

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

Tod Hall
Thursday, April 9, 2020

Pursuant to notice duly given, a special meeting (the three hundred sixty-sixth) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., on Thursday, April 9, 2020, through the Cisco WebEx Video Conference application.

All eleven trustees and the National/Global Trustee were present for the online meeting, to-wit: Mr. David C. Deibel, chairperson of the board, who presided, Dr. Anita A. Hackstedde, Mr. James E. Roberts, Dr. John R. Jakubek, Ms. Molly S. Seals, Mr. Michael A. Peterson, Mr. Capri S. Cafaro, Mr. Charles T. George, Mr. Allen L. Ryan, Jr., Mr. Rocco L. Core, Ms. Victoria M. Woods and National/Global Trustee Mr. Eric A. Spiegel. Mr. Deibel, Dr. Hackstedde, Mr. Peterson, Mr. George and Mr. Ryan participated from their business locations. Mr. Roberts, Dr. Jakubek, Ms. Seals, Ms. Cafaro, Mr. Core, Ms. Woods and Mr. Spiegel participated from their places of residence.

Also present from the Tod Hall Leaders Conference Room were: Mr. James P. Tressel, President of the university; Dr. Brien Smith, Provost and Vice President of Academic Affairs; Mr. Neal McNally, Vice President for Finance and Administration; Ms. Holly A. Jacobs, Vice President for Legal Affairs and Human Resources and University General Counsel, Mr. Eddie J. Howard, Vice President for Student Affairs, Jr., Dr. Mike Sherman, Vice President for Institutional Effectiveness and Board Professional. Mr. Franklin S. Bennett, Jr., Secretary to the Board of Trustees was also present through the WebEx application. Students, faculty, staff and other interested parties were also able to observe the meeting through online access.

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 2, of the board's *Bylaws*; notice of today's special meeting was timely provided to each of the trustees, the student trustees, the national/global trustee and to the president.

ITEM II – DISPOSITION OF MINUTES FOR MEETINGS HELD MARCH 5, 2020

The chairperson stated that disposition of the minutes of the board's regular meeting held March 5, 2020 (#365) would be deferred until the next regular meeting of the board of trustees.

ITEM III – REPORT OF THE PRESIDENT OF THE UNIVERSITY

Mr. Tressel thanked everyone for their participation in today's first virtual meeting of the YSU Board of Trustees. Mr. Tressel said that the purpose of today's special board meeting is to update the board of trustees on the university's recent activities in response to the Covid-19 pandemic. Mr. Tressel said the university that the safety of YSU's students and employees is paramount to all activities and decision making. University administration is constantly listening to government reports and mandates in its efforts to pivot to remote learning. Mr. Tressel emphasized the importance of maintaining constant communication with the university's stakeholder students, parents, faculty and employees. Mr. Tressel said that managing through this crisis has presented many challenges, but also potential opportunities. The recent campus-wide strategic planning work has proved very useful. Mr. Tressel said that while there remains a series of unknown challenges, the university is poised to move forward and make good and thoughtful decisions. Mr. Tressel said that he has asked each of the university's five vice presidents to take a few minutes at today's meeting to describe the decisions and actions that have been taken in his or her respective unit.

Ms. Jacobs reported that the university has successfully implemented the transition of employees to working from remote locations. Employees whose presence is required on campus are working from safe distances with the safety of all employees of primary importance.

Dr. Smith reported on the unprecedented transfer of thousands of courses and sections to online presentation and participation in 13 days. Dr. Smith stated that throughout the transfer process, the university was in communication with academic accrediting bodies.

Mr. Howard reported that the university is taking care of students who continue to live on campus and to provide for students moving away from campus in the orderly retrieval of their belongings. Mr. Howard commended the university's admissions, financial affairs and information technology staff for their effort in the implementation of remote access in the continuing admission of students, student government elections, and in quickly raising \$50,000 in donations to the Penguin-to-Penguin campaign.

Dr. Sherman reported on the continuing strategic planning undertaking and likened the YSU campus response to the pandemic to a different kind of Hurricane Katrina in challenging the campus' capacity, capability and talent to address a new reality.

Mr. McNally reported that the FY2020 budget sustained significant negative impacts in the third fiscal quarter in revenue losses and housing and fee refunds. Mr. McNally recognized the substantial efforts of the Bursar's office, the Service Center and the Information Technology team. Mr. McNally said that the university has thus far incurred unplanned expenses of more than \$500,000 and is anticipating a revenue shortfall of \$2.2 million in the fourth quarter of FY2020. Mr. McNally said that the most significant variable in planning the FY2021 budget is student enrollment. Mr. McNally said that a number of Ohio higher education institutions are modeling for a 20% reduction in enrollment in the fall of 2020. Mr. McNally said that he currently expects a decline of approximately 20%, or \$8.5 million, in FY2021 funding from the state of Ohio.

Mr. Tressel said that while the university does face some unknowns, it is not panicking and is taking action to address the challenges that are known. Mr. Tressel said that affordable universities like YSU have an advantage when a Katrina hits, and that students, faculty and staff have all stepped up in the last month and are looking for the university's board of trustees and administration to do so.

ITEM IV – REPORTS OF THE COMMITTEES OF THE BOARD.

The chairperson recognized Dr. Hackstedde who moved that the board of trustees of Youngstown State University enter executive session to consider the appointment, employment, dismissal, discipline, promotion, demotion, and/or compensation of one or more university employees and to review collective bargaining negotiations with university employees concerning their compensation or other terms and conditions of their employment. Mr. George seconded the motion to enter executive session. The chairperson requested the secretary to conduct a roll call vote on the motion the results of which are as follows (YES being a vote in favor of the motion to enter executive session):

Mr. Deibel	YES	Dr. Hackstedde	YES
Mr. Roberts	YES	Dr. Jakubek	YES
Ms. Seals	YES	Mr. Peterson	YES
Ms. Cafaro	YES	Mr. George	YES
Mr. Ryan	YES		

The vote being unanimous in favor of the motion to enter executive session, the chairperson declared the motion carried and the board entered executive session at 3:35 p.m. Present via WebEx and in the Tod Leaders Conference Room were the trustees, the student trustees, the National/Global Trustee, Mr. Tressel, Dr. Smith, Mr. McNally, Ms. Jacobs, Mr. Howard, Dr. Sherman and the secretary to the board of trustees. Public access to the WebEx application was suspended during the executive session. While in executive session, the trustees discussed matters pertaining to YSU employment options and opportunities and heard reports from administration regarding the status of collective bargaining negotiations prior to Covid-19 and the various collective options and alternatives. Mr. Peterson departed the meeting at 5:30 p.m. The board returned to public session at 5:35 p.m. at which time public access to the WebEx application was restored.

After the board returned to public session Mr. Deibel read aloud the following:

Resolution of the Youngstown State University Board of Trustees
Responding to Demographic Shifts, a
Pandemic, and Other Disruptions to Sustain a Vibrant Future for
Youngstown State University: An Anchor Institution Essential to the Prosperity of the Region

YR 2020-55

WHEREAS, the Board of Trustees recognizes that University leadership has:

- taken appropriate and necessary actions considering the safety and security of the faculty, staff, students, and campus community;
- worked with the faculty to rapidly respond to a new educational delivery method in a very short period of time;
- responded expeditiously, led by Information Technology Services, to suddenly respond to urgent needs, new technological capacities and capabilities; and
- adapted student support, advising, and success activities to respond to typical, new, and emerging student needs; and

WHEREAS, the Board of Trustees acknowledges that:

- faculty and staff are working hard and are dedicated to students completing their course-work, their degree this semester, and continuing in the summer and fall semester;
- faculty and staff are adjusting approaches to matriculating an incoming class that can benefit from a high-quality educational experience, who are both close-to and far-from-home, and are either a new or a transfer student;
- there is ongoing consideration by the Academic Senate for adjusting academic policies and procedures to facilitate access to a high-value educational opportunity;
- students' financial circumstances have been considered through an equitable pro-rated refund of certain fees; and
- the staff is largely working off and on campus to facilitate the day-to-day operations of the university; and

WHEREAS, the Board of Trustees:

- understands that these adjustments will have an impact on the FY20 budget;
- anticipates that adjustments necessary to the FY20 and the FY21 budgets and those that impact future enrollment and expenses will have ongoing, long-term effects on the institution's financial well-being; and
- expects that faculty, staff, and leadership play a role in and has a responsibility to contribute in ways that influence the financial wellbeing of the university, particularly as it relates to attraction, retention and completion of students.

NOW, THEREFORE BE IT RESOLVED that:

- The University community should remain focused on students successfully completing their course work, graduating or continuing their program in the summer or fall; and
- The University community should collectively engage in shaping an incoming class including matriculating individuals who have decided to attend Youngstown State University, as well as possibly matriculating those who might be considering or who have had other educational opportunities; and
- The Plan for Strategic Actions to Take Charge of Our Future to be presented to the Board of Trustees in June 2020, must consider the profound effects the Pandemic and associated factors will have on the future of Youngstown State University and higher education in general, and provide for appropriate significant actions to be taken, as recommended by the president including respective timeframes, having consulted with campus' constituencies and the leadership team considering shared governance, as previously endorsed by the Board (Resolution December 7, 2017); and
- The recommendations made to the Board in June must in consideration of the proposed mission, vision, and values, provide for a clear institutional purpose that will create a sustainable and prosperous institution that is clearly differentiated in the higher education landscape as an anchor institution for the region, the state, and beyond.

Ms. Seals moved that the board of trustees adopt the proposed resolution read by Mr. Deibel. Dr. Jakubek seconded the motion. Mr. Deibel requested the secretary to conduct a roll call vote on the motion, the results of which are as follows (YES being a vote in favor of adopting the resolution):

Mr. Deibel	YES	Dr. Hackstedde	YES
Mr. Roberts	YES	Dr. Jakubek	YES
Ms. Seals	YES	Mr. Peterson	YES
Ms. Cafaro	YES	Mr. George	YES
Mr. Ryan	YES		

The Chairperson declared the motion carried and the resolution adopted.

ITEM V – COMMUNICATIONS AND MEMORIALS

The board considered no communications or memorials.

ITEM VI – UNFINISHED BUSINESS

The board considered no unfinished business.

ITEM VII – NEW BUSINESS

The committee considered no new business.

ITEM VIII – CHAIRPERSON’S REMARKS

Mr. Deibel thanked the staff and board of trustees.

ITEM IX – TIME AND PLACE OF UPCOMING REGULAR MEETINGS

Mr. Deibel said that the next regular meeting of the YSU board of trustees is scheduled to take place at 10:00 a.m. on Thursday, June 4, 2020, in the Board Room in Tod Hall, although it is possible that the meeting may be conducted virtually, as was today’s special meeting.

ITEM X – ADJOURNMENT

There being no further business to come before the board of trustees, and upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 5:47 p.m.

Chairperson

ATTEST:

Secretary to the Board of Trustees