenue north to the Fairgreen Avenue; Fairgreen Avenue east to Ohio Avenue; Ohio Avenue north to Saranac Avenue; Saranac Avenue east to Logan Avenue; Logan Avenue south to Andrews Avenue; Andrews Avenue south to East Boardman Street; East Boardman Street south to South Avenue; and South Avenue south to the Mahoning River.

