

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

Tod Administration Building
Friday, September 14, 1990

Pursuant to Notice given by Resolution YR 1990-65 adopted at the Regular Meeting of the Board of Trustees on June 22, 1990, a Regular Meeting (the one hundred and forty-second) of the Board of Trustees of Youngstown State University convened at 3:00 P.M., Friday, September 14, 1990, in the Board Room in Tod Administration Building.

Nine Trustees were present at the meeting, to-wit: Mrs. Emily P. Mackall, Dr. John F. Geletka, Dr. Earnest J. Perry, Mr. Michael I. Monus, Mrs. Elizabeth C. DeLuca, Mr. Martin J. O'Connell, Mr. Richard P. McLaughlin, Mr. Edward A. Flask, and Mr. Mark E. Lyden. Absent was Student Trustee Ralph M. Crum.

Also present were Dr. Neil D. Humphrey, President; Dr. Bernard T. Gillis, Provost; Dr. Lawrence E. Looby, Vice President - Institutional Advancement; Dr. Charles A. McBriarty, Vice President - Student Services; Ms. Shirley A. Carpenter, Executive Director of Personnel Services; Mr. Edmund J. Salata, Executive Director of Facilities; Mr. Richard L. Glunt, Executive Director of Finance; Mr. James D. Miller, Executive Director of Administrative Services; Dr. G. L. Mears, Executive Director of Budget and Institutional Studies; Mr. Alan R. Kretzer, Special Counsel to the Attorney General of Ohio; Mr. Dennis A. Clouse, Assistant Vice President for Labor Relations; Mr. James E. McCollum, Assistant to the President for Legal Services; and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 30 persons, including deans, members of the faculty, students, and members of the news media.

Mrs. Emily P. Mackall, Chairperson of the Board, presided.

ITEM I: PROOF OF NOTICE OF MEETING.

Evidence was available to establish that a Resolution of the Board of Trustees had been duly and publicly passed in a Special Meeting of the Board of Trustees on June 22, 1990.

ITEM II: DISPOSITION OF MINUTES FOR MEETING HELD JULY 26, 1990.

Copies of the draft of the Minutes of the Meeting of the Board of Trustees held on July 26, 1990, had been mailed to each Trustee, to the President, Provost, University Vice Presidents and Executive

Directors, the State Examiner, the Special Counsel and the Legal Services Officer. Upon motion made by Mr. McLaughlin, seconded by Mr. Flask, the Board unanimously adopted the Minutes of the Meeting of July 26, 1990, as mailed.

ITEM III: RECOMMENDATIONS OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Humphrey recommended that two Resolutions be adopted by the Trustees:

After a Motion which was made by Mrs. DeLuca, and seconded by Mr. Flask, had received the affirmative vote of each Trustee present, the Chairperson declared the following Resolution duly adopted:

Resolution to Ratify Faculty/Staff Appointments

YR 1991-7

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

WHEREAS, new appointments have been made subsequent to the June 22, 1990 regular meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1990-91 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 A attached hereto.

After a Motion which was made by Dr. Geletka, and seconded by Dr. Perry, had received the affirmative vote of each Trustee present, the Chairperson declared the following Resolution duly adopted:

Resolution Accepting Gifts

YR 1991-8

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby accept these gifts on behalf of Youngstown State University and instructs the President to acknowledge such acceptance to the donors and to express our gratitude for their generosity to the University.

ITEM IV: REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Humphrey reported the following three items of information:

A. Dr. Humphrey stated that an Exposure Draft of Five-Year Strategic Plan would be available on Monday, September 17, 1990. Dr. Humphrey stated that the Exposure Draft was authored by Dr. Anne M. McMahon, Professor of Management, and Dr. Fred Owens, Associate Professor of Speech Communication and Theatre. Dr. Humphrey stated that the Exposure Draft is intended to stimulate discussion within the University community, and should not be considered as a proposal. Dr. Humphrey stated that he hoped that a second draft would be available in the Spring of 1991, and that Board action could occur on the Strategic Plan at its June, 1991, meeting.

B. Dr. Humphrey stated that immediately prior to the meeting he had received by fax a copy of the Ohio Board of Regents 1990-91 actual, 1991-92 proposed, and 1992-93 proposed instructional subsidies. The actual instructional subsidy for distribution by OBOR for 1990-91 is \$42,762,000. The proposed instructional subsidies for distribution in 1991-92 and 1992-93 are \$48,128,000 and \$53,151,000, respectively. Dr. Humphrey stated that revisions to OBOR's instructional subsidy distribution formula will result in a significant loss of revenue to the University.

C. Dr. Humphrey stated that the University projects that 15,025 students will register for the Fall Quarter, reflecting an increase of 1.1% (161 students) over 1989. Dr. Humphrey stated that this would be the third consecutive year of increases in enrollment after four consecutive years of decreases.

Dr. Gillis, Provost, reported concerning the following matters:

A. Status of Accreditation. Dr. Gillis reported on the accreditation status of five academic programs:

1. Social Work Baccalaureate. Candidacy status has been granted to YSU by The Commission on Accreditation of the Council on Social Work Education (CACSW) for a baccalaureate social work program. The granting of candidacy status permits YSU to apply for full accreditation at the University's convenience. Dr. Yozwiak stated that the program curriculum is in place, and that efforts will be made to address several concerns mentioned in the approval letter received from CACSW. Dr. Yozwiak estimated that application for full accreditation will be made by YSU this year.

2. School of Business. The Association of Collegiate Business Schools & Programs (ACBSP) has accepted the University's request to become a pilot school for accreditation. It is expected that formal application for accreditation will be made in the fall of 1990, and that an on-site accreditation visit would be made in the spring of 1991.

3. School of Engineering. The Accreditation Board for Engineering and Technology, Inc., has notified the University that all of the William Rayen School of Engineering programs which were reviewed for initial accreditation or reaccreditation received positive accreditation actions.

4. School of Music. The National Association of Schools of Music (NASM) Commission on Accreditation voted at its June meeting to continue the University's current Membership status, but deferred renewal of the membership pending the University's response to five concerns. Mr. Joe Edwards reported to the Committee on the concerns stated by the Commission, and the actions which have been implemented by the School of Music to address the concerns. It is anticipated that the University's response to all concerns will be delivered to the Commission on or before October 1, 1990, in order that NASM can consider the response at its November meeting.

5. Didactic Program in Dietetics, Plan V. The Council on Education Division of Education Accreditation/Approval of the American Dietetic Association voted at its meeting of July 30-31, 1990, to grant approval to the University's Didactic Program in Dietetics, Plan V, for a period of 10 years.

B. Early Admission Program under Amended House Bill 140. Dr. Gillis reported that the University expects to enroll approximately 30 high school students under the program established by H.B. 140. H.B. 140 provides that high school students may enroll in University academic courses at no charge for tuition, books or supplies. The University receives partial reimbursement for these students.

C. New Program Status. Dr. Gillis reported that the six-month notice of intent to develop a full Master of Science in

Nursing Program has been sent to the Ohio Board of Regents. Following receipt of final comments from the Regents Advisory Committee on Graduate Studies, a final proposal will be developed for the Board of Trustees' approval prior to submission for final consideration by the Board of Regents.

D. Faculty Publications. Dr. Gillis reported that a new book edited by Drs. Bege K. Bowers and Barbara Brothers of the YSU English Department has been published entitled "Reading and Writing Women's Lives - A Study of the Novel of Manners", UMI Research Press, Ann Arbor/London, 1990.

E. Subsidy Formula Changes. Dr. Gillis reported that he has met with the deans to discuss the course level adjustments applied under the revised OBOR instructional subsidy formula. Dr. Gillis stated that a meeting scheduled for October 2, 1990, with all Department Chairpersons will emphasize the importance of curriculum review, and will address the prorata effects of the subsidy reductions. Dr. Gillis stated that Chairpersons will be advised that improper numbering of courses by level and improper distribution of courses by level could have an adverse impact on course level determination for subsidy purposes.

Dr. McBriarty, Vice President - Student Services, and Mr. Edmund J. Salata, Executive Director of Facilities, reported concerning the following matters:

A. John J. McDonough Museum of Art. Mr. Salata reported that groundbreaking on the construction of the museum was scheduled for August 30, 1990.

B. Kilcawley Window Replacement. Mr. Salata reported that the project was complete, and has proven to be a most helpful improvement.

C. Chemical Waste Facility. Mr. Salata reported that the Building and Property Committee had selected Karl R. Rohrer Associates, Inc., as Associate Architects on the project.

D. Housing Projects.

Weller House. Dr. McBriarty and Mr. Salata reviewed schematic diagrams of the Weller House and Wick House renovation project designs and reported that the Weller House expected occupancy date was September 18, 1990, and that final completion was expected in two to three weeks. The schematic design for Wick House has been approved by the Building and Property Committee, and working drawings are in preparation.

Wick House. The Wick House project is expected to go to bid in November of 1990, with anticipated occupancy in

September of 1991. Dr. McBriarty reviewed the proposed floor plan which will permit 40 or more beds to be placed in Wick House.

Lyden House. Dr. McBriarty reported that the north half of Lyden House is 98% complete. Mr. Salata reported that Ohio Edison has installed temporary lighting at the site. The facility will be fully completed in December, 1990, and ready for full occupancy for the 1991 Winter Quarter.

Dining Commons. Dr. McBriarty stated that the project is in the schematic design stage. Dr. McBriarty reviewed a schematic footprint of the facility, which is expected to seat 300 students, and provide dining service to 600 students.

E. Housing Occupancy. Dr. McBriarty discussed the history of the Lyden House project, and commented that the finished facility is one in which the University should take pride. Current University housing occupancy is at 82% of capacity, with the current potential of 85% occupancy in the Fall Quarter. Dr. McBriarty pointed out that in the 1989 Fall Quarter, 236 students lived in University housing, while 436 occupy University housing in the 1990 Fall Quarter. In response to a question from Mr. McLaughlin, Mr. Salata stated that private security is still on-site at Lyden House, and that losses due to criminal damaging of Lyden House during its construction have not yet been fully determined.

F. Students from the Area of the Persian Gulf. Dr. Humphrey stated that the University was working with students from areas affected by the current Persian Gulf conflicts in order that support will be available in the event that funds become unavailable to these students.

ITEM V - REPORTS OF THE COMMITTEES OF THE BOARD OF TRUSTEES

1. Personnel Relations

Mr. Lyden reported that the Personnel Relations Committee recommended three Resolutions for adoption by the Board. She then read and moved for adoption the following Resolution:

Resolution Concerning Amendment of Policies Regarding Administration

YR 1991-9

WHEREAS, the Board of Trustees has approved revision of the title and position description of the Director of Budget and Institutional Services to Executive Director of Budgets and Institutional Services in order to recognize the promotion of the incumbent, Dr. G. L. Mears;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve amendment of Article I, Policies of the Board of Trustees of Youngstown State University by addition of a new Section 11 and renumbering the existing sections 11 through 14 as 12 through 15 as shown on the attached Exhibit C.

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

Mr. Lyden then read and moved for adoption the following Resolution:

Resolution Modifying Employee Records Policy

YR 1991-10

WHEREAS, the current University Employee Records Policy references the abolished title of Vice President - Personnel Services, and whereas the current policy requires minor modification to comply with Ohio's Public Records laws;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby modify the Youngstown State University Employee Records Policy as shown in the attached Exhibit D.

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

Mr. Lyden then read and moved for adoption the following Resolution:

Resolution Concerning Benefits for Excluded Part-Time Professional/Administrative Employees

YR 1991-11

WHEREAS, athletic coaches and "soft money" positions (those paid from grants and contracts) are now excluded from the unit of professional/administrative employees represented by the Youngstown State University Association of Professional/Administrative

Staff, an affiliate of the National Educational Association and the Ohio Education Association; and

WHEREAS, it is the intent of the University to treat these positions in an equitable manner; and

WHEREAS, the excluded qualifying part-time professional/administrative employees will be accorded benefits comparable to those afforded other qualifying part-time professional/administrative employees;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Youngstown State University, that Article III, Sections 23 and 24, and Article VIII, Section 2.6 of the Policies of the Board of Trustees of Youngstown State University are approved effective July 1, 1990, as revised and included in Exhibit E.

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

2. Building and Property

Mr. O'Connell stated that the Building and Property Committee had no report.

3. Budget and Finance Committee

Dr. Geletka reported that the Budget and Finance Committee was recommending five Resolutions for adoption by the Board. He then read and moved for adoption the following Resolution:

Resolution to Authorize Transfer From Unallocated Reserve Concerning H.B. 140 Students

YR 1991-12

WHEREAS, the FY 1990-91 budget document adopted by the Board of Trustees requires the approval of the Board of Trustees for all transfers from the Unallocated Reserve; and

WHEREAS, H.B.140 provides that high school students may enroll in University academic courses under certain circumstances without payment of tuition by the students; and

WHEREAS, H.B. provides that the University shall provide required books and supplies at no charge to the students enrolled under the provisions of the Bill;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize and direct the transfer of \$44,200 from the Educational and Associated Operations Fund Unallocated Reserve to the H.B. 140 Student Aid account as shown on the attached Exhibit F to provide funding for tuition and required books and supplies for students enrolled in accordance with the provisions of H.B. 140, and directs the administration to bill the responsible school districts for recovery in conformity with the law.

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

Dr. Geletka next read and moved for adoption the following Resolution:

Resolution to Authorize Transfer From Non-Instructional Services Contingency Reserve

YR 1991-13

WHEREAS, the FY 1990-91 budget adopted by the Board of Trustees requires that all increases in budget fund amounts be approved by the Board of Trustees; and

WHEREAS, the need for services for handicapped students has been reviewed by staff of the Student Services area; and

WHEREAS, the recommendations to provide additional services for handicapped students have been reviewed by appropriate University Officers and found to be acceptable.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve and direct the transfer of \$26,650 from the Non-Instructional Services Contingency Reserve to the Counseling and Health Enhancement Services budget for the purpose of providing additional services for handicapped students as shown on the attached Exhibit G.

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

Dr. Geletka next read and moved for adoption the following Resolution:

Resolution Concerning Competitive Bidding

YR 1991-14

WHEREAS, present policy of the Board of Trustees calls for formal competitive bidding for all purchases in excess of \$3,000 unless waived by the President; and

WHEREAS, this limit was established several years ago and it is believed appropriate to increase the limit to accommodate a greater number of purchases made in conformity with good purchasing practice;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby adopt the amendment to paragraph 2, Section 4.2, Article IX, of the Policies of the Board of Trustees of Youngstown State University as contained in Exhibit H.

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

Dr. Geletka next read and moved for adoption the following Resolution:

Resolution Concerning Official Depository and Credit Card Services

YR 1991-15

WHEREAS, Article IX, Section 10, of the Policies of the Board of Trustees of Youngstown State University provides that all University monies shall be deposited in a state or national bank which has an office in the City of Youngstown and complies with Section 1101.01 of the Ohio Revised Code, and that the Board of Trustees shall designate such bank as the official depository for the University funds for a three-year period beginning July 1, 1987; and

WHEREAS, The Dollar Savings and Trust Company, the Mahoning National Bank, the Society National Bank, and Bank One, Youngstown, NA, were invited to submit bids to serve as the official depository and to provide VISA, MasterCard and Discover credit card services; and

WHEREAS, on August 24, 1990, bids were received, publicly opened and later reviewed by the Budget and Finance Committee;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby designates Bank One, Youngstown, NA, to serve as the official depository and Society National Bank to provide credit card services for the period October 1, 1990 through June 30, 1993 and authorizes the administration to contract for services for that period in conformity with the invitation to submit bids and the actual bid submitted; and

BE IT FURTHER RESOLVED, that the official depository shall hypothecate an amount equal to the monies deposited which are in excess of the amount insured by the Federal Deposit Insurance Corporation and the securities pledged shall be as provided in Section 135.18 of the Ohio Revised Code; and

BE IT FURTHER RESOLVED, that the Board of Trustees hereby authorizes Neil D. Humphrey, President, and Richard L. Glunt, Executive Director of Finance, as authorized signatures on the payroll account, student refund ac-

count, and operation account and authorizes Martha Clark Briley and Eugene O'Hara, or their successors, from The Prudential Insurance Company of America as the authorized signatures on the medical insurance claims account; and

BE IT FURTHER RESOLVED, that the Board of Trustees expresses its appreciation to all the banks which responded to the "Request for Proposal."

The motion was seconded by Mr. O'Connell, and after discussion received the affirmative vote of the Trustees present. Mrs. DeLuca, Dr. Perry, and Dr. Geletka abstained from voting on the Resolution. The Chairperson declared the motion carried and the Resolution adopted.

Dr. Geletka next read and moved for adoption the following Resolution:

A Resolution to Authorize Non-Mandatory Transfers from the Intercollegiate Athletics Conference Fund and the Athletics Operation Contingency Fiscal Year 1989-90

YR 1991-16

WHEREAS, the Intercollegiate Athletics Fund resources for the FY 1989-90 budget were less than projected; and

WHEREAS, expenditures for Intercollegiate Athletics were within budgeted amounts but exceeded the resources available; and

WHEREAS, all budget funds are required to maintain a positive balance.

NOW, THEREFORE, BE IT RESOLVED, that the board of Trustees of Youngstown State University does hereby authorize and direct non-mandatory transfers of \$36,584 to the Intercollegiate athletics fund as follows:

\$13,140 from the Intercollegiate Athletics Conference Fund; and

\$23,444 from the Athletics Operating Contingency; and

as shown on the attached Exhibit I.

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

4. Academic Affairs

Mrs. DeLuca stated that the Academic Affairs Committee had no report.

5. Student Services

Mr. Flask reported that the Academic Affairs Committee recommended two Resolutions for adoption by the Board. He then read and moved for adoption the following Resolution:

Resolution Concerning Drug-Free Schools Act

YR 1991-17

WHEREAS, the recently enacted Drug-Free Schools and Community Amendments require all institutions of higher education to provide a drug and alcohol abuse prevention program for all of its employees and students; and

WHEREAS, the law also requires that a clear statement that drug and alcohol abuse are prohibited by the institution be developed; and

WHEREAS, Article III, Section 33, of the Policies of the Board of Trustees of Youngstown State University could be adopted to incorporate the requirements of the law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Youngstown does hereby amend Article III, Section 33 as contained in Exhibit J.

BE IT FURTHER RESOLVED that the administration be directed to distribute this section and the educational guidelines for the drug and alcohol abuse prevention program, at Exhibit K, to all employees and students as required by law.

The motion was seconded by Dr. Perry, and after discussion received the affirmative vote of all Trustees present.

The Chairperson declared the motion carried and the Resolution adopted.

Mr. Flask next read and moved for adoption the following Resolution:

Resolution to Establish Optional Telephone Service Charge

YR 1991-18

WHEREAS, the FY 1990-91 budget document approved by the Board of Trustees provides that service fees may be assessed students for special purposes; and

WHEREAS, it is desirable to provide optional telephone services for residents of University operated housing facilities.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve an optional telephone service charge in an amount not to exceed \$50 per quarter per student for residents of University operated housing facilities.

The motion was seconded by Dr. Perry, and after discussion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.

6. Public Services

Mr. McLaughlin reported that the Public Services Committee recommended one Resolution for adoption by the Board. He then read and moved for adoption the following Resolution:

Resolution Concerning Cooperation with Youngstown Police Department

YR 1991-19

WHEREAS, it is believed highly desirable to cooperate with the Youngstown Police Department in the enforcement of traffic regulations and the general protection of University property as well as the protection of students, faculty, staff and others privileged to use the YSU campus;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the University adminis-

tration and the Board's legal counsel to negotiate and execute an agreement between Youngstown State University and the City of Youngstown which is in substantially the same form and content as that contained in Exhibit L.

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

7. Athletics Committee

Dr. Perry stated that the Athletics Committee had no report.

8. Executive Committee

The Executive Committee had no report.

ITEM VII - COMMUNICATIONS, MEMORIALS

There were no communications or memorials.

ITEM VIII - UNFINISHED BUSINESS

There was no unfinished business.

ITEM X - TIME AND PLACE OF NEXT REGULAR MEETING

Upon motion made by Mr. McLaughlin, seconded by Mrs. DeLuca, which carried the affirmative vote of each Trustee present, the Chairperson declared the following Resolution adopted:

YR 1991-20

RESOLVED, that the next regular meetings of the Board of Trustees of Youngstown State University be held in the Board Room in Tod Administration Building at 3:00 P.M., on Friday, December 14, 1990,

Upon Motion made by Mrs. DeLuca, and seconded by Mr. McLaughlin, the meeting was duly adjourned at 3:55 P.M.

Emily P. MacKell

Chairman

ATTEST:

Franklin J. Bennett Jr.

Secretary to the Board of Trustees

YOUNGSTOWN STATE UNIVERSITY
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS
 AS OF September 14, 1990

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Brian J. Kitchen	Assistant Professor	Mechanical Engineering	09/15/90	\$36,000	9	
Linda L. Anschuetz	Assistant to the Director of General Accounting (Temp)	Financial Services	07/02/90	\$30,000	12	Temporary promotion from CCS through June 1991.
Linda B. Carney	Coordinator of the Curriculum Resource Center	Teacher Education Certi- fication/Dean's Office-- School of Education	06/25/90	\$24,303 (12-Month Base: \$23,844)	12	
Martin Manning	Housing Coordinator	Housing Services	07/02/90	\$21,600	12	As a condition of employ- ment must reside in Kilcawley House and participate in Univer- sity Food Service program at University expense.
Mansour Zenouzi	Instructor	Engineering Technology	09/15/90	\$29,700	9	INS Employment Authoriza- tion contingency. If PhD by 9/15/90, replacement contract to be issued as Assistant @ \$34,000. Renewal beyond 90-91 con- tingent upon PhD comple- tion by 5/15/91.
Carolyn K. Mikanowicz	Instructor	Health and Physical Education	09/15/90	\$25,000	9	If PhD by 9/15/90, replace- ment contract to be issued as Assistant @ \$28,000. Renewal beyond 90-91 con- tingent upon PhD by 5/15/91. Tenure contin- gent upon 3 articles being accepted for publication.

Agenda Item
Exhibit A

YOUNGSTOWN STATE UNIVERSITY
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS
 AS OF September 14, 1990

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Robert R. Weaver	Assistant Professor	Sociology, Anthropology and Social Work	09/15/90	\$28,000	9	
James A. Conser	Assistant Professor	Criminal Justice	09/15/90	\$32,000	9	Temporary/Terminal
Stephen W. Ausmann	Instructor	.6 Dana School of Music .4 Secondary Education	09/15/90	\$25,000	9	Temporary/Terminal
Traci Rosenberg	Athletic Academic Counselor	Intercollegiate Athletics	08/13/90	\$17,666 (12-Month Base: \$19,970)	12	
Charlene Kemp-Queener	Associate Director of Minority Student Services	Minority Student Services	08/13/90	\$28,219 (12-Month Base: \$31,900)	12	
John P. Thomas	Instructor	Marketing	09/15/90	\$34,160	9	
Christine Cobb	Instructor	Health and Physical Education	09/15/90	\$24,500	9	
John D. Usis	Assistant Professor	Biological Sciences	09/15/90	\$28,000	9	Temporary/Terminal
Kathleen Carole Garbe	Instructor	Health and Physical Education	09/15/90	\$23,700	9	If PhD by 9/15/90, require ment contract to be renewed as Assistant @ \$28,500.
Haiyang Chen	Assistant Professor	Accounting and Finance	09/15/90	\$48,000	9	Salary Increment of \$2,920 for Degree completion.

YOUNGSTOWN STATE UNIVERSITY
 RESOLUTION FOR NEW APPOINTMENTS AND PROMOTIONS
 AS OF September 14, 1990

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE OF EMPL.</u>	<u>SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Fran Allen	Instructor	Accounting and Finance	09/15/90	\$36,000	9	Temporary/Terminal
Jennifer Cousin Miller	Instructor	Management	09/15/90	\$35,000	9	Temporary/Terminal
Raymond R. Timlin	Instructor	Secondary Education	09/15/90	\$22,000	9	Temporary/Terminal
Ann Milkovich	Instructor	Elementary Education and Reading	09/15/90	\$22,000	9	Temporary/Terminal

**YOUNGSTOWN STATE UNIVERSITY
ATHLETIC COACHES
AS OF September 14, 1990**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>PAY GRADE</u>	<u>1989-90 SALARY</u>	<u>1990-91 SALARY</u>	<u>INCREASE \$ %</u>
Robert Geletka (p-t)	Assistant Basketball Coach (Women's)	Intercollegiate Athletics	C-4	\$ 7,857	\$ 8,700	842 10.7
Joseph C. Conroy	Head Weight Training and Conditioning Coach	Intercollegiate Athletics	C-3	16,115	17,800	1,685 10.5
John Klacik (p-t)	Assistant Weight and Football Coach	Intercollegiate Athletics	C-4		10,396	N/A
John Zizzo (p-t)	Head Baseball Coach	Intercollegiate Athletics	C-3	5,971	7,000	1,029 17.2
Fred Brickner (p-t)	Assistant Men's and Women's Track Coach	Intercollegiate Athletics	C-4	3,143	5,000	1,857 59.0
Bob Little (p-t)	Assistant Men's and Women's Track Coach	Intercollegiate Athletics	C-4	4,557	5,000	443 9.7
Tony Joy (p-t)	Head Golf Coach	Intercollegiate Athletics	C-3	7,857	8,700	842 10.7
John McKenna	Head Volleyball Coach	Intercollegiate Athletics	C-3	15,713	20,000	4,287 27.3
Tom Getz (p-t)	Head Tennis Coach	Intercollegiate Athletics	C-3	7,857	8,500	643 8.2
Thomas Getz (p-t)	Assistant Tennis Coach	Intercollegiate Athletics	C-4	2,985	3,500	515 17.3
**William Croft	Head Softball Coach	Intercollegiate Athletics	C-3	2,514	6,500	3,986
**Nickiforos Mastoride (p-t)	Head Cheerleading Coach	Intercollegiate Athletics	C-3	1,064	3,614	2,549

NOTE: Increase dollar (\$) amount for part-time (p-t) coaches, in many instances, is reflective of an increase in the FTE and/or change in assignment.

*Salary was set in June, 1990.

**Moved to Head Coach Position and increase in FTE.

**YOUNGSTOWN STATE UNIVERSITY
ATHLETIC COACHES
AS OF September 14, 1990**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>PAY GRADE</u>	<u>1989-90 SALARY</u>	<u>1990-91 SALARY</u>	<u>INCREASE</u> <u>\$</u>	<u>%</u>
James T. Tressel	Head Football Coach	Intercollegiate Athletics	C-1	\$ 65,000	On a Feb. thru Jan. schedule	-0-	
James Bollman	Assistant Football Coach	Intercollegiate Athletics	C-2	41,907	44,700	2,793	6.7
Ken Conatser	Assistant Football Coach	Intercollegiate Athletics	C-2	44,887	47,800	2,913	6.5
Mark Dantonio	Assistant Football Coach	Intercollegiate Athletics	C-2	30,718	33,000	2,282	7.4
Ernan Moore	Assistant Football Coach	Intercollegiate Athletics	C-2	16,528	18,200	1,672	10.1
Wayne Stanley	Assistant Football Coach	Intercollegiate Athletics	C-2	5,875 (23,500)	24,500	1,000	4.5
Donald J. Treadwell	Assistant Football Coach	Intercollegiate Athletics	C-2	24,611	26,700	2,089	8.5
Herman Jackson (p-t)	Assistant Football Coach	Intercollegiate Athletics	C-2	5,814	5,814	-0-	
Robert L. Stoope (p-t)	Assistant Football Coach	Intercollegiate Athletics	C-2	5,814	5,814	-0-	
John Stroia	Head Basketball Coach (Men's)	Intercollegiate Athletics	C-1	40,000	42,800*	2,800	7.0
Jayson Gee	Assistant Basketball Coach (Men's)	Intercollegiate Athletics	C-2	18,619 (23,500)	26,500	3,000	12.8
Christopher Stokes	Assistant Basketball Coach (Men's)	Intercollegiate Athletics	C-2	18,619 (23,500)	26,500	3,000	12.8
Todd Baker (p-t)	Assistant Basketball Coach (Men's)	Intercollegiate Athletics	C-2	7,858	8,700	842	10.
Edward DiGregorio (9 mos.)	Head Basketball Coach (Women's)	Intercollegiate Athletics	C-3	30,990	35,000	4,010	12.9
Carol Nee (9 mos.)	Assistant Basketball Coach (Women's)	Intercollegiate Athletics	C-4	15,000	16,400	1,400	9.3

YOUNGSTOWN STATE UNIVERSITY
 EXTERNALLY FUNDED PROFESSIONAL/ADMINISTRATIVE POSITIONS*
 AS OF September 14, 1990

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>PAY GRADE</u>	<u>1989-90 SALARY</u>	<u>1990-91 SALARY</u>	<u>INCREASE</u>	
						<u>\$</u>	<u>%</u>
William Cossler	Technology Transfer Agent (OTTO)	Cushwa Center for Industrial Development	ExF	\$ 33,400	\$ 35,800	2,400	7.2
Francis McHugh	Enterprise Counselor	Cushwa Center for Industrial Development	ExF	31,600	34,000	2,400	7.6
Lotty K. Wade	Research Associate II	Center for Urban Studies	ExF	23,000	25,000	2,000	8.7
Patricia K. Veisz	Grant Coordinator	Cushwa Center for Industrial Development	ExF	34,000	36,400	2,400	7.1
Howard Bomberger (p-t)	Eynon-Beyer Chair in Metallurgy	Dean's Office, William Rayen School of Engineering	ExF	9,600	10,300	700	7.3

*Only positions that had been covered by APAS.

YOUNGSTOWN STATE UNIVERSITY
GIFT LIST
AS OF SEPTEMBER 14, 1990

ANNUAL FUND CAMPAIGN

<u>CONTRIBUTOR</u>	<u>AM'T. AND/OR DESCRIPTION</u>	<u>PURPOSE OR RESTRICTION</u>
Chrysler Fund (Darrell Davis)	50	Undesignated/Matching Gift
Thomas F. Cornell	22	Undesignated
Edward D. Fill	100	Undesignated
First Federal S. & L. Youngstown	3,750	\$1,250 Undesignated, \$1,250 Intercollegiate Athletics, \$1,250 YSU Foundation
IBM (Anthony J. Airato)	70	Undesignated/Matching Gift
Michigan Bell (William L. DeFrance)	100	Undesignated/Matching Gift
Ohio Bell Foundation (Leonard M. Leenheer)	50	Undesignated/Matching Gift
Catherine C. Phifer	100	Undesignated/Matching Gift
Proctor & Gamble Fund (Joseph F. Segretti)	100	Undesignated/Matching Gift
Westinghouse Foundation (Robert L. Brickley)	250	Unrestricted/Matching Gift
Westinghouse Foundation (Paul G. Caswell)	100	Unrestricted/Matching Gift
Michael Ramos	20	College of Arts & Science
Robert M. Beil	1,500	School of Business
W. Perry Cooper, III	1,500	School of Business/ Matching Gift
Jeffrey A. Aukerman	50	Accounting Department/ Matching Gift

ANNUAL FUND Continued

Ronald G. Coviello	100	Accounting Department/ Matching Gift
Gerald R. Wiant	50	Accounting Department/ Matching Gift
Ford Fund (Larry L. Fobes)	25	Mechanical Engineering/ Matching Gift
Dennis J. Foreman	10	Electrical Engineering
IBM (Thomas M. Vojtko)	100	School of Engineering/ Matching Gift
IBM (Allan Wilson)	400	Mechanical Engineering/ Matching Gift
The Quaker Oats Foundation (Lawrence M. Baytos)	450	School of Engineering/ Matching Gift
Westinghouse Foundation (Lester Clemons)	75	School of Engineering/ Matching Gift
Westinghouse Foundation (Louis M. Waleff)	50	School of Engineering/ Matching Gift
Phoebe Jane Dixon	100	Fine and Performing Arts/ Matching Gift
Anonymous	1,000	Scholarships/History
Deborah A. Bonanno	50	Deloitte & Touche Scholar- ship/ Matching Gift
Dr. Alice Budge John Greenman	300	Specific Scholarship/ Matching Gift
Commercial Intertech Foundation (Dr. & Mrs. Neil D. Humphrey)	1,000	\$500/President's Scholarship, \$100 Inter- collegiate Athletics, \$100/ WYSU-FM, \$100/English Festival, \$200/Residence Hall/Matching Gift
Daryl L. Hatch	25	Deloitte & Touche Scholar- ship/Matching Gift
Karen B. Holliday	50	Deloitte & Touche Scholar- ship/ Matching Gift

ANNUAL FUND Continued

IBM (Hugh R. Jones)	1,000	Scholarships Industrial Engineering/Matching Gift
Estate of Martin T. Kennedy	10,000	Establish Martin T. Kennedy Scholarship
Knight-Ridder, Inc (John F. Greeman)	300	Specific Scholarship/ Matching Gift
Anne Marie Kohut	50	Scholarships/Matching Gift
Donald G. Long	4,530	Specific Scholarships
Dr. & Mrs. Lawrence E. Looby	50	Nick Paraska Scholarship
William A. Serjak	50	Scholarships/Matching Gift
Texas Instruments Foundation (Mr. & Mrs. Roger J. Madsen)	120	Scholarships/Matching Gift
Elaine L. Volarich	100	Deloitte & Touche Scholar- ship/ Matching Gift
Altrusa Club of Youngstown	100	Mary B. Smith Award
R. Donald Elser	500	Elser Speech Award
Dr. & Mrs. Stephen Sniderman	50	Carol Gay Fund in honor of birth of Geoffrey Josiah Gay & marriage of Jason Gay and Kristen Eichenberger
Martha Holden Jennings Foundation	13,000	Conference on Foreign Languages & Literatures
The Ohio Society of CPA's	1,000	Ohio Society of CPA Foundation
YSU Penguin Club	50,000	Penguin Athletics
CIGNA Foundation (Joseph S. Kosek)	25	Residence Hall/Matching Gift
Virginia Chiarello	20	Maag Library/in memory of: Mrs. Patricia L. Ascione
Mrs. Richard O. Fuller & Family	80	Maag Library/in memory of: Florence L. Benkart, Benjamin Mark Brothers & William T. Storey

ANNUAL FUND Continued

Axtmann & Lomax, Inc. CPA's	35	Maag Library/in memory of: Edward J. Cappelli
Family & Friends	860	Maag Library/in memory of: Helen Isabel Mort Cochran
Brothers & Sisters	25	Maag Library/in memory of: Dorothy Fagan
Dr. & Mrs. R.B. McConnell	25	Maag Library/in memory of: Elinor Goldberg
Everette & Vivian Abram & Family	32	Maag Library/in memory of: Dr. Martin Greenman
Dr. & Mrs. Taylor Alderman	50	Maag Library/in memory of: Dr. Martin Greenman
Dr. Barbara H. Brothers	25	Maag Library/in memory of: Pauline Houck
English Department, YSU	25	Maag Library/in memory of: Pauline Houck
Ed & Debbie Garchar	25	Maag Library/in memory of: Domenic Leone
Mr. Rocco A. Mediate	25	Maag Library/in memory of: Domenic Leone
Kathy, Pam & Paul F. Zander	25	Maag Library/in memory of: David Manners
Sarah Anne Meehan	500	Maag Library/in memory of: Lawrence L. Meehan Jr.
Tom & Patricia Thompson & Family	25	Maag Library/in memory of: Helen White Nelson
Irwin Thomases	1,400	Maag Library/in memory of: Ada Thomases
Dr. & Mrs. William A. Granfield	100	Maag Library/in honor of: Professor Walter Mayhall
YSU Centurian Organization	15	Maag Library/on behalf of: Dr. John R. White/Outstand- ing Professor 1989-90
Knights of Italy	50	Maag Library

ANNUAL FUND Continued

Piercy Fund	836	Maag Library
Friends of the Maag Library	1,500	Maag Library Restricted Fund
Professor Thomas Gay	20	Maag Library/Candice Gay Memorial Fund-1990 English Festival Books
Mrs. Irene Parthemos	180	Donation of Clothing to Fine & Performing Arts
Frank & Mary Ann Konya, Jr.	50	Military Science/Matching Gift

**TOTAL ANNUAL FUND CAMPAIGN
CASH CONTRIBUTIONS** **\$98,350**

Pledges

Frances & Lillian Schermer Charitable Trusts	10,000	Schermer Scholar-In- Residence Program
Herbert Williams	500	YSU Residence Hall

**TOTAL ANNUAL FUND
CAMPAIGN PLEDGES** **\$10,500**

**TOTAL ANNUAL FUND
CASH CONTRIBUTIONS
AND PLEDGES** **\$108,850**

WYSU-FM CONTRIBUTIONS

Karl E. Soller	70	Virginia Bandy	43
Catherine Roche	10	Steve E. Keister	100
Clarence Sigmier	100	Irene Smart	15
Mr. & Mrs. Samuel H. White	30	Emma Jones	15
Mr. & Mrs. Edward Heineman	30	Genevra Mann	50
Morton Sands	100	Dr. George Beelen	52
Stephen & Karen Chikosky	26	Alice Cooper	5
Mr. J. Robert Bruya	35	Mr. & Mrs. Robert Ingersoll	30
Dr. & Mrs. David Sweetkind	50	Dr. Peter Baldino	100
Donald Roose	52	Pauline M. Farkas	15
Joseph Rudjak, Jr.	52	Timothy E. Smith	100
Bill & Anna Jean Cushwa	100	Mr. & Mrs. Robert Marchese	100
Ardith Henderson	5	Nancy Thompson	50
Raymond Johnson	20	Jerome Stephens	30
William D. Conrad	100	Robert T. Slaughter/ Matching Gift/Pittway	100
Colleen McGarry	75	Dr. David Robinson	30
Tom Teague	30	Kathy Thompson	30
Sue Rinderknecht	50	John M. MacIntosh, Jr.	50
Dr. Elsa Parsegian	380	Sue Roth	35
Dr. & Mrs. David Sweetkind	50	Tom & Emma Jones	15
Alice Cooper	5	Mr. & Mrs. Robert L. Crispin	15
Ardith E. Henderson	5	Raymond Johnson	20
Joseph Mayer	30	C. Allen Pierce	50
Nancy J. Zipay	26	Dr. Norma Hazelbaker	500
<u>TOTAL WYSU-FM CASH CONTRIBUTIONS</u>		<u>\$2,981</u>	

GRANTS AND CONTRACTS

<u>Department</u>	<u>Funding Source</u>	<u>Award</u>	<u>YSU Match</u>	<u>TOTAL</u>
Economics	OBOR-Urban Univ. Pgm.	\$13,551	\$ 3,841	\$ 17,392
Engineering Tech.	Nat'l. Science Fdn.	14,302	14,302	28,604
Black Studies	OBOR-Urban Univ. Pgm.	15,722		15,722
Urban Studies	Austintown Board of Trustees	331		331
Urban Studies	OBOR-Urban Univ. Pgm.	13,345	18,400	31,745
Urban Studies	Cleveland State Univ.	5,000		5,000
Urban Studies	Cleveland State Univ.	8,391		8,391
Urban Studies	WFMJ Broadcasting Co.	416		416
Human Services	Mahoning County Childrens Services	1,000	250	1,250
Human Services	Yo. Area United Way	776	468	1,244
Human Services	Yo. Area United Way	1,870	800	2,670
Foreign Languages	Martha H. Jennings Fdn.	13,000		13,000
English	OBOR	5,040		5,040
TOTAL GRANTS AND CONTRACTS		<u>\$92,744</u>	<u>\$38,061</u>	<u>\$130,805</u>

OTHER CONTRIBUTIONS

<u>Contributor</u>	<u>Am't. and/or Description</u>	<u>Purpose or Restriction</u>
Hershey Foods	HPLC Accessories Value, \$6,990	Chemistry Dept.
Cisco Electrical Supply	Fax Machine Value, \$1,995	Facilities
TOTAL OTHER	<u>\$8,985</u>	

1990 Festival Contributions List

Altrusa Club of Youngstown, Ohio Inc., c/o Niki Pipak, President 430 Ingram Dr., Youngstown, OH 44512 (one \$50.00 savings bond)	\$25.00
Amish Country Collections, Deanna Wish, Curator, R.D. 5 Sunset Valley Road, New Castle, PA 16105	\$100.00
Arby's at YSU, 410 Wick Avenue, Youngstown, OH 44555 (six \$50.00 saving bonds and meal coupons valued at)	\$500.00
Austintown Middle School, 5800 Mahoning Avenue, Youngstown, OH 44515	\$30.00
Bank One	\$1000.00
Bayowski, Andrew E. and Gloria Dunnam, 7174 Struthers Road, Poland, OH 44514 (to Carol Gay Fund)	\$50.00
Beaver Local Middle School, Honors Reading Group, 13052 State Route 7, Lisbon, OH 44432	\$30.00
Beeghly, Bruce R. & Nancy W., 1320 Virginia Trail, Youngstown, OH 44505	\$200.00
Bibo, Jacqueline M., 6360 Tippecanoe Road #9, Canfield, OH 44406	\$100.00
Boardman Center Middle School PTA, Market Street Boardman, OH 44512	\$30.00
Bristol Parents Interested in Education Committee, 6301 State Route 45, Bristolville, OH 44402	\$30.00
Brothers, Dr. Barbara, 3404 Fifth Avenue, Youngstown, OH 44504	\$100.00
Bunn, Dr. and Mrs. William, 4025 Whippoorwill Way, Youngstown, OH 44505	\$50.00
Burger, Neita B. Mrs., 239 Gypsy Lane, Youngstown, OH 44504	\$100.00
Caccamo, Dr. and Mrs. Leonard P., 45 Redfern Drive, Youngstown, OH 44505	\$150.00
Campus Dining Services, YSU, (coffee and donuts valued at)	\$515.81
Carr, Dr. and Mrs. Robert V. C., 117 Robin Hood Way, Sherwood Forest, Youngstown, OH 44511	\$25.00
Chaney, Parent Teacher Group, 3119 Louise Rita Court, Youngstown, OH 44511	\$30.00
Commercial Intertech Foundation, P.O. Box 239, Youngstown, OH 44501-0239	\$200.00
Covelli Enterprises, 3900 E. Market St., Warren, OH 44484 (coupons valued at)	over \$500.00
Davis, Anne and Jim 8050 Leffingwell Road, Canfield, OH 44406	\$200.00
DeSalvo, Joy and Joseph 633 Mansell Drive, Youngstown, OH 44505	\$50.00
DiFrangia, Sylvia 527 E. Liberty Street, Youngstown, OH 44505	\$25.00
Driscoll, James & Mary Katherine, 351 Redondo Road, Youngstown, OH 44504	\$25.00

East Jr. High School, 1470 South Street, Warren, OH 44483	\$30.00
First Federal Savings Bank, 3551 Belmont Avenue, Youngstown, OH 44505 (three \$50.00 savings bonds)	\$75.00
Frank Ohl PTA, Joana Repaskey, Treasurer, 225 Idaho Road, Austintown, OH 44515	\$30.00
Friends of the Boardman Library, 7227 Glenwood Avenue, Youngstown, OH 44512	\$50.00
Penelope Gay, Jason Barclay Gay/Kristin Eichenberger, Pamela Groves Gay, T. Geoffrey Gay/Susan Marie Bean, and Thomas Elijah Gay	\$600.00
General Motors Team in the Mahoning Valley	\$1000.00
Gorant Candies/Yum Yum Tree, 8301 Market Street, Youngstown, OH 44512 (twenty \$10.00 gift certificates)	\$200.00
Gronvall, Mr. and Mrs. Fred L., 3509A Somerset, Youngstown, OH 44505	\$25.00
Helen Hart Hurlbert Foundation, c/o Fred L. Schomer 9250 King Graves Road N.E., Warren, OH 44484	\$150.00
Hoffman, Mary Irene, 501 Stoneybrook Lane, Canfield, OH 44406	\$30.00
Holy Family School, 2731 Center Road, Poland, OH 44514	\$30.00
Honey, Dorothy L., 260 Talsman Drive Apt. 3, Canfield, OH 44406	\$50.00
Houghton-Mifflin (books valued at)	\$180.00
Howland Classroom Teachers Association, Richard King, 200 Shaffer Drive NE, Warren, OH 44484	\$50.00
IBM Corporation, 250 Federal Plaza East Youngstown, OH 44503	\$50.00
Kaufmann's, A Division of the May Dept. Stores Co., % Jo A. Rotella, Adm. Asst., Pittsburgh, PA 15219 (fifteen \$20 gift certificates valued at)	\$300.00
Lakeview Local Schools, Administration Offices, 300 Hillman Drive, Cortland, OH 44410-1591	\$80.00
Latessa, Gloria T., 774 Truesdale Road, Youngstown, OH 44511	\$50.00
Lebo, Mr. and Mrs. Brian, 410 Elruth Court #152, Girard, OH 44420	\$50.00
Mahoning Valley Council of International Reading Association 81 Renee Drive, Struthers, OH 44471	\$50.00
Mahoning Valley Distributing Agency, P.O. Box P, 2256 Rush Blvd., Youngstown, OH 44507	\$500.00
Macovitz, Mark, 5 Weitz Street, Boston, MA 02134	\$50.00
Mahoning National Bank, Mr. Gregory L. Ridler, 23 Federal Plaza P.O. Box 479, Youngstown, OH 44501-0479 (three \$50.00 U.S. Savings Bonds, Series EE)	\$75.00
Mathews High School, 4429 Warren-Sharon Road, Vienna, OH 44473	\$30.00
McKay, Donald B., 7680 South Avenue, Youngstown, OH 44512	\$50.00
Mendel, Isadore M.D., Box 5050, New Castle, PA 16105	\$25.00

Merriam-Webster (books valued at)	\$720.00
Morrow, Dr. A. DeWitt, 111 W. Sheridan Avenue, New Castle, PA 16105	\$50.00
Moyer, John and Sandra, 5701 Sampon Drive, Girard, OH 44420	\$50.00
Munsell, Dorothea C., 4240 New Road, Austintown, OH 44515	\$25.00
New American Library (books valued at)	\$1682.00
Newman, Dr. and Mrs. Nigel, 411 Darlington Road NE, Warren, OH 44484	\$25.00
Ohio Education Association, 225 East Broad Street, Box 2550, Columbus, OH 43216	\$100.00
Poland Middle School, Hobart, Beverly, PTA Treasurer, 1740 Alverne Drive, Poland, OH 44514	\$30.00
Poling & Bacon Construction Co., Inc., 10400 South Avenue, P.O. Box 5020, Youngstown, OH 44514	\$50.00
Prutz, Pat, Roswell Georgia	\$25.00
Powers, Emily M., 413 South Main Street, Poland, OH 44514	\$25.00
Schaff, Mary Alice B. Mrs. 105 Newport Drive, Youngstown, OH 44512	\$125.00
Sears, Roebuck & Company Southern Park Mall, Youngstown, OH 44512 (ten \$10 gift certificates)	\$100.00
Seckler, Patricia, 6454 Sharon Stewart Road Hubbard, OH 44425	\$50.00
Segall, Harold M.D.	\$450.00
Shattuck, M. Lisa Mrs. 1060 Westport Drive, Boardman, OH 44511	\$25.00
Seiger, Maureen and James Roswell, Georgia	\$30.00
Simon & Schuster (books valued at)	\$252.00
Slanina, Sandra 2193 Cranbrook Drive, Youngstown, OH 44511	\$25.00
St. Matthias Home and School Association, 2800 Shady Run Road, Youngstown, OH 44502	\$50.00
St. Michael School, & Mary J. Lipani, 80 North High Street, Greenville, PA 16125	\$30.00
St. Nicholas School, Paulette Petrosky, 762 Fifth Street, Struthers, OH 44471-1794	\$30.00
Stefanski, Paula & Kim, 5225 Tippecanoe Road, Canfield, OH 44406	\$50.00
Stillwagon, Mr. and Mrs. Franklin K., 123 Forest Hill Road, Youngstown, OH 44512	\$50.00
Strouss, Margaret & Clarence J. Jr., 62 Warner Road, Hubbard, OH 44425	\$100.00
The Vindicator, & Mark A. Brown, Vindicator Square, P.O. Box 780, Youngstown, OH 44501-0780	\$300.00
Tod, Mr. and Mrs. Fred Jr., 98 Fairway Drive, Youngstown, OH 44505	\$50.00
Three Arts Club, c/o D. Koch, 7050 Kirk Road, Canfield, OH 44406	\$25.00
Varveris, Judy, 6 Federal Plaza West, Youngstown, OH	\$50.00

Volney Rogers Jr. High School, c/o Carol Elias, 2400 S. Schenley, Youngstown, OH 44511	\$30.00
Donald M. Weibling Insurance Agency West, Phyllis Ann & Swann, Danielle, 127 N Hyde Street, Niles, OH 44446	\$50.00
Williamson, Warren P. Jr., 4029 Fairway Drive, Canfield, OH 44406	\$25.00
Willow Creek Learning Center, Inc. 1322 W. Western Reserve Rd., Poland, OH 44514	\$1000.00
Youngstown Diocesan Confederation of Teachers, 8090 Market St, Suite #1, Youngstown, OH 44512	\$30.00
Youngstown Playhouse, 600 Playhouse Lane, Youngstown, OH 44511 (10 student season tickets @ \$35.00 each)	\$60.00
	\$350.00

total cash donations	\$8470.00
total goods and services	<u>\$4754.81</u>

total cash and gifts	<u>\$13,224.81</u>
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RECAP

ANNUAL FUND		
Cash	\$ 98,350	
Pledges	<u>10,500</u>	\$108,850
WYSU-FM		2,981
GRANTS & CONTRACTS		92,744
OTHER		8,985
ENGLISH FESTIVAL		<u>13,225</u>
TOTAL GIFTS		<u>\$226,785</u>

ARTICLE I. ADMINISTRATION OF THE UNIVERSITY

SECTION II. EXECUTIVE DIRECTOR OF BUDGETS AND INSTITUTIONAL SERVICES

THE EXECUTIVE DIRECTOR OF BUDGETS AND INSTITUTIONAL SERVICES SHALL BE EMPLOYED BY THE BOARD UPON RECOMMENDATION OF THE PRESIDENT AND SHALL SERVE AT THE DISCRETION OF THE PRESIDENT. HE/SHE SHALL HOLD A PROFESSIONAL/ ADMINISTRATIVE APPOINTMENT SUBJECT TO THE STATED TERMS OF A CONTRACT OF EMPLOYMENT.

THE EXECUTIVE DIRECTOR OF BUDGETS AND INSTITUTIONAL SERVICES SHALL BE RESPONSIBLE TO THE PRESIDENT FOR PREPARATION OF ANNUAL BUDGETS INCLUDING POSITION CONTROL, ADMINISTRATION OF THE INSURANCE PROGRAM OF THE UNIVERSITY OTHER THAN EMPLOYEE INSURANCE, INSTITUTIONAL RESEARCH, INCLUDING FEDERAL AND STATE REPORTING, ENVIRONMENTAL SERVICES AND HEALTH SERVICES. HE/SHE SHALL HAVE OTHER DUTIES AS ASSIGNED BY THE PRESIDENT.

APPENDIX B

YOUNGSTOWN STATE UNIVERSITY
EMPLOYEE RECORDS POLICY

I. DEFINITION

For the purposes of this policy, "file", as used [in II.A, II.B, II.C, and II.D] below, shall be used to indicate any discrete gathering of information relating to an individual and stored in a fashion to facilitate recovery of that information by reference to the individual.

II. ESTABLISHMENT AND MAINTENANCE

Each department or unit within the University shall be responsible for the establishment and maintenance of such records as are necessary for its normal operation, subject to the provisions and restrictions of this policy. Files shall be maintained in accordance with directives contained in relevant state and federal statutes, rules and regulations of the Ohio Department of State Personnel, and policies of the University and the Board of Trustees, AND APPLICABLE COLLECTIVE BARGAINING AGREEMENTS.

A. Personnel Records: FACULTY

An Official Faculty File shall be maintained on each full-service faculty member by the ~~Vice President~~ EXECUTIVE DIRECTOR OF Personnel Services. ~~The policy governing these files shall be in the Agreement in effect at any given time between the University and the bargaining agent of the faculty.~~

B. Personnel Records: CLASSIFIED EMPLOYEES

An Official Personnel File shall be maintained on each Classified Civil Service Employee by the Director of CLASSIFIED Personnel.

C. Personnel Records: NON-CLASSIFIED EMPLOYEES (EXCLUDING FACULTY)

~~The Vice President~~ EXECUTIVE DIRECTOR OF Personnel Services shall ~~be responsible for the establishment and maintenance of~~ MAINTAIN an official Personnel File on each non-classified employee (excluding faculty).

D. ~~Campus-Security~~ YSU POLICE DEPARTMENT Records: ALL EMPLOYEES

The Director of ~~Campus-Security~~ YSU POLICE shall be responsible for the record keeping function of the ~~Security-Office~~ YSU POLICE DEPARTMENT [with regard to University employees]. The sole extent of ~~Security-POLICE~~ files on employees shall be as follows: a record shall be maintained on each employee who is charged INVESTIGATED by ~~Security~~ YSU POLICE with FOR a specific violation of law or University regulations; ~~records~~ A SYNOPSIS of such accusations or complaints ~~which-do~~ WHETHER OR not THEY lead to formal charges OR DISCIPLINARY ACTION ~~shall-not-be-retained-in-an-employee's-file;-such-information may, however,~~ be placed in the employee's personnel file (II.A, II.B, or II.C above) if this is deemed appropriate by the ~~administrator~~ charged with maintaining the file EXECUTIVE DIRECTOR OF PERSONNEL SERVICES; in this event, provision III.B shall be observed.

III. GENERAL PROVISIONS

- A. Each employee shall have the right, at any reasonable time, to examine his or her file(s) [described in II. A, II.B, AND II.C, ~~and II.D~~ above], and to enter into the file(s) a written statement commenting upon or disagreeing with any document contained therein. ~~The one exception to employee access shall be confidential letters of recommendation written in support of the individual's application for employment.~~
- B. Each employee shall receive a copy of each document placed in his or her file(s) [described in II.A, II.B., AND II.C above], at the time it is placed in the file.
- C. At least once during each academic year, the President of the University shall designate an individual or individuals to conduct an unannounced spot check of the records identified in II.A, II.B, II.C, and II.D above, and to provide a written confirmation of administrative compliance with this policy. These reports shall be made available to any employee who wishes to examine them. It shall be the responsibility of the President to take appropriate action in the event of administrative non-compliance with this policy.
- D. No one within the University shall maintain any files which in any way violate the academic freedom of any member of the faculty or infringe upon the legal and Constitutional rights of the individual.

- E. It shall be the responsibility of each administrator charged with maintaining the files cited [in II.A, II.B, II.C., and II.D] above, to conduct periodically an examination of the files under his supervision and to purge the files of material no longer appropriate for retention.

IV. USE

Information stored in the various employee files shall be used in any manner appropriate to the normal operation of the University. Such information as permitted or required by law may be reported to the state and/or federal governments. The administrator in charge of each set of employee files shall make every reasonable effort to assure that the information stored therein shall be maintained with confidentiality, ~~except in the case of information which is by nature public~~ IN ACCORDANCE WITH APPLICABLE LAW.

~~Campus Security~~ YSU POLICE DEPARTMENT records shall not be used in making basic personnel decisions such as promotion, retention, or termination.

ARTICLE III. PERSONNEL

Section 23. Part-Time Administrative Staff

The University utilizes the services of a limited number of part-time professional/administrative staff members. Such individuals are under the direct supervision and control of the University as to the method and results of work performed. Such individuals perform non-teaching duties of a professional, administrative, or research nature which are not covered by existing Ohio Civil Service position classifications and regulations. University students are not eligible for appointments of this nature.

Part-time professional/administrative staff members are enrolled in the Public Employees Retirement System (PERS) unless they qualify for exclusion from coverage and choose to be excluded. ~~Part-time professional/administrative staff members are not covered by the University's insurance program, and do not earn vacation.~~ WHOSE APPOINTMENTS, AS SPECIFIED ON THE INDIVIDUAL CONTRACT OF APPOINTMENT, EQUAL OR EXCEED .5 FTE SHALL BE ELIGIBLE TO PARTICIPATE IN THE UNIVERSITY'S GROUP INSURANCE PROGRAM. THE EMPLOYEE MAY ENROLL FOR COVERAGE FROM THE EFFECTIVE DATE OF APPOINTMENT THROUGH THE FOLLOWING JUNE 30 AND WILL PAY, THROUGH PAYROLL DEDUCTION, THE PERCENTAGE DIFFERENCE THAT WHEN ADDED TO HIS/HER APPOINTED FTE (THE UNIVERSITY'S CONTRIBUTION) WILL EQUAL 100% OF THE GROUP RATE (E.G., 60% APPOINTMENT WOULD HAVE A CO-PAYMENT OF 40%). THIS OPPORTUNITY SHALL BE AVAILABLE ONLY AT THE TIME OF EACH APPOINTMENT, AND THE INDIVIDUAL'S DECISION IS IRREVOCABLE FOR THAT CONTRACT YEAR. IN ADDITION, PART-TIME PROFESSIONAL/ADMINISTRATIVE STAFF MEMBERS WHOSE APPOINTMENTS EQUAL OR EXCEED .75 FTE AND HAVE COMPLETED ONE CONTRACT YEAR OF SERVICE AND ENTERED A SECOND YEAR OF SERVICE, ARE ENTITLED TO VACATION PRORATED ON THE BASIS OF THE FULL-TIME SCHEDULE. Part-time professional/administrative staff members are not eligible for continuity of employment. Part-time professional/administrative staff are not assigned to professional/administrative salary ranges.

Part-time professional/administrative staff members are appointed to a specified part-time equivalence, ~~not to exceed .75~~; for purposes of this policy, a full-time position is assumed to require 40 hours of service ~~each~~ PER week. An appointment as a part-time professional/administrative staff member is for a specified period of time, ~~not to exceed eight months~~.

The appointing authority for part-time professional/administrative staff members shall be the President or his designee.

Section 24. Bookstore Discount

Members of the full time AND PART-TIME Professional/Administrative staff, the full-time classified Civil Service staff, and the limited service faculty shall receive a discount of 20% on all purchases in excess of \$5.00 at the University Bookstore. This discount applies only to materials purchased for the personal use of the staff member or members of his immediate family.

**ARTICLE VIII. UNDERGRADUATE ADMISSION, RETENTION,
GRADUATION, TUITION AND FEES**

Section 2.6.

Full-service employees and former employees on retirement status are themselves eligible to enroll as students and to receive remission of the Instructional Fees and the non-resident tuition surcharge for such courses, provided that the time such courses are taken shall not interfere with the normal working hours of the employed individual. For all full-time classified Civil Service employees who are not members of a recognized collective bargaining unit, the University shall extend the maximum fee remission granted under any bargaining Agreement covering classified Civil Service employees at the University. For unclassified administrative staff, remission of the instructional and general fees shall be granted for up to six (6) credit hours during any quarter. These individuals may take additional credit hours per quarter if they pay the appropriate fees. Limited-service faculty are eligible for remission of the instructional fee in accordance with the provisions of Article III of the Policies of the Board of Trustees.

PART-TIME PROFESSIONAL/ADMINISTRATIVE STAFF MEMBERS SHALL BE ELIGIBLE FOR REMISSION OF 50% OF THE UNIVERSITY'S INSTRUCTIONAL FEE FOR UP TO EIGHT (8) QUARTER HOURS DURING ANY ACADEMIC YEAR PROVIDED THAT THE TIME SUCH COURSES ARE TAKEN SHALL NOT INTERFERE WITH THE NORMAL WORKING HOURS OF THE EMPLOYED INDIVIDUAL.

Other Student Aid
H.B. 140 Student Aid - 02971

Departmental Budget
Fiscal Year Ending June 30, 1991

	Standard Object Code	1989-90		1990-91	
		FTE	Amount	FTE	Amount
<u>Operating Expenses</u>					
Student Aid/Scholarships	740		\$0		\$44,200
Total Operating Expenses			\$0		\$44,200
Total Departmental Budget			\$0		\$44,200

YOUNGSTOWN STATE UNIVERSITY
Counseling and Health Enhancement Services
Proposed Adjusted Budget, FY 1990-91

	SOC	Budgeted		Adjustments		Adjusted Budget	
		FTE	Amount	FTE	Amount	FTE	Amount
Personal Services:							
Prof./Admin. Full-time	120	5.80	\$195,156			5.80	\$195,156
Prof./Admin. Part-time	121	0.80	16,160	0.10	\$2,500	0.90	18,660
Civil Service Classified	130	2.00	47,716			2.00	47,716
Student Wages	140	2.33	19,371			2.33	19,371
Total Salaries		10.93	\$278,403	0.10	\$2,500	11.03	\$280,903
Fringe Benefits	200		77,766		650		78,416
Total Personal Services		10.93	\$356,169	0.10	\$3,150	11.03	\$359,319
Operating Expenses:							
Supplies	300		\$7,720				\$7,720
Travel	410		4,991				4,991
Subscriptions, Books, Reports	510		165				165
Dues and Memberships	520		65				65
Public Rel. & Advertising	540		725				725
Telephone	551		1,000				1,000
Postage, Freight, UPS	570		550				550
Independent Consultant	720				\$2,500		2,500
Awards	743		250				250
Miscellaneous, NOC	799				20,000		20,000
General Equipment	949				1,000		1,000
Total Operating Expenses			\$15,466		\$23,500		\$38,966
Total Departmental Budget		10.93	\$371,635	0.10	\$26,650	11.03	\$398,285
Resources:							
General Fee Allocation			\$362,790				\$362,790
Epilepsy Fund			8,845				8,845
Non-mandatory transfer from:							
Non-Instructional Services					\$26,650		26,650
Contingency Reserve							
Total Resources			\$371,635		\$26,650		\$398,285

Paragraph 2, Section 4.2, Article IX, Policies.

Competitive bids shall be sought in all cases where the commodity or services to be purchased shall be estimated to cost in excess of ~~\$3,000~~ \$5,000 FOR GOODS AND SERVICES OR \$10,000 FOR CONSTRUCTION and wherein the best interests of the University and the State of Ohio shall be served by such competition, notwithstanding the fact that competitive bidding may not be required by any provision of law. The foregoing requirements of competitive bidding shall not apply to professional services unless so ordered by the Board of Trustees or the President and may be waived on any purchase by the President in emergencies or circumstances where it is not considered practicable and is in accordance with the laws of Ohio.

Auxiliary Enterprises
Intercollegiate Athletics - 12500

Departmental Budget
Fiscal Year Ending June 30, 1990

Source	Budgeted 1989-90 Amount			Adjustments			Adjusted FY 1989-90 Amount		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
Balance Forward	\$15,000		\$15,000				\$15,000		\$15,000
General fee Allocation	\$2,312,355		\$2,312,355				\$2,312,355		\$2,312,355
Earned Income:									
Football Tickets	\$210,000		\$210,000	(\$22,316)		(\$22,316)	\$187,684		\$187,684
Basketball Tickets	134,056		134,056	(14,268)		(14,268)	119,788		119,788
Guarantees	87,500		87,500				87,500		87,500
Program Advertising	34,000		34,000				34,000		34,000
Program Sales	5,500		5,500				5,500		5,500
Concessions/Vending:									
Athletic Events Concessions	5,500		5,500				5,500		5,500
Campus Vending Concessions	72,000		72,000				72,000		72,000
Campus Telephone Commissions	5,000		5,000				5,000		5,000
Scoreboard Messages	1,500		1,500				1,500		1,500
Special Events/Tournaments	4,000		4,000				4,000		4,000
Miscellaneous, N.O.C.	8,000		8,000				8,000		8,000
Scoreboard Advertising Charges	25,000		25,000				25,000		25,000
Viewing Boxes Contributions	60,000		60,000				60,000		60,000
Athletic Facilities Rental (net of previous year)	20,000		20,000				20,000		20,000
Total Earned Income	\$672,056		\$672,056	(\$36,584)		(\$36,584)	\$635,472		\$635,472
Other Resources:									
Non-mandatory transfer from Intercollegiate Athletics									
Conference Fund	\$0		\$0	\$13,140		\$13,140	\$13,140		\$13,140
Athletics Operating Contingency	\$0		\$0	\$23,444		\$23,444	\$23,444		\$23,444
Gifts (Total from previous year)	\$51,681		\$51,681				\$51,681		\$51,681
Scholarships & Grant-in-Aid from Donors		\$38,400	\$38,400					\$38,400	\$38,400
Total Other Resources	\$51,681	\$38,400	\$90,081	\$36,584		\$36,584	\$88,265	\$38,400	\$126,665
Total Resources	\$3,051,092	\$38,400	\$3,089,492	\$0		\$0	\$3,051,092	\$38,400	\$3,089,492

Agenda Item F.3.e.
Exhibit I

Section 33. Drug-Free Workplace

In accordance with the requirements of Title V of the federal Anti-Drug Abuse Act of 1988 ("omnibus drug bill") AND THE DRUG-FREE SCHOOLS AND COMMUNITY AMENDMENTS OF 1989 ("DRUG-FREE SCHOOLS AND CAMPUSES ACT"), the Board of Trustees of Youngstown State University does hereby establish the following policy respecting a drug- AND ALCOHOL ABUSE-free environment.

- 33.1 The University recognizes that illegal drug use AND ALCOHOL ABUSE poses health and safety hazards to employees, STUDENTS, and to the community at large and accordingly prohibits the possession or use of illegal drugs AND ABUSE OF ALCOHOL by employees AND STUDENTS on all University property and at other locations where employees are conducting University business.
- 33.2 Employees OR STUDENTS manufacturing, distributing, dispensing, possessing or using illegal drugs OR ABUSING ALCOHOL on University property and at other locations during the conducting of University business may be subject to disciplinary sanctions. Employees' rights respecting discipline imposed under this policy are governed by the appropriate collective bargaining agreement, if the employee is a member of a bargaining unit covered by a negotiated bargaining agreement. For employees not covered by a collective bargaining agreement, sanctions may be imposed in accordance with existing policy and procedures. STUDENTS' RIGHTS RESPECTING DISCIPLINE IMPOSED UNDER THIS POLICY ARE OUTLINED IN THE CODE.
- 33.3 The University will establish and maintain a drug- AND ALCOHOL ABUSE-free awareness program which will address the following topics:
 - a. Health and safety concerns arising from drug AND ALCOHOL abuse.
 - b. Availability of drug AND ALCOHOL counseling and rehabilitation services.
 - c. Sanctions that may be imposed upon employees AND STUDENTS for drug AND ALCOHOL abuse violations.
- 33.4 The Board recognizes that some provisions of the "omnibus drug bill" AND THE "DRUG-FREE SCHOOLS AND CAMPUSES ACT" affect employees' rights under current collective bargaining agreements and therefore directs the University administration to bargain on such matters with employee units at the earliest appropriate time.

**YOUNGSTOWN STATE UNIVERSITY
EDUCATIONAL GUIDELINES
Drug-Free Schools and Campuses Act**

Substance	ALCOHOL	CANNABIS MARIJUANA HASH/HAIR OIL, THC	COCAINE (includes CRACK COCAINE)	DEPRESSANTS TRANQUILIZERS BARBITURATES HYDRAZOLINE	OTHER STIMULANTS (excluding cocaine) AMPHETAMINE METHAMPHETAMINE	PSYCHEDELICS LSD, Mescaline, PEILOTYN PERICYCLINE (PCP) HMA (Ecstasy)-HMA	NARCOTICS OPIUM, MORPHINE CODEINE, THEBAIN HEROIN, METHADONE BARVON, BENCHEOL	
Selected Effects of Occasional and Extended Use	Impaired motor abilities Reduced judgment Sleepiness Increased sexual desire but reduced ability to perform Nausea, vomiting Liver disorders: Alcoholic hepatitis Alcoholic cirrhosis Cancer of the: tongue, mouth, throat, esophagus, liver, breast Fetal alcohol syndrome (most common symptom is mental retardation)	Diminished: Short-term memory Motivation, cognition Coordination Concentration Oral communication Reaction time Anxiety/panic reactions Carcinogenic elements in smoke Damaged lungs and respiratory system	Increased likelihood of risk-taking Nervous Sleeplessness Paranoia Irregular heartbeats Can cause sudden death by stroke or heart failure, even in young users Cocaine psychosis (paranoia and hallucinations) Necrosis of nose Nasal dysfunction During pregnancy: severe physical and emotional problems in babies	Dangerous effects when mixed with alcohol Calmness and relaxed muscles Slurred speech Staggering gait Loss of motor coordination Altered perceptions Respiratory depression which can result in coma or death Disruption of normal sleep cycle During pregnancy: birth defects Brain tumors in children Tolerance develops severe withdrawal symptoms Physical and psychological dependence	Increased heart and respiratory rates Elevated blood pressure Decreased appetite Headache Blurred vision Dizziness Sleeplessness Anxiety Amphetamine psychosis: Violent behavior Hallucinations Delusions Paranoia Drug tolerance and dependency Head aches Ulcers Mental confusion	Distorted sense of distance, space and time Blockage of pain sensations, raised temperature and blood pressure Nausea, vomiting, diarrhea Greater suggestibility and feeling of invulnerability Unpredictable reactions if drugs are "cut" with impurities "Bad trips" - severe mood disorders, panic, depression, anxiety Tolerance after 3-4 daily doses (higher doses are required to produce same effects)	Feeling of euphoria then drowsiness Nausea and vomiting Respiratory depression Central nervous system depression Use of unsterile needles promotes AIDS Hepatitis B Endocarditis (infection of heart) Women dependent on opiates have multiple pregnancy complications: open cone abortions, still births, anemia, diabetes	
Consultation Referral Sources	Youngstown State University provides assistance at no cost to students and staff. The offices providing services include: 1. Substance Abuse Services - 8-101 Ted Hall, 742-3322 2. Counseling Services - 3046 Jones Hall, 742-3036 3. Employee Assistance - 314 Ted Hall, 742-3040 Referral to the appropriate community or regional treatment centers will be made when additional treatment is necessary.							
Examples of Federal Sentences	See reverse side							
Examples of State/Local Criminal Sentences*	Underage consumption - misdemeanor, 1-6 mo., \$1000 fine Open container or intoxication Liquor in public place (minor) - misdemeanor, \$100 fine Consumption of beer or	Marijuana 3-1/2 oz. or less - \$100 fine 3-1/2 - 7 oz. - \$250 and/or 30 days Over 7 oz. marijuana, 10 gms. hash or 2 gms. of hash oil are felonies; amount possessed will deter-	Felony amount possessed will determine penalty 6 months (minimum), 15 years (maximum); \$7500 fine					
Examples of University Sentences**	STUDENTS: may not use, possess or distribute on university premises except as expressly permitted by law and university regulations. Violation of these regulations may result in sanctions which include warning, probation, suspension or expulsion. EMPLOYEES: may not use, possess or distribute on university premises except as expressly permitted by law and university regulations. Violation of these regulations may result in sanctions which include warning, reprimand, suspension or removal.		STUDENTS: regulations prohibit possession, use or sale; sanctions range from warning to expulsion. Violation of these regulations may result in sanctions which include warning, probation, suspension or expulsion. EMPLOYEES: regulations prohibit possession, use or sale. Violation of these regulations may result in sanctions which include warning, reprimand, suspension or removal.					

*Information on criminal sentences is given for first offense only. Repeat offenses carry progressively greater sentences. Trafficking (selling) any of the above drugs, including alcohol, are all felonies. Amount and type of drug possessed for sale will determine penalty. This information is presented for educational purposes and should not be viewed as legal advice or determinative of the elements of a criminal offense.

**Actual penalties and sanctions imposed, pursuant to applicable due process requirements, will be determined by the facts relating to each individual. University sanctions are independent of any criminal sanctions which may be imposed.

Sources: Drugs in Modern Society, Charles E. Carroll, 1963, William C. Brown Publishers, Dubuque, Iowa; Learning the Grip, Joan Kinney & Owen Leaton, 1967, Time Mirror/Healy College Publishing; What Works: Workplaces Without Drugs, U.S. Department of Labor.

Federal Trafficking Penalties

APPENDIX A.

CSA	PENALTY		Quantity	DRUG	Quantity	PENALTY	
	2nd Offense	1st Offense				1st Offense	2nd Offense
I and II	Not less than 10 years. Not more than life. If death or serious injury, not less than life. Fine of not more than \$4 million individual, \$10 million other than individual.	Not less than 5 years. Not more than 40 years. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$2 million individual, \$5 million other than individual.	10-99 gm or 100-999 gm mixture	METHAMPHETAMINE	100 gm or more or 1 kg or more mixture	Not less than 10 years. Not more than 20 years. Not more than life. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$4 million individual, \$10 million other than individual.	Not less than 20 years. Not more than life. If death or serious injury, not less than life. Fine of not more than \$8 million individual, \$20 million other than individual.
			100-999 gm mixture	HEROIN	1 kg or more mixture		
			500-4,999 gm mixture	COCAINE	5 kg or more mixture		
			5-49 gm mixture	COCAINE BASE	50 gm or more mixture		
			10-99 gm or 100-999 gm mixture	PCP	100 gm or more or 1 kg or more mixture		
			1-10 gm mixture	LSD	10 gm or more mixture		
40-399 gm mixture	FENTANYL	400 gm or more mixture					
10-99 gm mixture	FENTANYL ANALOGUE	100 gm or more mixture					
	Drug	Quantity	First Offense		Second Offense		
	Others ¹	Any	Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million individual, \$5 million not individual.		Not more than 30 years. If death or serious injury, life. Fine \$2 million individual, \$10 million not individual.		
III	All	Any	Not more than 5 years. Fine not more than \$250,000 individual, \$1 million not individual.		Not more than 10 years. Fine not more than \$500,000 individual, \$2 million not individual.		
IV	All	Any	Not more than 3 years. Fine not more than \$250,000 individual, \$1 million not individual.		Not more than 6 years. Fine not more than \$500,000 individual, \$2 million not individual.		
V	All	Any	Not more than 1 year. Fine not more than \$100,000 individual, \$250,000 not individual.		Not more than 2 years. Fine not more than \$200,000 individual, \$500,000 not individual.		

¹Law as originally enacted states "00 gm. Congress requested to make technical correction to 1 kg. ²Does not include marijuana, hashish, or hashish oil. (See separate chart.)

Federal Trafficking Penalties - Marijuana

As of November 18, 1988

Quantity	Description	First Offense	Second Offense
1,000 kg or more; or 1,000 or more plants	Marijuana Mixture containing detectable quantity*	Not less than 10 years, not more than life. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$4 million individual, \$10 million other than individual.	Not less than 20 years, not more than life. If death or serious injury, not less than life. Fine not more than \$8 million individual, \$20 million other than individual.
100 kg to 1,000 kg; or 100-999 plants	Marijuana Mixture containing detectable quantity*	Not less than 5 years, not more than 40 years. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$2 million individual, \$5 million other than individual.	Not less than 10 years, not more than life. If death or serious injury, not less than life. Fine not more than \$4 million individual, \$10 million other than individual.
50 to 100 kg	Marijuana	Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million individual, \$5 million other than individual.	Not more than 30 years. If death or serious injury, life. Fine \$2 million individual, \$10 million other than individual.
10 to 100 kg	Hashish		
1 to 100 kg	Hashish Oil		
50-99 plants	Marijuana		
Less than 50 kg	Marijuana	Not more than 5 years. Fine not more than \$250,000, \$1 million other than individual.	Not more than 10 years. Fine \$500,000 individual, \$2 million other than individual.
Less than 10 kg	Hashish		
Less than 1 kg	Hashish Oil		

*Includes Hashish and Hashish Oil

(Marijuana is a Schedule I Controlled Substance)

AGREEMENT

THIS AGREEMENT made this _____ day of _____, 1990, by and between the City of Youngstown, Ohio, hereinafter called "City", acting pursuant to Ordinance No. _____ passed _____, 1990, and Youngstown State University, hereinafter called "University", acting pursuant to a resolution passed by its Board of Trustees, on _____.

WITNESSETH

WHEREAS, Ohio Revised Code Section 3345.041 authorizes the board of trustees of a state university and a municipal corporation to enter into an agreement 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 Ohio Revised Code to perform any police function, exercise any police power, or render any police service on behalf of the municipal corporation that it may perform, exercise or render;

WHEREAS, the City and University have previously been parties to an agreement under which the University's law enforcement officers have performed functions, exercised police powers and rendered police service on behalf of the City; and

WHEREAS, the City and University recognize that it is mutually beneficial to the parties to enter into an agreement providing for the University rendering police functions, exercising police powers and rendering police service on behalf of the City subject to the terms and conditions hereinafter described.

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

1. The police officers of the University designated under Ohio Revised Code Section 3345.04 are hereby granted, under City Ordinance No. _____, and pursuant to the authority of Ohio Revised Code Section 3345.041, the authority to perform police functions, exercise any police powers or render any police service on behalf of the City that it may perform, exercise or render with respect to the enforcement of parking and traffic ordinances, issuance of citations, towing of vehicles, directing of traffic and police functions related and incidental to the preceding including making arrests. The police functions, police power and police services defined above shall be limited to the following streets where such streets are within or adjacent to University's boundaries: Spring Street east of Elm Street to Wick Oval (inclusive); Bryson Street from Spring Street to the dead end; Elm Street north to Madison Avenue; the Eastbound Service Road east of Fifth Avenue to Wick Avenue; Madison Avenue from Fifth Avenue to Elm Street; Lincoln Avenue east of Fifth Avenue to Wick Avenue; Phelps Street north of Rayen Avenue to Lincoln Avenue; Wood Street east of Fifth Avenue to Elm Street; Fifth Avenue north of Lincoln Avenue to the Eastbound Service Road; all streets West of Fifth Avenue to Ford Avenue, between Lincoln Avenue and the Eastbound Service Road, that intersects Fifth Avenue; Rayen Avenue East of Fifth

Avenue to Wick Avenue; Wick Avenue north of Rayen Avenue to the Eastbound Service Road; the streets within the area, known as Smokey Hollow, bounded by Rayen Avenue, Wick Avenue, Eastbound Service Road, and Andrews Avenue; and such additional streets which, during the term of this Agreement, come to be within or adjacent to University boundaries.

2. University police officers shall be provided with official traffic citation forms of the City for issuance by them and they shall issue citations, tow vehicles, direct traffic and make arrests as may be incidental to performance of these functions in accordance with the ordinances, procedures, and practices of the City and the laws of the State of Ohio, under the supervision of the City's Chief of police.

3. University police shall utilize such authority at such times as the University deems and determines that doing so is reasonable, appropriate, and/or necessary; and, in the sole judgment of the University, adequate personnel are available.

4. It is agreed that no liability shall arise against the University for failing to assist with the performance, exercise or rendering of services in the area herein described.

5. No charge shall be made or levied for the services furnished by either party pursuant to this Agreement. Each party shall assume the expense of loss or damage to equipment, person, or property that may occur from the acts of their employees and agents under this Agreement. Each party expressly waives any and all claims against the other for compensation for

a loss, damage, personal injury, or death as a result of or in connection with the performance of this Agreement.

6. 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 the University's law enforcement officer acting pursuant to this Agreement.

7. All personnel of the University, while acting under the terms and authority of this Agreement, shall be acting within the scope of their employment while going to, coming from, and while acting within the territory of the City.

8. Police officers of the University who are acting under the terms and authority of this Agreement shall be entitled to all rights and benefits of their employment with the University including the Workers' Compensation Act and their pension funds, as may be applicable, to the same extent as when performing services within the ordinary course of employment.

9. The City shall not be liable for damages to the University or any third party for any cause arising out of the use of equipment or performance of duties by the University related to this Agreement; nor shall the City be liable in any manner or event for damages for personal injury or property damage suffered by any member of the University's police department or third parties for injuries sustained in the performance of this Agreement.

10. The Agreement shall be effective from _____, 1990 through _____, 1994, provided, however, that either party may terminate this Agreement upon giving the other party at least thirty (30) days prior written notice to such effect.

IN WITNESS WHEREOF, the parties hereby have, upon the dates set forth, caused this Agreement to be executed.

YOUNGSTOWN STATE UNIVERSITY

CITY OF YOUNGSTOWN, OHIO
BOARD OF CONTROL

By: _____
NEIL D. HUMPHREY,
President

By: _____
MAYOR

DATE: _____

FINANCE DIRECTOR

LAW DIRECTOR

DATE: _____

APPROVED AS TO FORM:

DIRECTOR OF LAW

REVIEWED:

RISK MANAGER

MEMORANDUM OF TRANSMITTAL

TO: MEMBERS OF THE BOARD OF TRUSTEES OF YOUNGSTOWN STATE
UNIVERSITY AND DR. NEIL D. HUMPHREY, PRESIDENT

FROM: FRANKLIN S. BENNETT, JR., SECRETARY TO THE BOARD

DATE: DECEMBER 12, 1990

RE: MINUTES OF MEETINGS

A. REGULAR MEETING OF THE BOARD OF TRUSTEES -
SEPTEMBER 14, 1990;

B. BUDGET AND FINANCE - DECEMBER 6, 1990.

Enclosed are draft Minutes for the above-described meetings of the Board and the Budget and Finance Committee. Please review these Minutes noting any questions or corrections you might have. Please contact the Secretary with any corrections to these Minutes.

MEMO TO: DR. DAVID A. GENAWAY, Librarian
FROM: FRANKLIN S. BENNETT, JR., Secretary
to the Board of Trustees
DATE: December 14, 1990
RE: Minutes of Regular Meeting of the
Board of Trustees held September
14, 1990

I am enclosing a xerox copy of the original Minutes of the Board of Trustees meeting referred to above.

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

F.B.J., Jr.

xc: Dr. Neil D. Humphrey, President
Dr. Bernard T. Gillis, Provost
Mrs. Emily P. Mackall, Chairperson



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

December 14, 1990

Dr. Paul Dalbec, President
YSU-OEA
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44555

Dear Dr. Dalbec:

Enclosed for your records find a copy of the Minutes of the regular meeting of the Board of Trustees held September 14, 1990.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairperson and attested.

Very truly yours,

Secretary to the Board of Trustees

FBJ:jlc

Enclosure

Copy to: Dr. Neil D. Humphrey
Ms. Shirley A. Carpenter



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

December 14, 1990

Dr. John B. Russo, President
YSU-ACE
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44555

Dear Dr. Russo:

Enclosed for your records find a copy of the Minutes of the regular meeting of the Board of Trustees held September 14, 1990.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairperson and attested.

Very truly yours,

Secretary to the Board of Trustees

FBJ:jlc

Enclosure

Copy to: Dr. Neil D. Humphrey
Ms. Shirley A. Carpenter



YOUNGSTOWN STATE UNIVERSITY

YOUNGSTOWN, OHIO 44555

December 14, 1990

Ms. Lori Skarbinski, Executive
Director YSU Alumni Association
Youngstown State University
410 Wick Avenue
Youngstown, Ohio 44555

Dear Ms. Skarbinski:

Enclosed for your records find a copy of the Minutes of the regular meeting of the Board of Trustees held September 14, 1990.

Such Minutes were approved at today's meeting of the Board and have now been signed by the Chairperson and attested.

Very truly yours,

Secretary to the Board of Trustees

FBJ:jlc

Enclosure

Copy to: Dr. Neil D. Humphrey