

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

Tod Administration Building
Friday, March 10, 2000

Pursuant to notice duly given, a regular meeting (the two hundred eighth) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., Friday, March 10, 2000, in the in the Board Room in Tod Administration Building.

Eight trustees were present at the meeting, to-wit: Mr. Bruce R. Beeghly, chairperson of the board, who presided, Dr. Y. T. Chiu, Mrs. Ruth Z. Wilkes, Mr. Joseph S. Nohra, Dr. Chander M. Kohli, Mr. Larry E. Esterly, Mr. Charles B. Cushwa III, and Mr. F. W. Knecht III. Also present was student trustee Ms. Carrie A. Wilson. Absent was Mrs. Eugenia C. Atkinson.

Also present were: Dr. Leslie H. Cochran, President; Dr. James J. Scanlon, Provost; Dr. G. L. Mears, Executive Vice President; Dr. Charles A. McBriarty, Special Assistant to the President, and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 35 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The Chairperson called the meeting to order.

ITEM I - PROOF OF NOTICE OF MEETING.

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

ITEM II - DISPOSITION OF MINUTES FOR REGULAR MEETING HELD DECEMBER 10, 1999, AND SPECIAL MEETINGS HELD JANUARY 12, 2000, JANUARY 17, 2000, JANUARY 19, 2000, JANUARY 24, 2000, JANUARY 26, 2000, JANUARY 28, 2000, AND FEBRUARY 11, 2000.

Prior to the meeting, the secretary had mailed draft copies of the minutes of the board's regular meeting held on September 10, 1999, and special meetings held January 12, 2000, January 17, 2000, January 19, 2000, January 24, 2000, January 26, 2000, January 28, 2000, and February 11, 2000, to each trustee, the student trustee, and to the president. There being no additions, corrections, or revisions to the minutes, all of the minutes were approved as mailed.

ITEM III - REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Cochran provided the following informational reports:

1. Update on Commitment to Diversity.

Dr. Cochran introduced Ms. Clarice R. Perry, the newly-hired Diversity Program Coordinator. Dr. Cochran reported that the University Diversity Council and the Community Diversity Council had been meeting. A steering committee is being formed to ensure the continuing interrelation of the Councils. Dr. Cochran reported that each of the campus administrators, starting with the executive directors, deans and vice presidents, have goals and objectives related to the Diversity Report. Annual reports from the administrators are due July 1. The administrators' annual reports will be gathered for a comprehensive report to the Board.

2. Policies and Procedures: The Next Step.

Dr. Cochran stated that Dr. McBriarty would report to the Board later in the meeting regarding the completion of the five-year process of revising the University's institutional policies and procedures. Dr. Cochran stated that the process began in 1995, under then-Board Chairperson Richard McLaughlin, with a comprehensive revision of the Board's Bylaws. Thereafter, all of the University's institutional policies and procedures were reviewed and revised. The third and final phase will be to review and revise the divisional procedures which define how the University does business.

3. Leadership Award.

Dr. Cochran distributed the following proposed resolution which was read aloud by the Secretary to the Board:

Resolution Concerning
University Leadership Merit Award

YR 2000-46

WHEREAS, it is appropriate for the Board of Trustees of Youngstown State University to recognize exemplary leadership efforts made on behalf of the University; and

WHEREAS, student retention is now ten percent above the national average for comparable institutions; and

WHEREAS, the University initiated its first aggressive student recruitment plan resulting in increased numbers of enrolled freshman students in spite of a declining student pool; and

WHEREAS, EARLY, the early advisement and registration program, has grown to the point that more than 750 high school seniors will be enrolled in YSU classes this spring; and

WHEREAS, the Summer Orientation, Advising, and Registration (SOAR) program was implemented and assisted over 1,300 students this past year in their transition from high school to the University; and

WHEREAS, the Center for Student Progress has become a highly successful unit in promoting student development; and

WHEREAS, the summer camp program has increased over 180 percent with more than 2,600 campers on campus each summer; and

WHEREAS, the campus recreation program has grown significantly and now provides over 130,000 individual hours of participation; and

WHEREAS, the Career Services office has implemented a computer-based scheduling and employment referral system to better meet the placement needs of students and the employment community; and

WHEREAS, the Division of Student Affairs has received a \$900,000 grant to promote educational equity for the disadvantaged youth of the community; and

WHEREAS, every unit in the Division of Student Affairs has been reorganized as a means to better serve current and potential students; and

WHEREAS, outstanding institutional leadership was provided in the recent successfully achieved National Collegiate Athletic Association certification process; and

WHEREAS, students, clubs and organizations, and fraternities and sororities regularly praise the strong leadership and dedicated service to the University of Dr. Cynthia E. Anderson;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby acknowledge the many accomplishments of Dr. Cynthia E. Anderson and award her the sum of \$3,000 as the 2000 recipient of the University Leadership Merit Award.

Mr. Nohra moved, and Dr. Chiu seconded, the adoption of the resolution, as read. Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted. Dr. Anderson thanked the Board, the administration, and all of the students for their support.

ITEM IV - RESOLUTION OF APPRECIATION FOR DR. Y. T. CHIU.

The Chairperson recognized the Secretary to the Board who read aloud the following proposed resolution:

Resolution of Appreciation

YR 2000-47

WHEREAS, in May of 1991, Dr. Y. T. Chiu was appointed to the Board of Trustees of Youngstown State University by Ohio Governor George V. Voinovich; and

WHEREAS, for nine years Dr. Chiu has served faithfully as a Trustee of Youngstown State University, generously devoting his time, talents, skills, and efforts to the best interests of the University, its students, faculty and staff; and

WHEREAS, Dr. Chiu approached his duties as Trustee with sincerity and conviction; and

WHEREAS, during his term, Dr. Chiu served as Chairperson and Vice Chairperson of the Board of Trustees, served on all of the board's standing committees and, in 1999, chaired the Presidential Search Advisory Committee; and

WHEREAS, Dr. Chiu served as a representative of Youngstown State University on the Board of Trustees of the Northeastern Ohio Universities College of Medicine; and

WHEREAS, Dr. Chiu's insight, abilities, and steadfast efforts on behalf of the University will be greatly missed by the members of this Board of Trustees.

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

FURTHER, that a copy of this Resolution be furnished to Dr. Chiu.

Mr. Nohra moved, and Mr. Knecht seconded, the adoption of the proposed resolution. Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted. Dr. Chiu stated that his nine-year term as a trustee of Youngstown State University seemed to go by very quickly, and that he has seen much change for the better during that time. Dr. Chiu thanked the members of the Board and administration for their friendship and efforts.

ITEM V - RESOLUTION OF APPRECIATION FOR MS. CARRIE A. WILSON.

The Chairperson recognized the Secretary to the Board who read aloud the following proposed resolution:

Resolution of Appreciation

YR 2000-48

WHEREAS, Carrie A. Wilson was appointed a Student Trustee of Youngstown State University in 1999 by Governor Bob Taft; and

WHEREAS, as a Student Trustee, Ms. Wilson has served Youngstown State University, its faculty, staff, and especially its students, with distinction, bringing to the Board of Trustees a valued and respected perspective; and

WHEREAS, during her term as Student Trustee, Ms. Wilson served on the Academic Affairs and Student Affairs Committees of the Board of Trustees; and

WHEREAS, Ms. Wilson served as a representative of the Youngstown State University student body to the 1999 Presidential Search Advisory Committee; and

WHEREAS, Ms. Wilson's term as Student Trustee has proven mutually enriching to her and to the Board of Trustees, exemplifying the value of the Student Trustee experience both to the student and to the university; and

WHEREAS, Ms. Wilson's enthusiasm, good humor, and perspective will be greatly missed by the members of this Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees express their appreciation to Carrie A. Wilson for her dedication and efforts to promote the welfare and best interests of the students, faculty, and staff of Youngstown State University and the community which it serves; and

FURTHER, that a copy of this Resolution be furnished to Ms. Wilson.

Mr. Nohra moved, and Dr. Kohli seconded, the adoption of the proposed resolution. Following discussion, the motion received the affirmative vote of all trustees present. The chairperson declared the motion carried and the resolution adopted. Ms. Wilson thanked the Board and President Cochran, and stated that her term as a student trustee provided her with a wonderful learning experience.

ITEM VI - REPORTS OF THE COMMITTEES OF THE BOARD.

The board considered the following committee reports and recommendations:

1. Academic Affairs Committee

Dr. Scanlon reported that in January the Ohio Board of Regents (OBOR) approved the Masters Degree in Physical Therapy. Dr. Scanlon reported on the development of an associate degree program in Technical Study. The program would allow YSU to partner with public, private, and proprietary institutions to assist businesses in technical areas. Dr. Scanlon reported on the reinvigoration of the associate degree in nursing which had been "mothballed" approximately ten years earlier.

Dr. Scanlon reported that YSU is working collaboratively with St. Elizabeth's Hospital in the creation of a nurse anesthesia track in the Masters of Nursing degree. Dr. Scanlon reported that program development plans have been submitted to OBOR for masters degrees in Computing Information Systems, Fine Arts in Creative Writing (a consortial program), Environmental Studies, and Fine Arts in Digital Arts.

Dr. Scanlon reported that the interest and demand regarding YSU's Cisco Regional Academy has been so great that YSU will partner with 20 local schools, rather than 10, in the preparation of teachers of network technicians.

Following Dr. Scanlon's report, the chairperson recognized Mr. Cushwa, chairperson of the Academic Affairs Committee, who stated that the committee had two resolutions for consideration by the board. On behalf of the committee, he then moved the adoption of the following resolution:

Resolution to Authorize
Conferral of Honorary Degree

YR 2000-49

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the conferral of a Doctor of Law (LL.D.) degree, *honoris causa*, upon Attorney Patrick F. McCartan, with all the rights and privileges attendant thereto.

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

On behalf of the committee Mr. Cushwa then moved the adoption of the following resolution:

Resolution to Approve
Faculty Workload Policy

YR 2000-50

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Faculty Workload, policy number 1020.01 of the *University Guidebook*, and does hereby rescind the former corresponding resolution number YR 1994-36 of the *Policies of the Board of Trustees of Youngstown State University*, both shown as Exhibit A attached hereto.

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

2. Budget and Finance Committee

Dr. Mears provided a brief description of the resolutions recommended by the Budget and Finance Committee. Following the report, the chairperson recognized Mrs. Wilkes, chairperson of the Budget and Finance Committee, who stated that the committee was recommending two resolutions for adoption by the board. On behalf of the committee, she then moved the adoption of the following resolution:

Resolution of Appreciation For Staff Involved in Y2K

YR 2000-51

WHEREAS, information technology resources are necessary to sustain mission-critical processes and deliver University services; and

WHEREAS, information technology resources have been traditionally designed to process dates using two-digit years, creating the Y2K problem; and

WHEREAS, members of the Youngstown State University Department of Computer Services have been working since 1997 to implement a conversion strategy to address the centralized computing component; and

WHEREAS, members of the Youngstown State University Y2K Task Force and departmental Y2K representatives implemented a University-wide Y2K plan to address decentralized computing resources and electronic equipment for Y2K readiness; and

WHEREAS, all University systems and operations successfully transitioned to the Year 2000 with uninterrupted service to the University community;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees of Youngstown State University extend their deepest appreciation to the Computer Services staff, members of the Y2K Task Force, and departmental representatives for outstanding service to the University during this period of transition; and

BE IT ALSO RESOLVED, that individual copies of this Resolution be presented to all members directly involved in the successful transition of University operations to the Year 2000.

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

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

Resolution to Authorize
Increase in the Housing Services Budget

YR 2000-52

WHEREAS, it has been necessary to increase the capacity of University-owned housing in order to meet the demand by students for on-campus housing; and

WHEREAS, it was necessary to purchase additional furniture and incur other expenses to reconfigure the University-owned housing to meet the demand for housing; and

WHEREAS, additional revenue has been generated by the additional students living in University-owned housing;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize an increase of \$150,000 in the revenue and expenses of the University Housing Services budget as shown on the attached Exhibit B.

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

3. Building and Property Committee

Mr. Hyden reported that renovations to Melnick Hall should be completed by the end of April. The day care facility in Fedor Hall should be ready by early May. Documents and specifications on the Sweeney Welcome Center have been completed, and the project is ready for bidding. Modifications to the stadium service road design and location should be ready for the home football opening game. Following Mr. Hyden's report, the chairperson recognized Mr. Nohra, chairperson of the Building and Property Committee, who stated that the committee was recommending four

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

Resolution to Authorize
Purchase of Properties for Campus Improvement

YR 2000-53

WHEREAS, Youngstown State University has identified an area surrounding the campus within which it seeks to acquire property needed for the benefit of the University; and

WHEREAS, the property known as City Lot No. 3580 (parcel no. 96) located on Ford Avenue (Nettie Jackson [deceased] property) is needed for campus improvement; and

WHEREAS, the property known as City Lot No. 9097 (parcel no. 121) located on the south side of Custer Avenue (Shirley Leggette and Evann Johnson property) is needed for campus improvement; and

WHEREAS, several properties located in the Smoky Hollow area of Youngstown, Ohio, known as City Lot No. 13379 (Jennie Daloise property); and City Lot Nos. 13381 (parcel nos. 377 and 378) and 13382 (Rose Seybert property) are needed for campus improvement;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the purchase of the properties as described.

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

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

Resolution to Authorize Option Agreement
To Purchase University Electric Property

YR 2000-54

WHEREAS, Youngstown State University has identified an area surrounding the campus within which it seeks to acquire property needed for the benefit of the University; and

WHEREAS, several properties located on the east side of Belmont Avenue between Arlington and Grant Streets known as City Lot Nos. 1828 (parcel no. 426), 3268, 38870, and 38871; and several properties located on the east side of Belmont Avenue and the south side of Arlington Street known as City Lot Nos. 4017, 4648, and 4649 (University Electric property owned by E & J Enterprises) are needed for campus improvement; and

WHEREAS, City Lot Nos. 1828, 3268, 4017, and 38870 front on Belmont Avenue, and City Lot No. 38871 fronts on Arlington Avenue within 200 feet east of Belmont Avenue; and

WHEREAS, it is the University's policy, as specified in Board of Trustees' policy number 4005.01, to leave 200 feet east of Belmont Avenue for commercial development by others;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the administration to enter into an option agreement to purchase the properties as described, and does hereby authorize the option to be exercised if the properties are required by a proposal for the development of apartment-style student housing and if the developer reimburses the University for the purchase of the properties; and

BE IT ALSO RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the acquisition of the Belmont Avenue frontage as an exception to acquisition boundaries as specified in Board of Trustees' Policy Number 4005.01.

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

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

Resolution to Authorize
Sale/Transfer of University-Owned Property

YR 2000-55

WHEREAS, the Rueben McMillan Library desires to purchase certain portions of property owned by the State of Ohio and Youngstown State University for additional parking for the library; and

WHEREAS, the property sought by the Rueben McMillan Library is the portions of City Lot No. 3689 (westerly three feet owned by Youngstown State University and easterly forty-five feet owned by the State of Ohio), and City Lot Nos. 3690, 3691, and 3692 (owned by Youngstown State University), that is located south of an east-west line that is a continuation of the north property line of city lot 3686; and

WHEREAS, the property sought by the Rueben McMillan Library is approximately 192 feet in its east-west dimension and 42 feet in its north-south dimension, totaling approximately 0.20 acre; and

WHEREAS, Youngstown State University has no plans for use of the property sought by the Rueben McMillan Library for additional parking;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the transfer/sale of the above- described property to the Rueben McMillan Library at fair market value as determined by an appraisal performed by a certified real estate appraiser, subject to the adoption of the necessary legislation and approval by the Ohio Department of Administrative Services and other necessary agencies.

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

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

Resolution to Approve Use of
University Computing Resources Policy

YR 2000-56

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of an Institutional Policy governing Use of University Computing Resources, policy number 4009.01 of the *University Guidebook*, shown as Exhibit C attached hereto.

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

4. Development Committee

The chairperson recognized Mr. Nohra, a member of the Development Committee, who stated that the committee was recommending three resolutions for adoption by the board. On behalf of the committee, he then moved for adoption of the following resolution:

Resolution to Accept Development Gifts

YR 2000-57

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

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

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

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

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

Resolution to Approve Use of
University Computing Resources Policy

YR 2000-56

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of an Institutional Policy governing Use of University Computing Resources, policy number 4009.01 of the *University Guidebook*, shown as Exhibit C attached hereto.

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

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

Resolution to Approve
Alumni Relations Policy

YR 2000-58

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Alumni Relations, policy number 5003.03 of

the *University Guidebook*, and does hereby rescind the former corresponding Article VII, Section 3, of the *Policies of the Board of Trustees of Youngstown State University*, both shown as Exhibit E attached hereto.

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

At the request of the Chairperson, the Secretary to then read aloud the following proposed resolution:

Resolution to Name
University Scholars Program

YR 2000-59

WHEREAS, in the fall of 1992, President Leslie H. Cochran announced the commitment of Youngstown State University to a new University Scholars Program with significant funding from the Youngstown State University Foundation; and

WHEREAS, the University Scholars Program awards academic excellence with a scholarship of full tuition, room and board for four years to those able to maintain their high level of excellence; and

WHEREAS, the University Scholars Program was the catalyst for the phenomenal growth of the YSU Honors Program, which has grown from several students to 650 students today; and

WHEREAS, the University Scholars Program soon became housed in the beautiful new Cafaro House, the living and learning honors facility; and

WHEREAS, the University Scholars Program has been recognized locally and nationally for its academic rigor, leadership training, and character building activities; and

WHEREAS, the University Scholars Program annually donates more than 12,000 hours of service to the Youngstown metropolitan region; and

WHEREAS, the University Scholars Program attracts many of the region's most gifted and talented students to make Youngstown State University their college choice; and

WHEREAS, the success of the University Scholars Program has prompted Youngstown State University to increase the number of full University Scholar awards to 200, including 20 Community College University Scholar Awards, marking Youngstown State University as one of only a few colleges or universities in the country to offer more full academic scholarships than full athletic scholarships; and

WHEREAS, the University Scholars Program has become a signature program, energizing virtually every department on campus, exhilarating hundreds of faculty members, providing community service to thousands of people, graduating students who will become tomorrow's leaders, profoundly impacting the life of each University Scholar, and symbolizing that Youngstown State University is a Premier Metropolitan University.

NOW, THEREFORE, BE IT RESOLVED that, in honor of its retiring President, the Board of Trustees of Youngstown State University does hereby rename the University Scholars Program as the "Leslie H. Cochran University Scholars Program," effective as to students matriculating on and after July 1, 2000.

Mr. Nohra moved the adoption of the resolution, as read. Mr. Cushwa seconded the motion. Following discussion, the motion received the affirmative vote of all trustees present. The Chairperson declared the motion carried and the Resolution adopted. Mr. Beeghly stated that of the many initiatives of the past eight years, the University Scholars program may well be the most important. The program has changed the face of the University and is tangible evidence of the University's commitment to academic excellence.

President Cochran stated that it's great to be honored for doing what one is expected to do. Dr. Cochran said that the University Scholars Program symbolizes the University's focus on quality.

5. Equal Opportunity Committee

The chairperson recognized Dr. Chiu, chairperson of the Equal Opportunity Committee, who stated that the committee had no resolutions for consideration by the Board.

6. Intercollegiate Athletics Committee

The chairperson recognized Mr. Knecht, chairperson of the Intercollegiate Athletics Committee, who distributed, read and moved the following resolution:

Resolution of Appreciation

YR 2000-60

WHEREAS, the Department of Intercollegiate Athletics and Coach Ed DiGregorio have been responsible for the development of an outstanding program of Penguin basketball at Youngstown State University; and

WHEREAS, the team recorded twenty-two wins and eight losses during the season to capture its fifth consecutive twenty-win season; and

WHEREAS, the Penguins, from a field of eight teams, were victorious by taking the title of Mid-Continent Conference Tournament Champions for the third time in five years to earn their third appearance at the NCAA Women's Basketball Tournament; and

WHEREAS, the team was one of only sixty-four teams nationwide invited to participate in the NCAA Division I basketball championship tournament; and

WHEREAS, the YSU Penguins women's basketball team enjoyed the strong support of the Penguin Club, the cheerleaders, the band, and their loyal fans; and

WHEREAS, YSU head coach Ed DiGregorio has guided the Penguin women's basketball program to six consecutive winning seasons and a mark of 291-184 in his seventeenth season at YSU; and

WHEREAS, Head Coach Ed DiGregorio has guided the women's basketball program to an overall record of 190-96 during the decade of the 1990's, which ranks thirty-first in the nation during that span; and

WHEREAS, Brianne Kenneally was named first-team All-Mid-Continent Conference and Player of the Year for the second consecutive season, and Leslie Majewski was named second-team All-Mid-Continent Conference; and

WHEREAS, Brianne Kenneally was named Tournament Most Valuable Player, and Jen Lyden was named to the All-

Tournament Team, bringing great pride to the University; and

WHEREAS, Brianne Kenneally became the fourteenth player in YSU history to score 1,000 career points and currently ranks eleventh on the Youngstown State University all-time scoring list, and Leslie Majewski had an astonishing season to earn the rank of fifteenth on the YSU all-time scoring list; and

WHEREAS, [to be added by the administration at the end of the season];

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University congratulates the entire Penguin women's basketball team and coaches on their success; and

BE IT ALSO RESOLVED, that individual copies of this Resolution be presented to Head Coach Ed DiGregorio, Assistant Coaches Bob Geletka, Liz Hauger, and Dianne McFadden, and the players.

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

7. Personnel Relations Committee.

The chairperson recognized Dr. Kohli, chairperson of the Personnel Relations committee, who stated that the committee was recommending three resolutions for adoption by the board. On behalf of the committee, Dr. Kohli then moved the adoption of the following resolution:

Resolution to Ratify
Faculty Staff Appointments

YR 2000-61

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 December 10, 1999, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 1999-2000 Budget and with the University policy on Equal Employment Opportunity;

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

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

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

Resolution to Approve
Appeal Procedure for Continuity of Employment Policy

YR 2000-62

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Appeal Procedure for Continuity of Employment, policy number 7024.01 of the *University Guidebook*, and does hereby rescind the former corresponding Article III, Section 13 of the *Policies of the Board of Trustees of Youngstown State University*, both shown as Exhibit G attached hereto.

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

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

Resolution to Approve Professional Conduct of
Exempt Professional/Administrative Employees Policy

YR 2000-63

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

WHEREAS, this process can result in the modification of existing policies, the creation of new policies, or the deletion of policies no longer needed; and

WHEREAS, action is required by the Board of Trustees prior to replacing and/or implementing modified or newly created policies, or to rescind existing policies;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of the Institutional Policy governing Professional Conduct of Exempt Professional/Administrative Employees, policy number 9006.01 of the *University Guidebook*, shown as Exhibit H attached hereto.

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

8. Student Affairs Committee.

Dr. Cynthia Anderson reported that 755 early registration responses have been received to date, approximately 100 more than received in the same period of the preceding year. The last day to apply for Fall admission is July 15th, about a month earlier than in previous years. Following Dr. Anderson's report, the Chairperson recognized Mr. Esterly, chairperson of the Student Affairs Committee, who stated that the committee had no matters for consideration by the Board.

9. Nominating Committee.

The Chairperson stated that the Board's *By-Laws* provide that the Nominating Committee shall report its recommendations at the time of the March regular meeting, and that election of Board officers shall take place at the time of the June regular meeting. Mr. Beeghly reported that the Nominating Committee, composed of Mr. Beeghly, Mrs. Wilkes and Mrs. Atkinson, had

met and was recommending the following slate of Board officers for the year 2000-2001:

Chairperson	Mrs. Ruth Z. Wilkes
Vice Chairperson	Mrs. Eugenia C. Atkinson
Secretary	Franklin S. Bennett, Jr.

The Chairperson stated that with the expiration of Dr. Chiu's term on the YSU Board of Trustees, a vacancy is also created on the Board of Trustees of the Northeastern Ohio Universities College of Medicine. The applicable statute calls for one member of the NEOUCOM Board to be appointed from the membership of the YSU Board of Trustees. On behalf of the Nominating Committee, Mr. Beeghly moved the appointment of Dr. Chander Kohli to the NEOUCOM Board of Trustees, effective with the expiration of the term of Dr. Y. T. Chiu, Jr, and continuing until the expiration of Dr. Kohli's term on the YSU Board of Trustees. There were no further nominations. Thereupon, Dr. Kohli was unanimously elected to the NEOUCOM Board in accordance with Mr. Beeghly's motion.

ITEM VII - COMMUNICATIONS, MEMORIALS

The Secretary to the Board reported that he had received a letter from former state legislator Thomas P. Gilmartin, Sr., requesting permission to address the Board regarding Substitute House Bill 147. The Chairperson invited Mr. Gilmartin to come forward and address the Board. Mr. Gilmartin explained that Substitute House Bill 147 became effective in March of 1999. Substitute HB 147 provides that Ohio residents who are at least sixty years of age and whose income is within 200% of the established poverty level may attend classes tuition-free at state supported institutions. Mr. Gilmartin asked the Board to consider implementing a process by which HB 147 could be utilized at Youngstown State University.

Dr. Cochran expressed appreciation to Mr. Gilmartin for bringing the matter to the attention of the Board and administration. Dr. Cochran stated that the matter would be brought to the appropriate Board committee for consideration.

ITEM VIII - EXECUTIVE COMMITTEE.

Dr. McBriarty stated that with the Board's adoption of the recommended resolution to supersede policies, the *University Guidebook* will become the sole source of all University institutional policies. The *University Guidebook* contains 135 different policy statements in 235 pages. When the table of contents and indexes are included, the *University Guidebook* contains than 450 pages. Dr. McBriarty recognized and thanked the members of the policies task force, which met 140 times since beginning its work in February, 1996. Following Dr. McBriarty's

report, the Chairperson recognized Mrs. Wilkes, a member of the Executive Committee who, on behalf of the committee, moved the adoption of the following resolution:

Resolution to Supersede Policies of the Board of
Youngstown State University: Revised June 30, 1983

YR 2000-63

WHEREAS, the Institutional Policies have been subjected to a systematic review and reconceptualization since 1996; and

WHEREAS, this process has resulted in the Board of Trustees approving the modification of existing policies, the creation of new policies, and the deletion of policies no longer needed; and

WHEREAS, all of the modified and new policies adopted by the Board of Trustees have been incorporated into the *University Guidebook*; and

WHEREAS, the Office of the President will develop an ongoing internal process to review the *University Guidebook* for needed additions and modifications, to identify a method of incorporating divisional procedures and practices into the *University Guidebook*, and to annually review the policies and procedures to ensure that appropriate editorial changes are addressed;

NOW, THEREFORE, BE IT RESOLVED, that all Institutional Policies found in *Policies of the Board of Trustees of Youngstown State University* are superseded; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify and accept the *University Guidebook* as the single repository of Institutional Policies.

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

The chairperson then made the following motion:

I move that the Board of Trustees of Youngstown State University enter executive session to consider matters pertaining to the appointment, compensation, and terms of employment of Dr. David Sweet as President of Youngstown State University.

The motion was seconded by Mrs. Wilkes. The Chairperson requested the Secretary to the Board to conduct a roll call vote on the motion, the results of which are as follows (YES being a vote in favor of entering executive session):

Dr. Chiu	YES	Mr. Beeghly	YES
Mrs. Wilkes	YES	Mr. Nohra	YES
Dr. Kohli	YES	Mr. Esterly	YES
Mr. Cushwa	YES	Mr. Knecht	YES

The Chairperson declared the vote unanimous and the motion carried. The Board entered executive session in the Manchester Room at approximately 4:20 p.m. Present in executive session were the Trustees, the Student Trustee, and the Secretary to the Board. While in executive session, the Board considered matters pertaining to the contract of employment of Dr. David Sweet as President of Youngstown State University. The Board returned to public session in the Board Room at 4:55 p.m.

ITEM IX - UNFINISHED BUSINESS

There was no unfinished business considered by the board.

ITEM X - NEW BUSINESS

There was no new business considered by the board.

ITEM XI - TIME AND PLACE OF UPCOMING REGULAR MEETINGS

YR 2000-65

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

3:00 P.M., on Friday, June 16, 2000

ITEM XII - ADJOURNMENT

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 4:57 p.m.

Chairperson

ATTEST:

Secretary to the Board of Trustees



UNIVERSITY GUIDEBOOK

Subject: Faculty Workload

Developed by: Ikram Khawaja

Title: Director of Faculty Relations

Date: January, 2000

Authorized by: James J. Scanlon

Title: Provost

EFFECTIVE:

Policy: Upon accepting an appointment a faculty member assumes responsibilities for teaching, scholarship, and service. Participation in these three activities is understood to be a component of a faculty member's total workload.

RESOLUTION NUMBER: YR 2000 -

Parameters:

- Academic departments will create within themselves a "community of expectation" that fosters the continuing professional development of their faculty in the context established by the needs of the University.
- Academic departmental communities exist within and have a responsibility to the larger "community of expectation" which is the School, College, and University.
- The variability of workload distribution including teaching, research, and service hours, among colleges, departments, and individuals is recognized. As a consequence, the responsibility for the development of statements of expectations for faculty workload is at the departmental level. The following guidelines are designed to assist departments as they develop these statements of expectations:
 1. Follow the direction provided by the Ohio Board of Regents' *Standards and Guidelines** and adhere to the provisions of the *Agreement between Youngstown State University and Youngstown State University Chapter of the Ohio Education Association: 1999-2002*, including submission of their statements for review and approval to the College Dean's Advisory Council.
 2. Base their statements on the approved written mission, goals, and objectives of the unit, under the aegis of the *Mission and Goals* of the University.
 3. Ensure that their units attain the ratio of student FTE to faculty FTE established by the dean (in order for the College to meet its target ratio as established by the dean and the provost).

Agenda Item E.1.c.

Exhibit A

4. Recognize that instructional (other than teaching), scholarly, and service activities are a normal part of a faculty member's professional responsibility, even when accompanied by a full twenty-four semester hour teaching assignment per year.
5. Understand that, reflecting individual faculty strengths, interests, and abilities, there will be differences in the assignment of workload responsibilities to individual faculty members within the department.
6. Understand that, given the difference of mission, goals, and objectives among departments, there will be differences in the assignment of workload responsibilities among departments.
7. Require of individual faculty members seeking assignment within departmental guidelines approved by the Dean's Advisory Council to teach fewer than twenty-four semester teaching hours, a written statement of their proposed instructional (other than teaching), scholarship, or service project and, ultimately, a written report of the outcomes of the project. To be granted specific assignment of hours to instruction (other than teaching), scholarship, or service, the faculty member's project will be substantial and beyond what is ordinarily expected when having a teaching assignment of twenty-four semester hours. Alternatives to teaching must be approved by the departmental chairperson and the dean. The chairperson and the dean will likewise review the outcomes of the assignments. Written record of the proposal, its outcomes, and the review of the chairperson and dean will be kept in the individual's personnel file. Subsequent assignments to fewer than twenty-four semester teaching hours will be dependent on satisfactory outcomes of the previous projects as determined by the chairperson and the dean.

*The Ohio Board of Regents' guidelines for departments refer to "active" baccalaureate, masters, and doctoral programs. An active program at YSU will ordinarily be defined as a program graduating at least five students per year or a program with an annual student FTE to faculty FTE ratio of at least 25 to 1.

EXISTING POLICY - TO BE RESCINDED

Resolution Concerning Faculty Workload Policy

YR 1994-36

WHEREAS, the Ohio Board of Regents has approved Standards and Guidelines workload pursuant to legislative mandates found in House Bill 152;

WHEREAS, OBOR and House Bill 152 stipulate that faculty workload policies must be adopted by individual universities that are consonant with OBOR Standards and Guidelines;

WHEREAS, OBOR Standards and Guidelines and the YSU-OEA Agreement, taken together, facilitate the contributions of faculty members in the University to students, the community, and the profession in teaching, scholarship, and service;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University adopt the Faculty Workload Policy in Exhibit A attached hereto.

The motion was seconded by Mr. O'Connell. Dr. Scanlon stated that YSU faculty have traditionally focused on high-quality teaching and instruction. The state standards and guidelines will provide the opportunity to develop policy to support faculty instructional activity in the laboratory and beyond, and for scholarly and public service. Following discussion, the motion received the affirmative vote of all Trustees present. The Chairperson declared the motion carried and the Resolution adopted.



Housing Services
Proposed Adjusted Budget
Fiscal Year 2000

<u>Revenue</u>	<u>Approved Budget</u>	<u>Proposed Adjustment</u>	<u>Adjusted Budget</u>
Room rentals & board	\$3,814,650	\$150,000	\$3,964,650
Vending commissions	\$20,000		\$20,000
Telephone commissions	\$1,000		\$1,000
Rentals - guests & groups	\$62,500		\$62,500
Total	<u>\$3,898,150</u>	<u>\$150,000</u>	<u>\$4,048,150</u>
<u>Expenditures</u>			
Personal services:			
Salaries*	\$511,477		\$511,477
Fringe benefits*	\$99,005		\$99,005
Total personal services	<u>\$610,482</u>		<u>\$610,482</u>
Operating expenses:			
Equipment - general	\$90,000	\$150,000	\$240,000
All other oper. expenses*	\$3,197,668		\$3,197,668
Total oper. expenses	<u>\$3,287,668</u>	<u>\$150,000</u>	<u>\$3,437,668</u>
Total Dept. Budget	<u>\$3,898,150</u>	<u>\$150,000</u>	<u>\$4,048,150</u>

*Summarized



UNIVERSITY GUIDEBOOK

Subject: Use of University Computing Resources

Developed by:	Donna J. Esterly	Authorized by:	G. L. Mears
Title:	Executive Director Computing & Information Systems	Title:	Executive Vice President
Date:	August, 1999	EFFECTIVE:	

Policy: Computing, networking, and information resources are provided to the University community to support its academic and administrative functions in accordance with its teaching, research, and service missions. These resources are intended to be used for educational purposes and the business of the University.

RESOLUTION NUMBER: YR 2000 -

Parameters:

- The rights of academic freedom and freedom of expression apply to the use of University computing resources, as do the responsibilities and limitations associated with these rights. This policy is intended to permit freedom of use consistent with state and federal laws, ethical standards, University policies, and a productive educational and working environment.
- It is the responsibility of the user to be informed and aware of the need to comply with applicable laws, policies, and associated regulations. Users must abide by all applicable restrictions, whether or not they are built into the operating system or network, and whether or not they can be circumvented by technical or other means. Individuals who engage in electronic communications with persons in other states or countries or on other systems or networks may also be subject to the laws of those states and countries and the rules and policies of those systems and networks.
- All individuals using University computing resources, whether affiliated with the University or not, and all uses of those resources, whether on campus or from remote locations, must:
 - Comply with all federal, state, and other applicable laws, all applicable University policies, procedures, and regulations, and all applicable contractual and license agreements including but not limited to such matters as: copyright; computer

fraud and abuse; defamation; ethics; right to privacy; obscenity, child pornography, and indecency; sexual, racial, and other forms of harassment. Additional policies may apply to specific computers, systems, or networks provided or operated by departments within the University.

- Use only those computing resources that they are authorized to use. Unauthorized use of accounts or passwords is prohibited. Computing, networking, and information resources may not be used to threaten the security or integrity of these resources or harass an individual or entity.
 - Respect the privacy of other users and their accounts. Attempts to log on to another user's account (whether secured or otherwise), remove or modify files, access protected files, or in any way alter another user's account are prohibited.
 - Refrain from intentionally running processes that unreasonably tax the system, providing system access to unauthorized users, and distributing computer viruses or trojans.
 - Not use University resources for financial gain, unauthorized solicitation, or activities associated with a for-profit business, or engage in an activity that involves a conflict of interest. (Refer to 7001.01 – Conflicts of Interest, and 7005.01 – Solicitation and Distribution of Materials, Employees.)
 - Not speak on behalf of the University unless authorized. Sending electronic communications in such a way that masks the source or makes it appear to come from another source is prohibited.
 - Not disrupt, perform unauthorized monitoring of electronic communications, or make use of any software or hardware designed to capture user activity or to capture network packet traffic.
- Personal use of computing resources not otherwise addressed in this policy or these procedures will generally be permitted if such use does not consume a significant amount of resources, does not interfere with the performance of an individual's job or other University responsibilities, and is otherwise in compliance with University policies.
 - Users should be aware that computing resources are subject to normal operation and maintenance which require the backup of data and communications, logging of activity, monitoring of general usage patterns, other activities necessary to provide service, and compliance with any law, rule, regulation, subpoena, or the order of any administrative agency or court.

Procedures:

1. Reports concerning violations should be directed to the appropriate computer system administrator.
2. The systems administrator for the computer system on which violations of this policy are alleged to have occurred may address such violations on an interim basis. These actions include protecting the computer system from misuse or damage. When a violation has been observed, the systems administrator may issue warnings and/or informational correspondence. Such correspondence may be accompanied by referral to the violator's supervisor, if a student to the instructor, for appropriate action.
3. Students violating this policy will be subject to disciplinary action in accordance with "The Code of Student Rights, Responsibilities, and Conduct," as published in *Penguin Playbook* (Student Handbook).
4. Employees violating this policy will be subject to disciplinary action in accordance with applicable collective bargaining agreements and/or other University policies and procedures.
5. University personnel will be permitted access to users' computer accounts to investigate reported, alleged, or observed violations of this policy. (See last Parameter on page 2.)
6. Violations of this policy can result in the immediate removal of privileges pending final resolution.



EXECUTIVE SUMMARY
GIFTS
FOR THE PERIOD OCTOBER 1 - DECEMBER 31, 1999

UNIVERSITY DEVELOPMENT (SEE ATTACHMENT 1):

	NUMBER RECEIVED	TOTAL
CASH	865	\$339,930.34
NON-CASH	3	981.91
TOTAL	868	\$340,912.25

WYSU-FM (SEE ATTACHMENT 2):

	NUMBER RECEIVED	TOTAL
CASH	855	<u>\$55,459.00</u>
TOTAL	855	<u>\$55,459.00</u>



**YOUNGSTOWN STATE UNIVERSITY BOARD OF TRUSTEES
UNIVERSITY DEVELOPMENT GIFT LIST
FOR THE PERIOD OF OCTOBER 1 - DECEMBER 31, 1999**

DESCRIPTION	NUMBER OF GIFTS	TOTAL
Cash	865	\$339,930.34
Non-Cash	<u>3</u>	<u>981.91</u>
Total	868	\$340,912.25

RANKING OF CASH GIFTS:

	<u>NUMBER RECEIVED</u>	<u>TOTAL</u>
\$5,000+	12	\$142,414.56
\$1,000 - \$4,999	54	92,770.65
\$500 - \$999	62	34,412.53
Below \$500	<u>737</u>	<u>70,332.60</u>
Total	865	\$339,930.34

CASH CONTRIBUTIONS BY RANK

\$5,000+

W.R. & Ann Ascham
Bank One
Citizens' Scholarship Foundation of America
Compco Industries
Mr. Domenic Constantini
Mr. Robert P. Glasser

Mr. J.F. "Bud" Henry
Bernie J. Kosar Charitable Trust
Wm. G. Lyden, Jr. Memorial Golf Classic
Merck & Company
National City Bank, Northeast
Youngstown Country Club

\$1,000 - \$4,999

Alliant Energy Foundation
Altronic Incorporated
American Ref-fuel Inc.
Byron D. Beacom Educational Assn.
E.R. Behrend Trust Fund
Bill Bodine Music
Mr. Sean G. Burke
Cincinnati Scholarship Foundation
Cleveland Scholarship Program
Crane Fund for Widows & Children
Dr. Jere & Karen Creed
Crime Clinic of Greater Youngstown
Croatian Fraternal Union Scholarship
Mr. Ralph I. Dillon
Ervin Dodge Memorial Scholarship Fund
Educational Testing Service
Mr. C. Kenneth Fibus
Mr. Thomas Gay
GenCorp Foundation
General Motors Corporation
George Junior Republic in Pennsylvania
Mrs. Tomar Green
Hawaii Community Foundation
Theresa Trucksis Hickey
Mr. Gerhart A. Hirsch
Helen Hart Hurlbert Foundation
Jamen Tool & Die

Kris L. Jones
Mr. Tony Joy
Key Bank Corporation
Mr. & Mrs. Bernard J. Kosar, Sr.
Ms. Jocelyne Kollay Linsalata
Dr. William & Virginia Martin
Mr. Kevin J. McGuire
ms consultants, inc.
Mr. Jon M. Naberezny
National Recycling Coalition, Inc.
Negro Educational Emergency Drive
Ohio Contractors Association
Atty. Leonard A. Olson
Penguin Club
Pennsylvania Elks Major Projects
Ms. Margaret M. Sadler
Dr. James & Kathy Schrode
Dr. Leonard B. Spiegel & Joy Elder
St. Maron Parish
Tri-State Area Citizens' Scholarship Fdtn.
The Vindicator
Mrs. Gladys E. Vojnovich
Dr. Warren R. Webster
Western Star Lodge No. 21 F.&A.M.
Women Hand in Hand
Dr. Ralph & Helen Yingst
Youngstown Foundation

\$500 - \$999

Alliance of Transylvania Saxons
American Business Women's Association
Youngstown Charter Chapter
Thomas & Lorraine Atwood
Bank One, Steubenville
Mr. R. Thornton Beeghly
Mr. Joseph G. Carson
The Hon. Forrest J. Cavalier
Chaney High School Foundation
Dr. & Mrs. Anthony Chila
Cleveland Baseball Federation
Cleveland Foundation
Cleveland Hungarian Development Panel
Mrs. Jean F. Collins
Mr. Edward P. Condo
Atty. Daniel & Terri Daniluk
Dayton Foundation
District Council Seven Citizenship Fund
Eat'n Park
First Energy Foundation
Frattaroli's Sparkle
Galion Elks No. 1191
Gasser Chair
Matthew C. Giannini
Heileg-Meyers Foundation
Mr. Lee R. Hively, Jr.
Dr. Sally M. Hotchkiss
Tom & Carol Jochman
Lake Park Alloy Steel Company
Ms. Barbara B. Law
Dr. James B. MacDougall
Dr. Charles & Eileen McBriarty
Paul & Dianne McFadden

McGraw-Hill Companies
Mr. Jack J. Menosky, Jr.
Dr. Anthony Nardo Memorial Fund
National City Bank of Pennsylvania
Dr. Kong & Gim Oh
Ohio Operating Engineers Educational
and Safety Fund
Drs. Richard & Diana Phillips
Poland United Methodist Church
William & Paula Powell
Dr. Victor & Mary Richley
Roy & Lois Scarazzo, Sr.
Sharon Herald
Mrs. Mary B. Smith
St. Anthony's Society
St. Johns Lutheran Church
Mr. Eugene Stepanchak
Dr. & Mrs. David T. Stephens
Dr. & Mrs. Anthony H. Stocks
Town Crier Community Newspapers
Tribune Chronicle
UAW Local 1714/BOC Lordstown
Fabricating Plant
UMWA/BCOA Training & Educ. Fund
Vinyl Tool & Die
Richard N. White, Esq.
Frank D. & Clara R. Williams Scholarship
Mrs. Lynn L. Williamson
Winona Ruritan Club
Dr. Warren & Sandra Young
Youngstown Heat Treating & Nitriding
Dr. & Mrs. Bernard J. Yozwiak

Below \$500

Anonymous
Ms. Marjorie Abel
Ms. Adeline T. Ackerman
Ms. Helen J. Adarniak
Addiction Programs of Mahoning County
Ms. Carolyn P. Adkins

Dominick J. Aimino, Jr.
Mrs. Mary Katherine Ake
Mr. Ronald W. Albert
George & Michele Albertini
Mrs. F. Nelle Alderfer
Mr. Carl Alexoff

Dr. Domenico B. Aliberti
American Business Women's Association -
Mill Creek Chapter
American College of Musicians
Dr. Charlotte V. Anderson
Mr. James R. Anderson
Kris & Marianne Anderson
Mr. Lawrence R. Anderson
Mr. Samuel H. Anderson
Paul & Mary Elizabeth Andraso
Dr. Victor & Dolores Angel
Dr. Bernadette J. Angle
Norman & Betty Angstadt
Dr. Alida V. Merlo Ashley
Robert & Rosemary Athey
Ms. Elizabeth Ausnehmer
Charles & Virginia Axtmann
Ms. Cathy Baber
Mrs. Nancy L. Babos
Dr. Roy M. Bacon
Mrs. Marilyn J. Badger
Mr. Joseph M. Baich
Ms. Lorryne Y. Baird-Lange
Richard & Doris Baker
Mr. Conrad F. Balazs
Carl & Shirley Banic
Bank One Matching Gift Program
Mrs. Ellen Wakeford Banks
Mr. James S. Baranski
Norman & Lucile Bartelmay
Mr. Bret H. Bartosh
Ms. Regina Bass
Baum Memorial Fund
Ms. Angela Bay
Dr. Janet L. Beary
Dr. Servio T. Becerra
Mr. John Bechtel
Rand & Eleanor Becker
Mr. Thomas John Belle
Mrs. Richard C. Belsan
Dennis & Faye Bensinger
Mr. John A. Bergman
Dr. & Mrs. Raymond P. Bermea
Dr. Michael E. Bestic
Mr. Anthony Bilchik

Mr. & Mrs. Homer Birch
Mr. Michael J. Birchak
Mrs. Gay S. Birnbaum
Mr. Richard A. Bisconti
Ms. Karen M. Blackburn
Mr. William A. Blewitt
Mr. Dan T. Blice
Dr. & Mrs. Louis Bloomberg
Ms. Nancy A. Bodziach
Boeing Gift Matching Program
Mr. Douglas A. Bogdan
Dr. Violet F. Boggess
William & Kristine Bole
Ms. Sharon A. Bonacker
Robert & Loretta Borovitcky
William H. & Barbara A. Borts
Mr. Mark J. Borys
Paul & Jayne Boucherle
Mr. David E. Bowen
Mr. Willard G. Bowers
Mr. Russell A. Bowman
Mr. James A. Bozin
LTC Samuel & Norma Bradlyn, Ret.
Mr. James H. Braham
Mrs. Hedy Noel Brales
Ms. Jacquelyn W. Brauningner
Mr. William J. Brennan
William & Joyceann Bresnahan
Mr. Edward R. Bretz
Mr. Robert L. Brickley
Mrs. Debra A. Brooks
Mr. Herbert G. Brooks, Jr.
Mr. & Mrs. Robert P. Brophy
Mr. Eric Brown
Mrs. Joann C. Brown
Dr. Steven R. Brown
Mr. Paul Brubaker
Buckeye Tack Lumber Building & Supply
Dr. William R. Buckler
Mr. Willard L. Bundy
Dr. John & Cheryl Buoni
Dr. Holly J. Burge-Stafford
Ms. Alice D. Burger
Dr. Anita C. Burris
Mrs. Linda S. Butcher

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Dr. William R. Buckler
Mr. Willard L. Bundy
Dr. John & Cheryl Buoni
Dr. Holly J. Burge-Stafford
Ms. Alice D. Burger
Dr. Anita C. Burris
Mrs. Linda S. Butcher

David & Traci Buttar
Mr. Robert T. Buzga
Donald & June Byo
Mr. Lew Caccia, Jr.
The Cafaro Company
Mr. Donald Cagigas
Mr. Randall F. Cailor
Mr. Rand R. Cairey
Dr. Martin & Catherine Cala
Ronald & Sherry Calabrese
Mr. Thomas J. Caldrone
Mr. Russell P. Campbell
Peter & Ruth Ann Cannell
Mrs. Margaret Cappelli
Mr. Barry H. Carden
Kenneth & Melanie Carey
Randall & Shirley Carletti
Mr. Paul W. Carlson
Ms. Norma Jean Carney
Dr. & Mrs. Robert V.C. Carr
Ms. Julianne A. Carsone
Jack & Joanne Cartwright
Mr. Stephen A. Caruso
Mr. John Paul Casey
Dr. Albert C. Celec
Dr. Louis F. Centofanti
Mr. John C. Charnas
Atty. Diane L. Chermely
Carmen B. Chick
Carmen, Jr. & Janet Chicone
Peter & Phyllis Chila
Carlo & Dorothy Ciccone
Mr. Michael J. Ciccone
Dr. & Mrs. A. B. Cinelli
Mr. Gerald T. Cirka
Mrs. Alice B. Citano
Mr. Edward J. Cleary
Dr. Roger & Gail Clouse
Mr. Lee C. Coates
Carole & Edward Cobb
Dr. Irwin Cohen
Ms. Linda E. Cohen
Mrs. Rita Collingwood
Brian & Sherry Commons
Compaq Computer Corporation

Mr. Kenneth D. Conatser
Mrs. Susan C. Conner
Mrs. Tammie A. Conroy
Louis & Marianne Conti
Donald & Stephanie Cook
William & Carol Cook
Ms. Mary L. Cornell
Drs. Adam & Christina Costarella
Walter & Mildred Courtley
Cranberry Local School District
Richard & Ruth Crepage
Mr. Kevin W. Crews
Dr. Margaret A. Crishal
Troy & Janice Cross
Ms. Frances Crowther
Ms. Bonnie E. Cruickshank
Christopher & Janice Cubbison
Atty. Patrick & Mary Eileen Cuning
Mr. Wallace L. Cunningham
Mr. A. Ranger Curran
Ms. Patricia M. Curtis
Mr. Charles B. Cushwa, III
Ms. Carol E. Cuthbertson
Mr. William R. Dailey
Joseph & Donna Dallas
Mr. Charles W. Darling
James & Joanna Dascenzo
Mrs. Virginia D'Isa Davidson
Ms. Martha A. Davies
Mark & Kathy Davis
Antoinette & Joseph DeAngelis
Dr. Donna DeBlasio & Brian Corbin
Mr. Vito R. DeBlasio
Mr. James T. Decker
Dr. Robert T. DeHoff
Dr. Terry & Helen Deiderick
Mr. J. Daryl DelSignore
Mr. Nicholas J. DeMaiolo
Dr. Theodosius & Dorothy Demen
Ms. Darlene M. Demjen
John & Helen Dendiu
Neil & Thyra DePascal
Ms. Sheri L. Detec
Ms. Linda M. Diana
Ms. Sara Louise Dickson

Robert & Mary Lisa DiDomenico
Ms. Jeannette F. Dietz
Vito & Sophie DiIullo
Mr. James R. DiLorenzo
Mr. Richard M. Dippolito
Frank & Mary Kay D'Isa
Ernest & Dorothy Dodson
Mr. Robert J. Dombrowe
Mrs. Christine L. Domhoff
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Cash	855	<u>\$55,459.00</u>
Total	855	\$55,459.00

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Kathryn Lima
Bob & MaryAnn Limmer
Anita Lin
Albert & Cathy Lind
Albert L. Linder
Vincent Lisi
Dr. John Loch
Joseph J. Loftus
Dr. Vincent Lombardi
Heather Lorimer
John & Mary Lou Lorimer
Fr. William Loveless
David Lowman

Letizia Lowman
Sarah Lown
Rosemary Luchette
Ralph Lutz
David & Camille Macharg
Ruth A. Madden
S. Ann Maigetter
Leonard & Joan Majernik
Natalie Majoros
Michael Malkin
Dr. Max Malkoff
Joseph & Olga Malmisur
William & Doris Malter
James Mamounis
John Mancino
Costi Mandrean, Jr.
Lauren Mangino
John & Laura Manhollan
James & Rosemary Manolis
Mary Ann Maple
Kate M. Marado
Stephen Margala
Lori Marinko
Carol A. Marino
Kathleen O. Markovich
Richard & Helen Marsh
Ben Marshall, III
Mark Martens
Joe Martin & Linda Hoefert
Lloyd Martin, III
Scott Martin
Joe & Chris Maruca
Lynda Maschek
Massage Therapy Center
of Northeast Ohio, Inc.
Dr. & Mrs. Mario Massullo
Dr. Donald & Deborah Mathews
Timothy J. Matune
J. Brian Maxwell
Walter & Marcellene Mayhall
Christina Mays-Hyde
Charles & Eileen McBriarty
Hugh C. McBride
Tracy S. McCarty
John & Carol McClellan

David M. Lynn
M & M Greenhouses
Robert Macabobby
Brian Macala
Jane McDermott
Richard McFeaters
Colleen McGarry
Sallie T. McKelvey
Paula J. McKinney
William & Kathy McLaughry
Robert McLean
Vaughn & Bonnie McManus
John & Marion McMillan
Thomas & Jani McNickle
Dr. G. L. & Virginia Mears
Frank J. Mecak
J. Alex Melozzi
Clemence R. Mershon
Howard D. Mettee
Julie M. Michael
Donald Miller
James & Margaret Miller
Lou Miller
Louisa H. Miller
Thomas & Susanne Miller
Yvonne Y. Miller
Youngstown Plastics
Vicky Mincey
Rosemary Minghetti
Minnesota Communications Group
Christopher Minotti
Lou Miola
Laurie Miraglia
Alan D. Mirkin
Benny W. Mischey
Edward & Ruth Mitchell
James Mocker
Carol Moisesides
Curtis & Gerri Moll
Thomas S. Mong
John & Edna Mongiello
David & Laurie Moore
Gary L. Moore
Samuel R. Moore, Jr.
William & C. Marilyn Moore

James & Kathleen Moran
Dwayne S. Morehouse
Mr. & Mrs. Joseph A. Morgan
Allan Mosher
Sue Motzer
L. Bud Mould
Walter & Nancy Muennich
Don Mumford
Mutual of America
John Murcko
Fr. Richard Murphy
Music Appreciation Hour
of Copeland Oaks
Dr. Elizabeth Myer
John E. Myers
Laszlo Nagy
National Society of Fund Raising
Executives, Eastern Ohio Chapter
Mike & Mary Navolio
Michael K. Nelson
Regina Nelson
Ronald & Judith Neuger
John Neville
Elizabeth Niccolls
Dr. S. Thomas Niccolls
Dan Nietzel
James Pearce
Shannon Pearce
Barry & Patty Pearlman
Mike & Maria Perello
Scott Pergande
James A. Perkins
Dr. Tedrow & Susan Perkins
Dominic & Georgette Peters
Don & Shirley Peterson
Steve Petrosky
Thomas & Phyllis Pfahles
Penelope Phillips
Pig Iron Press
Fred & Mary Pilgrim
Lyla L. Pilorusso
Frank W. Piper
Arthur Piscitelli
Lori Pittman
Renee A. Pitts

Joseph M. Morley
Clyde Morris
Hannah Moses
Dorothy Novotny
Mark Nowak
Uchenna Nwosu
Douglas Nybell
John & Sally Oberman
Carol O'Brien
Dr. Eugene O'Brien
Raymond Ocock
Robert & Christa Oelhaf
Gary Olin
Monica Fabian Ondrusko
Art Ort
Lance Ortenzio
Frank & Dorothy O'Stafy
Jeffrey A. Ostheimer
Faith Palmer
Gabriel Palmer
Pamela Palumbo
Stan Palumbo
Ben & Fran Pantalone
Beth Parkinson
Wendell R. Parr
Sidney Pazol
Jeanne Plakosh
Victoria Pompura
Marlene Pond
Barbara A. Poremba
Paula W. Powell
Emily M. Powers
Mrs. Paul Powers
E. Curtis & Jennifer Pratt
Jo An Pucci
Donna Puffer
Jean Puhalla
Dennis G. Puko
Mary Quisenberry
Jim Rafeedie
Chad & Joyce Randall
Dr. & Mrs. Joseph Raught
Vikram Raval
James E. Ray
Victoria J. Reeder

Mary M. Reedy
Terry Reeher
William Reeves
John & Elizabeth Regule
Robert & Charlene Rehner
Arthur & Janice Reichenfeld
Edward & Barbara Reiss
Victoria Reto
Fr. David Rhodes
James & Jill Riccardo
Dr. Steven Riggall
Teresa Riley
Victor & Christine Rizkallah
Mr. & Mrs. Tai S. Ro
Stuart L. Robertson
Charles & Barbara Rogers
Ray & Pat Rogers
Rebecca Rogers
Marybeth Roman
Carmen & Milissa Romeo
Hassan A. Ronaghy
Cheryl Roqueplot
Jennifer Rose
John & Cheryl Rose
Thomas & Jeanne Sauline
John & Norma Savany
Susan M. Savastuk
Mary A. Saxon
Jeanette Sberna
Richard Sberna
Tom Scardina
Cynthia L. Schaefer
Sara R. Schaft
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Peter Schiavone
Cecilia P. Schlosser
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Ken Schrom
Nancy L. Schulz
Victor Schumacher
Joan Schwartzman
Lee Schwebel
F. William Scragg
Dan & Sara Scudier

Oscar & Chloe Rose
Harold Rosenblum
Richard M. Rosenblum
Pat Rosenthal
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Mike Rounsavoll
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Gary & Kathy Salvner
Diane S. Samuels
Frank R. Santagata
Larry Sapir
Paul & Pauline Saternow
Kurt Sauer
Thomas & Patricia Seckler
Linda A. Seeley
Mr. & Mrs. Donald Seely
Dr. Louise Sellaro
Gary & Susan Sexton
Gary F. Shaffer
James O. Shaffer, Jr.
Mark & Janet Shaffer
Nancy L. Shaffer
Rosy Shah
Fred Shape
Marilyn Sharrow
Amy Shea
Shelton Mathews, Inc.
David Shepherd
Michael A. Shepherd
Larry Sherer
Albert & Mary Anne Shiderly
Marguerite Shields
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Dr. & Mrs. Albert Shiu

David & Patricia Shively
Fr. Nicholas Shori
David & Janice Shriver
Mark Sicafuse
Msgr. Robert Siffrin
Roslyn Sims
Stephen J. Simunich
Charles & Barbara Singler
Frances L. Singleton
Dr. Robert Sinsheimer
Angela Small
Jeffrey A. Smiley
Susan F. Smiley
Donna Smith
Edgar J. Smith
Jefferson & Maysson Smith
Lynda Smith
Teresa Smith
Tim Smith
David & Dorothy Smyntek
Judith A. Snyder
Katherine Soman
John & Florence Sopko
Kathy Sparks
Steve Speece
Janice H. Szalma
Khaled Tabaro
Marian Takoch
Florence Talkington
Paul Tanona
Perry & April Tarantine
Janine M. Tareshawty
Dwight Tatman
Amy Tatta
Roberta Taylor
Thomas Taylor
Edward & Patricia Telega
Dante & Rosemary Terzigni
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Robert Thomas
Patrick & Karen Timlin
Dr. Stephanie Tingley
Nancy Tipple
Ross Tittle

Tom Shives
Dr. Robert Spratt
St. Anthony's Church
Timothy St. John
St. Luke's School
Rebecca A. Stabile
Mike Stambolia
Uwe Stehnik
Brad & Cara Stephens
Dorinda Sternburg
Charles & Geraldine Stevens
James R. Stewart
Donald G. Stitt
Mabel Stoddard
Jerry & Carolyn Stoneburner
Lillian Stowe
Sharon A. Stringer
Robert & Bonnita Summers
Anne E. Suomi
Dr. Donald SurrIDGE
Barbara Swanson
Tracy L. Swanson
Maureen Sweeney
Dr. Nancy Sweeney
Robert Sweeney Charitable Trust
Connie Titus
Robert J. Toman
Margaret Tompkins
John & Mary Toth
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Klara Trusova
John Tucker
Catherine Turney
Allen Udell
Edward & Elaine Ulrich
Jim Umble
Veronica Uribe
J.A. Valenta
Jacob Van Manen
Dr. John & Maggy Venglarcik
Rev. Daniel Venglarik
Frank & Elizabeth Verterano
Edward & Kathleen Victor
Ariella R. Viehe
Megan Vitt

Debbi Vizi
Mrs. Victor Vlad
Catherine Vodrey
David Vosburgh
Michele Ann Wala
David & Judy Waldman
Rolaan Waldman
Emily F. Walker
French & Mary Walton
Dr. Frank Wanat
Paul Ward
Jeffrey R. Wardle
Warren Symphony Society
Sieglinde Warren
James Watson-Hardy
John Welch
Ben Welsh
Elaine Welsh
M. Frederick Welter
John Wendle
Kathie Wentz
Gordon & Virginia Wepfer
Dr. John R. White
Sam White
David Whitman
Joseph & Carol Wiercinski
John & Barbara Wigle
Philip & Jamie Wilcox
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Reese Wills
Tom Wilson
Sonya Wilt
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Christian F. Winter
Deborah L. Witfield
Art & Helen Wolfcale
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Veronica Wood
Elinor O. Wright
Jill Wright
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Nancy H. Yauger
Marian Yeagley
Norman Yocum
Dr. Henry & Susie Yoo
Mary York
Walter J. Yourema
YSU-OEA
Richard & Ellen Yungbluth
Francisco & Isabelle Zayas
Harold Zealley
Dennis & Patricia Zitello
Richard Zitto
Thomas A. Zocolo
Beverly Zona
Sarah G. Zuckerman

Total Cash Contributions:

\$55,459.00



UNIVERSITY GUIDEBOOK

Subject: Alumni Relations

Developed by: Leslie H. Cochran
Title: President
Date: November, 1999

Authorized by: Leslie H. Cochran
Title: President
EFFECTIVE:

Policy: The President of the University shall be responsible for coordination with outside organizations such as the Youngstown State University Alumni Association, the Youngstown State University Foundation, and the Penguin Club.

RESOLUTION NUMBER: YR 1998 - 27/2000 -

Principles:

- The YSU Alumni Association (YSUAA) is a separately chartered 501 (c)(3) charitable organization governed by an independent Board of Directors.
- YSUAA was formally incorporated in 1979 to promote the interests of Youngstown State University; foster excellence, pride, and success in its graduates; and encourage alumni to be involved in various institutional activities and initiatives.
- The University and YSUAA acknowledge their mutual respect for their shared purposes and strive to work together for the common interests they share.

Parameters:

- Annually, the YSUAA Executive Director, in conjunction with the YSUAA Board of Directors, and the YSU President will agree to a set of annual goals and objectives for the Association.
- The University will maintain the responsibility for the administration of fund raising and supervision of alumni records and alumni information services.
- The University President will promote YSUAA as appropriate and will serve or name a liaison to serve on behalf of the University in matters dealing with the Association.
- The University and YSUAA have established a written agreement, which will be periodically reviewed and updated.

- The YSUAA may use the University's name in establishing, promoting, and coordinating alumni programs and activities, and in other manners associated with the functions of the Association, in accordance with University procedures.
- The YSUAA Executive Director shall be a member of the Administrative Advisory Council and the Development Council.

Procedures:

1. The University President, the YSUAA Executive Director, and the YSUAA Board of Directors will determine the specific procedures to be followed in maintaining the relationship between the University and the Association.
2. While working as part of the University, the YSUAA Executive Director will follow University policies and procedures and administrative reporting practice.

EXISTING POLICY - TO BE RESCINDED
ARTICLE VII. UNIVERSITY RELATIONS

Section 3. Alumni Relations

The President of the University shall be responsible for the development of the Youngstown State University Alumni Association. The President, or his designee, shall be responsible for the administration of fund raising among University alumni, the supervision of alumni records and alumni information services. The Board of Trustees of Youngstown State University by means of Resolution YR-1978-12 does approve the use of the University's name in establishing, promoting and coordinating alumni programs and activities. The President is encouraged to assist and counsel where needed in establishing and promoting the objectives of the Association. University funds may be expended for expenses incurred for printing, postage, food purchases and all other expenses incurred by the University and its staff in the promotion and further development of the Alumni Association.

**YOUNGSTOWN STATE UNIVERSITY
SUMMARY OF APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
NOVEMBER 13, 1999 - FEBRUARY 18, 2000**

	FULL-TIME			PART-TIME			TOTALS
	NEW HIRES	REHIRES	PROMOTIONS	NEW HIRES	REHIRES	PROMOTIONS	
FACULTY	1	3					4
PROF/ADMIN	6		2	5	3		16
EXTERN FUND	1	5		3	4		13
TOTALS	8	8	2	8	7		33

**Agenda Item E.7.b.
Exhibit F**

YOUNGSTOWN STATE UNIVERSITY
NEW PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
 AS OF FEBRUARY 18, 2000

NAME	TITLE	DEPARTMENT	DATE EMPLOYED	SALARY/FTE/		CONTRACT MONTHS	COMMENTS
				BASE SALARY			
Ms. Kelly Bancroft	SMARTS Coordinator	College of Fine & Performing Arts	01/10/00	\$10,577 .75 FTE \$29,333		5.75 months	New hire; externally funded. 01/10/00-06/30/00
Ms. Marcia M. Barr	Environmental Project Manager	Dean's Office—College of Engineering & Technology (CERTT)	01/01/00	\$21,090 1.00 \$42,840		6 months	Contract extension; externally funded. 01/01/00-06/30/00
Mr. David A. Baxter	Assistant Manager	Dean's Office—College of Engineering & Technology (CERTT)	01/01/00	\$12,000 1.00 \$24,000		6 months	Contract extension; externally funded. 01/01/00-06/30/00
Dr. John Canterino	Assistant Professor	Human Ecology	01/10/00	\$26,308		6 months	Temporary (1st Year)
Ms. Leslie Chain	Survey Coordinator	Center for Urban Studies	01/01/00	\$4,185 .50 FTE \$17,000		6 months	Contract extension; externally funded. 01/01/00-06/30/00
Ms. Sandra Elser Ciminero	Coordinator, Summer Festival of the Arts	University Development	01/01/00	\$6,207 .50 FTE \$25,214		6 months	Contract extension. 01/00/00--6/30/00
Mr. Samuel W. Dickey	ELI/ESL Specialist	Center for International Studies & Programs	01/01/00	\$4,794 .45 FTE \$21,638		6 months	Contract extension. 01/01/00-06/30/00
Mr. Andrew J. Douglas	Research Associate I/ Planner	Center for Urban Studies	12/12/99	\$12,827 1.00 FTE \$23,000		6.5 months	New hire; externally funded. 12/13/99-06/30/00

YOUNGSTOWN STATE UNIVERSITY
 NEW PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
 AS OF FEBRUARY 18, 2000

NAME	TITLE	DEPARTMENT	DATE EMPLOYED	SALARY/FTE/		CONTRACT MONTHS	COMMENTS
				BASE SALARY			
Dr. Paul Gallagher	Project Director	Colleges of Arts & Sciences and Education	01/10/00	\$20,769 .60 FTE \$72,100		5.75 months	New hire; externally funded. 01/10/00-06/30/00
Ms. Mary Ann Ganofsky	Social Work Internship Coordinator	Social Work	12/06/99	\$23,077 1.00 FTE \$40,000		7 months	New hire. 12/06/99-06/30/00
Mr. John H. George	Instructor	School of Technology	01/03/00	\$25,200		6 months	Temporary (1st Year)
Mr. Ricky S. George	Research Associate II	Center for Human Services Development	01/01/00	\$13,579 1.00 FTE \$27,581		6 months	Contract extension; externally funded. 01/01/00-06/30/00
Ms. Lenora Greene	Coordinator of the English Language Institute	Center for International Studies & Programs	01/01/00	\$8,007 .73 FTE \$22,279		6 months	Contract extension. 01/01/00-06/30/00
Ms. Rosemarie Kascher	ELI/ESL Specialist	Center for International Studies & Programs	01/03/00	\$2,311 .22 FTE \$21,008		6 months	New hire. 01/03/00-06/30/00
Ms. Karla Krodel	Research Associate II	Center for Human Services Development	01/01/00	\$8,617 .50 FTE \$35,006		6 months	Contract extension; externally funded. 01/01/00-06/30/00
Ms. Crystal M. Little	Assistant Coach, Women's Softball	Intercollegiate Athletics	12/15/99	\$6,092 .50 FTE \$24,000		6.5 months	New hire. 12/15/99-6/15/00

**YOUNGSTOWN STATE UNIVERSITY
NEW PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
AS OF FEBRUARY 18, 2000**

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE EMPLOYED</u>	<u>SALARY/FTE/ BASE SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Mr. Stephen Lucivjansky	Coordinator of Equal Opportunity/Affirmative Action	Equal Opportunity & Disability Services	12/01/99	\$18,086 1.00 FTE \$30,734	7 months	New hire. 12/01/99-06/30/00
Mr. Richard E. Mahan	Academy Coordinator	Criminal Justice	01/31/00	\$16,077 1.00 FTE \$38,000	5 months	New hire 01/31/00-06/30/00
Ms. Carol Marshall	Academic Advisor	Beeghly College of Education	02/14/00	\$4,913 .49 FTE \$26,067	4.5 months	New hire; externally funded. 02/14/00-06/30/00
Ms. Wendy Miller	Research Associate I/ Evaluator	Center for Human Services Development	01/01/00	\$5,689 .50 FTE \$23,111	6 months	Contract extension; externally funded. 01/01/00-06/30/00
Mr. Luke Munholland	Instructor	Civil/Environmental & Chemical Engineering	01/03/00	\$11,400	3 months	Temporary/Contingent
Ms. Margaret T. Nash	Research Associate III/ Geographic Information Systems Analyst	Center for Urban Studies	01/01/00	\$3,496 1.00 FTE \$21,642	6 months	Contract extension; externally funded. 01/01/00-06/30/00
Ms. Clarice R. Perry	Diversity Program Coordinator	Office of the President	02/02/00	\$12,752 1.00 FTE \$30,700	5 months	New hire. 02/02/00-06/30/00
Ms. Jennifer Roller	Director	Upward Bound	02/01/00	\$16,769 1.00 FTE \$40,000	5 months	Promotion. 02/01/00-06/30/00

**YOUNGSTOWN STATE UNIVERSITY
NEW PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
AS OF FEBRUARY 18, 2000**

NAME	TITLE	DEPARTMENT	DATE EMPLOYED	SALARY/FTE/		CONTRACT MONTHS	COMMENTS
				BASE SALARY			
Mr. James Sacco	Research Assistant	Center for Islamic Studies/ Philosophy & Religious Studies	01/06/00	\$2,032 .25 FTE \$16,640	5.75 months	New hire. 01/06/00-06/30/00	
Ms. Susan R. Scavelli	Research Associate I/ Evaluator	Center for Human Services Development	01/01/00	\$11,819 .80 FTE \$30,009	6 months	Contract extension; externally funded. 01/01/00-06/30/00	
Mr. J. Michael Smith	ELI/ESL Specialist	Center for International Studies & Programs	01/03/00	\$2,416 .23 FTE \$21,008	6 months	New hire. 01/03/00-06/30/00	
Dr. George Sulton	Academic Advisor (temporary)	School of Technology	01/31/00	\$2,856 .25 FTE \$30,000	4.5 months	New hire. 01/31/00-06/15/00	
Mr. Jeffrey Trimble	Assistant Catalog Librarian	Library	02/15/00	\$10,281 1.00 FTE \$27,000	4.5 months	New hire. 02/15/00-06/30/00	
Ms. Sueella Wendt	Assistant Director—Federal Programs	Financial Aid & Scholarships	01/01/00	\$14,277 1.00 \$28,554	6 months	Promotion 01/01/00-06/30/00	
Ms. Alison Wissinger	Coordinator of Annual Fund	University Development	01/24/00	\$15,260 1.00 FTE \$34,500	5.25 months	New hire. 01/24/00-06/30/00	
Ms. Kavon Wright	Research Associate I/ Evaluator	Center for Human Services Development	01/01/00	\$10,294 1.00 FTE \$20,910	6 months	Contract extension; externally funded. 01/01/00-06/30/00	

YOUNGSTOWN STATE UNIVERSITY
 NEW PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS, PROMOTIONS, AND OTHER PERSONNEL ACTIONS
 AS OF FEBRUARY 18, 2000

<u>NAME</u>	<u>TITLE</u>	<u>DEPARTMENT</u>	<u>DATE EMPLOYED</u>	<u>SALARY/FTE/ BASE SALARY</u>	<u>CONTRACT MONTHS</u>	<u>COMMENTS</u>
Dr. Misook Yun	Assistant Professor	Dana School of Music	08/21/00	\$35,741	9 months	Probationary (1st Year)



UNIVERSITY GUIDEBOOK

NUMBER

7024.01

PAGE 1 of 2

Subject: Appeal Procedure for Continuity of Employment

Developed by: Jean R. Wainio

Title: Interim Executive Director

Human Resources

Date: January, 2000

Authorized by: G. L. Mears

Title: Executive Vice President

EFFECTIVE:

Policy: Professional/Administrative staff exempted from the bargaining unit, who have been granted Continuity of Employment, have earned the right to continued employment until their voluntary withdrawal from the University. This right to continued employment may be terminated only for cause or fiscal exigency with appropriate notification and upon the completion of the appeal process.

RESOLUTION NUMBER: YR 2000 -

Notification:

- If the administrative unit supervisor recommends the non-renewal of a Professional/Administrative staff member who has achieved Continuity of Employment, the individual shall receive written notification no later than six months prior to the effective date of the recommended termination.
- Notification shall include a statement of the reasons for the recommended non-renewal of employment. If the reasons relate to program curtailment or fiscal exigency, the individual shall be informed that non-renewal is not related to the quality of the individual's performance and reasonable efforts will be made to assist the individual to relocate in another position.

Appeal Procedures:

1. If the recommended non-renewal is for cause, the individual may submit an appeal for review to the President within thirty calendar days of receipt of the notification.
2. Upon receipt of the appeal the President will appoint a panel of three to review the appeal. The review by the panel will include consultation with the staff member, the person recommending non-renewal, the Provost or Vice President, and others as appropriate; determination of whether the non-renewal recommendation is related to job performance; and determination of whether termination of employment is justified.

3. The panel shall submit its report to the President within sixty calendar days of its appointment. A copy of the report will also be provided to the affected staff member and the unit supervisor recommending non-renewal.
4. The President shall provide the staff member with a written disposition of the appeal within thirty calendar days of receipt of the panel's report.

EXISTING POLICY - TO BE RESCINDED

13.1 Definition: Continuity of Employment is the right of Professional/Administrative staff to continued employment at the University, subject to the due process provisions of this policy. Continuity of Employment is granted to Professional/Administrative staff following completion of five complete contract years of service, reappointment for the sixth contract year, and notification in writing by the President of the University that Continuity of Employment has been granted. Professional/Administrative staff who have served at the University as members of the full-service faculty immediately prior to being appointed to the Professional/Administrative staff will receive credit

for such service (up to a maximum of three years) toward the achievement of Continuity of Employment as Professional/Administrative staff. Professional/Administrative staff who have served at the University as regular full-time members of the classified Civil Service staff immediately prior to appointment to the Professional/Administrative staff will receive credit for such service (up to a maximum of three years) if such service was in a position highly similar to the Professional/Administrative staff position to which the individual has been appointed; the President of the University shall make this determination in each case. Continuity of Employment creates no vested rights in any specific position, title, or salary. Persons holding Continuity of Employment may be removed for just cause (which includes but is not limited to incompetence, dishonesty and insubordination) or due to program curtailment or financial exigency.

13.2

Notification and Procedure (Probationary): If the Department head or other administrative superior recommends that a probationary Professional/Administrative staff member's contract not be renewed for the following year, the individual shall be informed of the recommendation, in writing, no later than three months prior to the effective date of recommended termination if the individual has served less than one complete contract year, and no later than six months prior to the effective date of recommended termination if the individual has served more than one complete contract year. A probationary staff member whose non-renewal is recommended may, within thirty calendar days after receipt of notification, submit a written appeal for a review to the President of the University. If the staff member has served less than three complete years at the University, the President shall review the appeal, shall make a final disposition of the appeal, and shall notify the staff member of the disposition within thirty calendar days after receipt of the appeal. If the probationary staff member has served three complete years or longer at the University, the President shall appoint an ad hoc committee to review the recommendation and the appeal, and to submit a report to the President within thirty calendar days; the committee's review and report shall be limited to whether the staff member was informed of the recommendation in a timely fashion and whether there is any evidence that the recommendation did not rest wholly upon considerations related to job performance. The President shall review the report, shall make a final disposition of the appeal within thirty calendar days of receipt of the report. The staff member shall receive a copy of the report.

13.3

Notification and Procedure (Non-Probationary): If the Department head or other administrative superior recommends the non-renewal of a Professional/Administrative employee with Continuity of Employment, the individual shall be informed of the recommendation no later than six months prior to the effective date of recommended termination of employment. Notification shall include a statement of reasons for the recommended non-renewal of employment. If the reasons relate to program curtailment or financial exigency, the individual shall be informed that non-renewal is not related to the quality of the individual's performance, and the University shall make a reasonable effort to assist the individual to relocate in another position. If the reasons relate to just cause, the individual may, within thirty calendar days after receipt of written notification, submit an appeal for a review to the President of the University. The President shall, upon receipt of the appeal, appoint a panel of three members to review the appeal, and to consult with the staff member, the department head, the area officer, and others as appropriate. The panel's review of the recommendation and the appeal shall address the following matters: the timeliness of the notification to the individual, an evaluation of whether the recommendation is related to job performance and a recommendation of whether termination of employment is justified. The panel shall submit its report to the President no later than sixty calendar days following its charge to review the matter. A copy of the panel's report shall be provided to the staff member. Within thirty calendar days after receiving the panel's report, the President shall inform the individual in writing of the disposition of the appeal. The President shall present to the Board of Trustees at its next regular meeting the disposition of an appeal of this nature.

13.4 Exclusions: Excluded from the provisions of this policy shall be the President of the University, Provost, Vice Presidents, Associate and Assistant Vice Presidents, the Dean-Administrative Services, persons serving under multi-year contracts as provided for by Article III, Section 17 of the Policies of the Board of Trustees, Head Athletic Coaches and Assistant Athletic Coaches, persons holding earned faculty rank and tenure, and persons serving under externally funded contracts provided by Article III, Section 21 of the Policies of the Board of Trustees.

Moreover, professional autonomy, a hallmark of higher education, is preserved when it is exercised within the context of the principles this Statement supports.

Although interpretation of the Statement's principles is mediated by personal values, culture, and experiences, the University community affirms the fundamental values of integrity, competence, respect, and responsibility that this Statement articulates. Achieving a community which practices these ideals requires not only the expression of these ideals but also a personal commitment to a lifelong effort to act ethically.

Integrity

We, the faculty and administrative members of the YSU community, uphold our commitment to cultivate integrity in all areas of University life. In so doing, we (faculty and administrators) adhere to the principle of moral inclusion, i.e., rules of morality, honesty, and fair play are applied to all regardless of age, race, gender, ethnicity, national origin, religion, sexual orientation, disability, language, or socioeconomic status.

Furthermore, as members of the University community, we become aware of our own moral perspectives as we engage in the process of values clarification. We do so in order to eliminate biases that would hinder the application of the principle of moral inclusion. Members of the University community foster integrity through educational efforts in campus newspapers, seminars, lectures, and other programs.

There are three key areas in which integrity plays a major role. First, the performance of duties and job responsibilities requires integrity insofar as these encompass the resolution of conflicts of interests among students and employees of the University. Next, interactions within the YSU community require integrity insofar as these interactions encompass the proper use of power. Power is not to be used in an abusive manner. Thirdly, in the distribution of resources within our community, integrity is present insofar as distributions are equitable and fair.

Furthermore, a commitment to integrity requires that publication credit accurately reflect the relative and proportional professional contributions of the individuals involved. When major contributions of a professional character are made by several persons to a common project, these are recognized by joint authorship. In valuing integrity, we also recognize a student's authorship of his or her written work, and that a student is usually listed as the principal author of any multiple-authored article that is substantially based on his or her dissertation or thesis.

Competence

We, the faculty and administrative members of the YSU community, uphold our commitment to maintain competence and expertise in our chosen fields. In so doing, we engage in professional activities that will both increase and maintain our awareness of

current information and our maintenance of performance standards. Furthermore, we recognize our limitations and seek appropriate guidance and education to broaden them. In recognizing the need to further our competence, we actively pursue excellence in our areas of expertise and their related fields.

Furthermore, we recognize that we are to maintain a level of education, training, and research. In doing so, we further our goals of effective teaching, supervision, and participation in the activities required of us in our individual academic environments.

Finally, we recognize that a commitment to competence requires an obligation to be accountable for our individual actions and judgments. We uphold professional standards of conduct. If our performance or conduct is impaired and our expected duties cannot be fulfilled, then reasonable steps must be taken to prevent harm to those we encounter.

Respect

We, the faculty and administrative members of the YSU community, adhere to a universal, comprehensive respect for persons. Implicit in such respect is a valuing of what it is to be human so as to preserve and encourage the rights of all individuals. Although we possess certain rights, our rights do not exist in a vacuum; they are activated in a web of relationships such that there is a reciprocity between rights and the conditions that make them possible. This reciprocity leaves us necessarily respectful of one another.

Through a respect for persons, we guarantee some basic rights and equal access to these rights as the respective benefits of the many facets of our environment. We all have a right to be heard. Included in this right is the requirement to work towards an environment that not only allows people to be heard but also empowers them to the point of making themselves heard. This includes the duty of not silencing others through discriminatory or prejudicial behavior, as well as the duty of seeking to eradicate that behavior which drowns out the voices that are typically heard less often. We all have a right to be safe. Included in this right is the freedom from exploitative power relationships. Within any community there are power differentials, but when such distinctions are enacted with an underlying respect for persons and their role in the community, destructive effects are minimized. Finally, we all have a right to be valued. Included in this right is the requirement to value others, such that we respect their privacy and confidentiality.

Inevitable in a framework of rights are the ensuing conflicts that arise within any community when desires are at cross-purposes. Yet, when such conflicts arise against the backdrop of a commitment to respect, these conflicts are resolved in such a manner as to allow for a positive and productive future after conflict. As members of the YSU community, we support this future—a future based on mutual respect.

Responsibility

As educational leaders, faculty and administrative members of our University community must demonstrate responsibility to our students, colleagues, institution, discipline, and community.

Within the YSU community, we recognize the responsibility to value all students. In order to contribute to the ongoing development of students, we will value their opinions, time, and academic contributions. Within this framework of responsibility, classroom performance will be assessed in ways that are valid, open, fair, and consistent. As members of the YSU community, we recognize the responsibility of demonstrating that we value the dignity of our colleagues in such a way as to preserve their academic, professional, and personal reputation. Members of our community are to work cooperatively with colleagues to foster professional development.

Members of the institution are to be aware of and value the educational goals, policies, and standards of the institution. Members agree to work for the good of the institution as a whole and will endeavor to abide by stated University policies and regulations that pertain to its well-being. Neither outside commitments nor personal gain will be allowed to come into conflict with this responsibility.

Members of the YSU community shall maintain a high regard for and a continued involvement in the discipline in which they are involved. This requires gaining and maintaining a high level of valid knowledge that ensures that professional expertise is accurate, current, representative, appropriate, and without personal bias. Furthermore, we will take steps to understand alternative ways of presenting knowledge and skills. Finally, we shall take steps to foster an environment that develops these practices.

As members of the YSU community, we will represent the University to the community for the mutual enrichment of both. We recognize that we have the responsibility to share knowledge and skills and to provide important leadership and enlightenment to the communities in which we live. This responsibility will manifest itself in terms of community and public service, often reflecting, but not limited to, our areas of expertise.

Conclusion

We, the faculty and administrative members of the YSU community, make this commitment to the values of integrity, competence, respect, and responsibility. In so doing, we recognize this is a fundamental, though not an exhaustive, list of ethical principles that can serve as a framework for our relationships to one another within the context of continuous moral development.

Procedures:

1. Any person who believes that an exempt professional/administrative employee is engaging in conduct outside the above guidelines has a personal responsibility to privately discuss those concerns with the individual in a confidential manner to the extent possible.
2. If those concerns are not resolved, it should be brought to the attention of the immediate supervisor of the exempt employee. If the conduct is related to sexual harassment, the procedures identified in 2003.01 - Sexual Harassment will be utilized.
3. The supervisor will review the matter, and may discuss it as appropriate, with other administrators (Equal Opportunity, Human Resources, University Counsel, etc.).
4. The supervisor will discuss the matter with the exempt professional/administrative employee and arrive at a resolution.
5. If the proposed resolution is not acceptable to the exempt professional/administrative employee, that employee may request that the matter be forwarded to the Provost or appropriate Vice President for review and final disposition of the matter. Upon completion, the supervisor will inform the originator of the concern that the matter has been appropriately addressed.
6. If the Provost or Vice President is the affected party, the President will serve as the final review person.
7. Reviews under this policy should be conducted with appropriate discretion in keeping with the Statement of Ethical Principles.
8. An individual who purposefully makes false accusations under this policy will be subject to sanctions.