

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

Tod Administration Building  
Wednesday, December 16, 2009

Pursuant to notice duly given, a regular meeting (the two hundred ninety-third) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., on Wednesday, December 16, 2009, in the Board Room in Tod Hall.

All ten trustees were present at the meeting, to-wit: Mr. Scott R. Schulick, chairperson of the board, who presided, Mr. John L. Pogue, Mr. Larry D. DeJane, Ms. Millicent S. Counts, Dr. John R. Jakubek, Dr. Sudershan K. Garg, Mr. Harry Meshel, Mrs. Carole S. Weimer, Mr. Daniel J. DeMaiolo and Ms. Lyndsie A. Hall.

Also present were: Dr. David C. Sweet, President; Dr. Cynthia E. Anderson, Vice President for Student Affairs; Mr. Eugene P. Grilli, Vice President for Finance and Administration; Dr. George McCloud, Vice President for University Advancement; Dr. Thomas Maraffa, Special Assistant to the President; Ms. Holly A. Jacobs, University General Counsel and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 45 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The chairperson called the meeting to order.

ITEM I – PROOF OF NOTICE OF MEETING.

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

ITEM II – DISPOSITION OF MINUTES FOR MEETING HELD SEPTEMBER 25, 2009.

Prior to the meeting, the secretary had provided draft copies of the minutes of the board's regular meeting held September 25, 2009 (#292) to each trustee, the student trustees and the president. There being no additions, corrections, or revisions thereto, the minutes of the said meeting were approved as provided.

ITEM III– REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Sweet reported on the highlights of the fall 2009 semester. Dr. Sweet reported that 700 YSU students received degrees at the commencement exercise held December 13, 2009. Dr. Sweet stated that Bishop George V. Murry delivered a memorable commencement

address at that event. Dr. Sweet reviewed initiatives in academics and student affairs including the continuing implementation of the Academic Strategic Plan, the university's designation as a "Military Friendly Campus," the opening of the Office of Veterans Affairs, and the dedication of Armed Forces Boulevard. Dr. Sweet reported that the Eastern Gateway Community College opened for the fall semester with Jefferson County Community College being subsumed into Eastern Gateway. Dr. Sweet stated that today the board of trustees will vote on the recommendation to issue up to \$24.5 million in bonds for Phase 2 of the Centennial Campus Master Plan projects. Dr. Sweet stated that today the board of trustees will vote on a resolution to modify the Centennial Campus Master Plan to accommodate a number of campus projects and developments. Dr. Sweet welcomed Mr. Kevin Reynolds as the university's Executive Director of Human Resources, effective January 1, 2010 and Eric Wolford as the university's head football coach. The outline of Dr. Sweet's remarks provided to the board is attached to these minutes.

ITEM IV – REPORTS OF THE COMMITTEES OF THE BOARD.

The chairperson asked whether any trustee had an objection to the approval by unanimous consent of the resolutions recommended for adoption by the committees of the board. There being no objection, the chairperson stated that the recommended resolutions would be considered for adoption by consent. The board considered the following committee reports and recommendations:

1. Academic and Student Affairs Committee

The chairperson noted that the Academic and Student Affairs Committee was recommending two resolutions for adoption by the board. There being no objection thereto, the chairperson declared the following resolutions adopted by general consent:

Resolution to Modify *University Guidebook* Policies

**YR 2010-26**

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 following policies of the *University Guidebook*, shown as Exhibit A, attached hereto, and does hereby rescind the former corresponding policies. A copy of the policy indicating changes to be made is also attached.

<b>Policy No.</b>	<b><u>Subject</u></b>
1004.01	Degrees
1013.01	Research Grants and Sponsored Programs
9005.01	Faculty Rank and Tenure for Designated Administrators

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Resolution to Approve a Management Agreement  
With the Ohio Historical Society for the  
Youngstown Historical Center of Industry and Labor

**YR 2010-27**

WHEREAS, Youngstown State University and the Ohio Historical Society share important educational and service missions in northeastern Ohio; and

WHEREAS, the Ohio Historical Society, in a time of fiscal crisis, is seeking local managers for its remote sites, including the Youngstown Historical Center of Industry and Labor; and

WHEREAS, Youngstown State University's Center for Applied History perceives that the Youngstown Historical Center of Industry and Labor provides opportunities of great value for students, faculty, and the community; and

WHEREAS, the proposed management of the Youngstown Historical Center by YSU's Center for Applied History can strengthen public and educational access to—and benefits from—the facility;

NOW, THEREFORE, BE IT RESOLVED, that YSU shall, through the agency of the Department of History and its Center for Applied History, as well as the College of Liberal Arts and Social Sciences, enter into formal agreement to assume daily operational management of the Youngstown Historical Center of Industry and Labor on January 4, 2010.

2. External Relations Committee.

The chairperson noted that the External Relations Committee was recommending one resolution for adoption by the board. There being no objection thereto, the chairperson declared the following resolution adopted by general consent:

Resolution to Accept Development Gifts

**YR 2010-28**

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 B attached hereto are being held pending acceptance and he recommends their acceptance;

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

3. Finance and Facilities Committee.

The chairperson noted that the Finance and Facilities Committee was recommending eight resolutions for adoption by the board. There being no objection thereto, the chairperson declared the following resolutions recommended by the Finance and Facilities Committee adopted by general consent:

Resolution to Modify *University Guidebook* Policies

**YR 2010-29**

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 following policies of the *University Guidebook*, shown as Exhibit C, attached hereto, and

does hereby rescind the former corresponding policies. A copy of the policy indicating changes to be made is also attached.

Policy No.	Subject
3004.01	Travel
3009.01	Operating Budget Approval and Modification

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Resolution to Approve Interfund Transfers

**YR 2010-30**

WHEREAS, Policy Number 3010.01, Budget Transfers, of the *University Guidebook*, requires Board of Trustees approval for interfund transfers of \$100,000 or more; and

WHEREAS, certain accounting adjustments and transfers outside the operating budget are necessary;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve transfers outside the operating budget, as detailed in Exhibit D.

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Resolution to Modify the  
Annual Operating Budget for Fiscal Year 2010

**YR 2010-31**

WHEREAS, the Board of Trustees of Youngstown State University adopted the Fiscal Year 2010 Annual Operating Budget at the June 19, 2009, meeting of the Board; and

WHEREAS, the Annual Operating Budget establishes the general revenue estimates and spending plans for the University; and

WHEREAS, Youngstown State University's Fiscal Year 2010 revenue estimates have been revised to reflect up-to-date enrollment levels and changes in state appropriations and tuition rates;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize a modification to the Fiscal Year 2010 General Fund Operating Budget in the amount of \$4,700,000 as set forth in Exhibit E.

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Resolution to Approve the  
Establishment of College Fees Effective Fall Term 2010

**YR 2010-32**

WHEREAS, Ohio law also provides that each Board of Trustees of state-assisted colleges and universities may establish special purpose fees and service charges to be assessed on enrolled students; and

WHEREAS, Ohio law provides that fees charged for instruction shall not be considered a price for services but shall be considered to be an integral part of the state government financing program in support of higher education opportunities for students;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the establishment of separate college fees for the College of Science Technology and Mathematics, and for the College of Liberal Arts and Social Sciences, as described in Exhibit F, to become effective Fall Term 2010 and to remain in effect until changed by the Board of Trustees, except as may otherwise be specifically noted.

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Resolution to Authorize  
Purchase of Properties for Campus Improvement

**YR 2010-33**

WHEREAS, Youngstown State University has identified an area surrounding the campus, and within its Ohio Board of Regents (OBOR) boundary, which it seeks to acquire property needed for the benefit of the University; and

WHEREAS, the following parcels are needed for campus improvement, and final approval is sought in accordance with the *University Guidebook*:

Owner	Address	Parcel No.	Purchase Price	Appraised Value
United Brotherhood of Carpenters and Joiners of America	348 W. Rayen Avenue	53-003-0-089, 090, 091, 092, 093, 094 and 095	\$ 145,000	\$ 145,000
Donald and Justin Young	329 Arlington Avenue	53-003-0-235	\$ 54,000	\$ 54,000
YSU Foundation	360 Grant Street	53-076-0-024	\$ 13,000	\$ 13,000
YSU Foundation	340 Scott Street	53-005-0-099 and 53-005-0-100	\$ 50,000	\$ 50,000

City of Youngstown	Belmont Avenue	53-076-0-012	\$ 8,800	\$ 8,800
City of Youngstown	505 Belmont Avenue	53-076-0-017	\$ 7,100	\$ 7,100

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does authorize the acquisition of the aforementioned properties.

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Resolution to Renew Audit Subcommittee Charter

**YR 2010-34**

WHEREAS, the Audit Subcommittee Charter provides that the Subcommittee's Charter and performance shall be reviewed and assessed at least every three years, and that any changes to the Subcommittee's Charter shall be submitted to the Board of Trustees for approval; and

WHEREAS, the Audit Subcommittee's Charter and performance have been reviewed and assessed; and

WHEREAS, no changes to the Charter are recommended for approval by the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve and renew the Audit Subcommittee Charter as written.

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Resolution to Authorize the Issuance and Sale of  
General Receipts Revenue Bonds, Series 2010 of  
Youngstown State University, Approving a  
Supplemental Trust Indenture and Authorizing the Fiscal Officer to Take Certain Actions

**YR 2010-35**

WHEREAS, on February 6, 2009, the Board of Trustees of Youngstown State University (the "Board") adopted two resolutions, one (the "General Bond Resolution") providing for the adoption of an Amended and Restated Trust Indenture dated as of March 1, 2009 (the "2009 Trust Indenture"), which provides for the issuance from time to time of General Receipts Bonds of Youngstown State University (the "University"), with each issuance to be authorized by a Series Resolution adopted by the Board, and the other (the "2009 General Receipts Resolution") providing for the issuance of up to \$47,000,000 of General Receipts Bonds for "University Facilities" as defined below; and

WHEREAS, the General Bond Resolution was adopted and the 2009 Trust Indenture was authorized by the Board pursuant to Section 3345.12 of the Revised Code (the "Act") which authorizes the University to issue its debt obligations to fund the costs of certain capital facilities, defined as "auxiliary facilities," "education facilities" and "housing and dining facilities" in the Act and called "University Facilities" in this Resolution; and

WHEREAS, the University previously approved its Centennial Campus Master Plan in 2006, which plan has been updated from time to time (the "Master Plan Projects" or the "Projects"); and

WHEREAS, the University previously determined that it was necessary to commence certain Master Plan Projects and issued General Receipts Bonds, approximately \$21,110,000 of which was used to pay a portion of the costs of the Master Plan Projects and to pay the costs of issuing the bonds for such purpose leaving an authorized amount of approximately \$25,890,000 of General Receipts Bonds available to finance additional University Facilities; and

WHEREAS, the University now has determined that it is necessary to commence certain additional Master Plan Projects and that it is necessary and appropriate to issue bonds or other obligations under the remaining authority of the 2009 General Receipts Resolution, to pay a portion of the costs of additional Master Plan Projects and to pay the costs of issuing the bonds or other obligations for such purpose; and

WHEREAS, for the above purposes, the University has determined to issue not to exceed \$24,500,000 in composite aggregate principal amount of General Receipts Obligations (the "Obligations"), which may be issued in multiple series, to pay a portion of the costs of the Projects, including the reimbursement to the University of moneys advanced for the purpose in anticipation of being reimbursed from the proceeds of the Obligations; and

WHEREAS, this Board has determined that it is in the best interest of the University to provide for maximum flexibility in structuring the Obligations to achieve maximum cost savings, and therefore, has provided that certain terms of the Obligations shall be determined in the Certificates of Award authorized pursuant to Section 5 hereof (the "Certificates of Award"); and

WHEREAS, this Board wishes to adopt this Resolution to ratify the debt authorization granted by this Board in the 2009 General Receipts Resolution and to allow for additional flexibility in structuring the terms of the bonds authorized thereunder and hereunder to include Build America Bonds as permitted by the American Recovery and Reinvestment Act of 2009;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF YOUNGSTOWN STATE UNIVERSITY, as follows:



**Section 1. Definitions and Interpretations.** Where used in this Resolution, in any supplemental indentures and in the Certificates of Award, and in addition to words and terms defined elsewhere in this Resolution (including its preambles), any supplemental indentures, the General Bond Resolution or the 2009 Trust Indenture, the following terms shall have the following meanings:

"Annual Bond Service Charge" for any Fiscal Year means, in connection with the Obligations authorized hereunder, an amount equal to the scheduled principal and interest due on the Obligations in that Fiscal Year.

"Bond Purchase Agreement" means any Bond Purchase Agreement between the Original Purchaser and the University to be dated as of its date of execution.

"Build America Bonds" means any obligation (other than a private activity bond) the interest on which would otherwise be excludable from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"). Therefore, with respect to any Obligations designated as Build America Bonds, such Obligations will comply with all requirements applicable to the issuance of tax-exempt governmental bonds.

"Certificate of Award" means any Certificate of Award authorized by Section 5 hereof.

"Code" means the Internal Revenue Code of 1986, as amended, the regulations (whether proposed, temporary or final) under that Code or the statutory predecessor of that Code, and any amendments of, or successor provisions to, the foregoing and any official rulings, announcements, notices, procedures and judicial determinations regarding any of the foregoing, all as and to the extent applicable. Unless otherwise indicated, reference to a section of the Code includes that section and such applicable regulations, rulings, announcements, notices, procedures and determinations pertinent to that section.

"Computation Date" means:

(i) (A) the last day of each Bond Year while the Obligations are outstanding, and (B) the date on which the last Obligations are retired, or

(ii) such other date or dates elected by the University as may be permitted under the Code for computation of the Rebate Amount.

"Debt Service" means principal of and interest and any redemption premium on the Obligations.

"Delivery Date" means the dates on which the Obligations are delivered to the Original Purchaser in exchange for payment.

"Excess Earnings" means, as of each Computation Date, an amount determined in accordance with Section 148(f) of the Code equal to the sum of (i) plus (ii) where:

(i) is the excess of:

(a) the aggregate amount earned from the Issuance Date on all Non-purpose Investments in which Gross Proceeds are invested (other than investments attributable to an excess described in this clause (i)), taking into account any gain or loss on the disposition of Nonpurpose Investments, over

(b) the amount which would have been earned if the amount of the Gross Proceeds invested in those Nonpurpose Investments (other than investments attributable to an excess described in this clause (i)) had been invested at a rate equal to the Yield on the Obligations; and

(ii) is any income attributable to the excess described in clause (i), taking into account any gain or loss on the disposition of investments.

"First Supplemental Trust Indenture" means the First Supplemental Trust Indenture between the University and the Trustee, authorized pursuant to Section 7.01 of the 2009 Trust Indenture and this Resolution.

"Fiscal Officer" means the Vice President for Finance and Administration of Youngstown State University.

"Gross Proceeds" means (i) Proceeds, (ii) Replacement Proceeds, and (iii) any other money, investments, securities, obligations or other assets that constitute "gross proceeds" for purposes of Section 148(f) of the Code, all until spent.

"Insurer" means any issuer of a municipal bond insurance policy insuring the payment of all or a portion of the Bond Service Charges on the Obligations, as may be approved by the Fiscal Officer pursuant to Section 8 of this Resolution.

"Interest Payment Dates" means the fifteenth day of June and December in each year, commencing as may be set forth in the Certificates of Award.

"Investment Proceeds" means any amounts actually or constructively received from investing Original Proceeds.

"Investment Property" means (i) "investment property" as defined in Section 148(b)(2) of the Code, including any security (within the meaning of Section 165(g)(2)(A) or (B)) of the Code, any obligation, any annuity contract, and any investment-type property. Investment Property does not include a Tax-Exempt Bond, except a Tax-Exempt Bond which is a "specified private activity bond" as defined in Section 57(a)(5)(C) of the Code, the interest on which is an item of tax preference for purposes of the alternative minimum tax imposed on individuals

and corporations, or (ii) qualified exempt investment, that is, a United States Treasury obligation - Demand Deposit State and Local Government Series.

"Issuance Date" means the date of physical delivery by the University of each series of Obligations authorized hereunder in exchange for the purchase price of the Obligations.

"Issue Price" means the aggregate of the initial offering prices (including accrued interest and original issue discount and/or premium, if any) at which each maturity of the Obligations was offered to the public (excluding bond houses, brokers and other intermediaries) and at which price or prices a substantial amount of each maturity of the Obligations was sold to the public (other than to bond houses, brokers and other intermediaries).

"Letter of Instructions" means a letter addressed to the Trustee dated the Issuance Date and signed by the Board, pursuant to this Resolution.

"Nonpurpose Investments" shall have the meaning ascribed to such term in Section 148 of the Code and shall mean any investment other than a Purpose Investment (which is an investment acquired in order to carry out the governmental purpose of the Obligations).

"Obligations" means the several series of General Receipts Obligations and any bond anticipation notes, Build America Bonds or other debt obligations of the University authorized by this Resolution and issued pursuant to this Resolution and the Certificates of Award.

"Original Proceeds" means Sales Proceeds and Investment Proceeds.

"Original Purchaser" means RBC Capital Markets, being the investment banking firm selected by the Fiscal Officer.

"Proceeds" means any Original Proceeds from the sale of Obligations and any Transferred Proceeds, as defined in Regulations 1.148 8(d)(2).

"Purpose Investment" means an investment acquired in order to carry out the governmental purpose of the Obligations, which is to provide funding for the University's Master Plan Projects and pay a portion of the costs associated with such issuance.

"Rebate Amount" means the amount of Excess Earnings (excluding any amount earned on a Bona Fide Debt Service Fund) computed as of the most recent prior Computation Date in accordance with the requirements of Section 148(f) of the Code.

"Sales Proceeds" means the portion of the Issue Price received by the University upon the sale of the Obligations (net of any underwriter's discount withheld from the Issue Price).

"Securities Depository" means initially The Depository Trust Company (a limited purpose trust company), New York, New York.

"Series 2010 Resolution" or "this Resolution" means this Resolution authorizing the issuance and sale of the Obligations.

"Sinking Fund Proceeds" means amounts (including any investment income) treated as Proceeds of the Obligations under the Code because they are accumulated in a sinking fund to pay Debt Service within the meaning of Treasury Regulations §1.103-13(g), but excluding amounts withdrawn therefrom.

"Special Record Date" means the date established by the Trustee in connection with the payment of any overdue interest on any Obligation pursuant to Section 4(g)(ii) of this Resolution.

"Tax-Exempt Bond" means any obligation, or issue of obligations, the interest on which is, or is intended to be, excluded from gross income for federal income tax purposes within the meaning of Section 150 of the Code, and includes any investment treated as a "tax-exempt bond" for the applicable purpose of Section 148 of the Code.

"Transferred Proceeds" means any proceeds of a prior issue that become Proceeds of the Obligations.

"Trustee" means U.S. Bank, National Association as trustee under the 2009 Trust Indenture.

"Yield" has the meaning assigned to it for purposes of Section 148, and means that discount rate that, when used in computing the present value of all payments of principal and interest to be paid on an obligation, computed on the basis of a 360 day year and semiannual compounding, produces an amount equal to (i) the Issue Price in the case of the Obligations, or (ii) the purchase price for Yield purposes in the case of Investment Property. The Yield on Investment Property in which Proceeds of the Obligations are invested is computed on a basis consistent with the computation of Yield on the Obligations.

The terms "state or local bonds, governmental unit," "loan," "private business use," "net proceeds" and other terms relating to Code provisions used but not defined in this Section 12 shall have the meanings given to them for purposes of Sections 103, 141, 148 and 150 of the Code unless the context indicates another meaning. References in this section to Sections are, unless otherwise indicated, references to Code sections.

Unless the context shall otherwise indicate, words importing the singular number shall include the plural number, and vice versa, and the terms "hereof," "herein," "hereby," "hereto," "hereunder," and similar terms, mean this Resolution, the First Supplemental Trust Indenture and any other indentures supplement-

tal to the 2009 Trust Indenture as it now exists or as it may be amended. References to sections, unless otherwise stated, are to sections of this Resolution.

**Section 2. Authority.** This Resolution is adopted pursuant to the General Bond Resolution, the 2009 Trust Indenture and any successor indentures thereto and the Act.

**Section 3. Authorization, Designation and Purpose of Obligations.** It is hereby declared to be necessary to, and the University shall, issue, sell and deliver, as provided and authorized by this Resolution, General Receipts Obligations of the University, which shall be designated "Youngstown State University General Receipts Bonds" or, if the Obligations are issued as Build America Bonds, they shall be designated "Youngstown State University General Receipts Taxable Build America Bonds" or such other designation as set forth in the Certificates of Award in the maximum original composite aggregate principal amount of not to exceed \$24,500,000 (the actual original aggregate principal amount of each series to be as provided by the respective Certificate of Award), for the purpose of paying a portion of the costs of the Master Plan Projects more fully described in the preambles. For that purpose, the proceeds from the sale of the Obligations shall be allocated and deposited as provided in Section 6 of this Resolution.

**Section 4. Terms and Provisions Applicable to the Obligations.**

(a) Form and Numbering. The Obligations shall be issued, unless otherwise subsequently provided in any supplemental indentures entered into pursuant to the 2009 Trust Indenture, only in the form of fully registered Obligations, substantially in the form set forth in Exhibit A to the First Supplemental Trust Indenture with such changes as may be necessary to reflect the terms of the Obligations set forth in the Certificates of Award. The Obligations shall be fully registered and numbered as determined by the Fiscal Officer in such manner as to distinguish each Obligation from each other Obligation.

The Obligations shall be initially issued only to a Securities Depository to be held in a book entry system and: (i) the Obligations shall be registered in the name of the Securities Depository or its nominee, as registered owner, and immobilized in the custody of the Securities Depository; and (ii) the Obligations as such shall be transferable or exchangeable in accordance with Section 2.05 of the 2009 Trust Indenture, provided, however that so long as a book entry system is used for the Obligations, they may only be transferred to another Securities Depository or to another nominee of a Securities Depository without further action by the University pursuant to subparagraph (g)(iii) of this Section. Notwithstanding Section 2.06 of the 2009 Trust Indenture, the University may, and may require the Trustee to, transfer the Obligations from one Securities Depository to another Securities Depository at any time.

(b) Terms.

(i) Denomination and Dates. The Obligations shall be issued in the denomination of \$5,000 and any integral multiple of \$5,000, and shall be dated as may be provided in the Certificates of Award. Each Obligation shall have only one principal maturity date, except for interim certificates or receipts which may be issued pending preparation of definitive Obligations.

(ii) Interest. The Obligations shall bear interest from the later of (i) their date or (ii) the most recent date to which interest has been paid or provided for, payable on the Interest Payment Dates at the respective rates per annum set forth in the Certificates of Award.

(iii) Maturities. The Obligations shall mature on the dates and in the principal amounts as provided in the Certificates of Award.

(iv) Prior Redemption.

(A) The Obligations may be subject to redemption at the option of the University prior to their stated maturities as provided in the Certificates of Award.

(B) The Obligations of one or more maturities may be subject to mandatory redemption pursuant to Mandatory Sinking Fund Requirements by the University at a redemption price equal to 100% of the principal amount redeemed, plus accrued interest to the date of redemption, the years and in the principal amounts provided in the Certificates of Award.

(c) Maturities: Bond Service Charges. The first maturity or mandatory sinking fund payment of the Obligations and the final maturity of the Obligations shall be as provided in the Certificates of Award. Principal shall be payable in each year from the first maturity or mandatory sinking fund payment year to the final maturity year either at stated maturity or pursuant to Mandatory Sinking Fund Requirements.

(d) Redemption Prior to Maturity.

(i) If fewer than all of the outstanding Obligations are called for optional or mandatory redemption at one time, the Obligations to be called shall be designated by the Fiscal Officer in his sole discretion and the maturities of the Obligations to be called for optional redemption shall be designated by the Fiscal Officer without regard to the order of their maturities. If fewer than all of the outstanding Obligations of one maturity are to be called for redemption, the selection of the Obligations, or por-

tions of those Obligations (in integral multiples of \$5,000), of that maturity to be called for redemption shall be made by lot in the manner provided in the 2009 Trust Indenture. If optional redemption of the Obligations at a redemption price above 100% of the principal amount to be redeemed is to take place on any applicable mandatory sinking fund redemption date, the selection of the Obligations to be optionally redeemed shall be selected prior to the selection of the Obligations to be redeemed by mandatory sinking fund redemption.

(ii) Notice of call for redemption of Obligations, setting forth the information provided for in Section 4(d) of the General Obligation Resolution, shall be given by the Trustee on behalf of the University. Failure to receive notice by mailing, or any defect in that notice, as to any Obligation shall not affect the validity of the proceedings for the redemption of any other Obligation.

(e) Places and Manner of Payment and Paying Agents.

(i) The principal of and any redemption premium on Obligations shall be payable when due only to the registered owners, upon presentation and surrender of the Series Obligations at the principal corporate trust office of the Trustee.

(ii) Interest on any Obligation due on each Interest Payment Date shall be payable by check or draft which the Trustee shall cause to be mailed on the Interest Payment Date to the person who is the registered owner of the Obligation (or one or more predecessor Obligations) at the close of business on the Regular Record Date applicable to that Interest Payment Date, at the address then appearing on the Register. If and to any extent, however, that the University shall make neither payment nor provision for payment of interest on any Obligation on any Interest Payment Date, that interest shall cease to be payable to the person who was the registered owner of that Obligation (or of one or more predecessor Obligations) as of the applicable Regular Record Date; when moneys become available for payment of that interest the Trustee shall, subject to Section 6.06(d) of the 2009 Trust Indenture, establish a Special Record Date for the payment of that interest which shall be not more than 15 or fewer than 10 days prior to the date of the proposed payment, and the Trustee shall cause notice of the proposed payment and of the Special Record Date to be mailed to the person who is the registered owner of that Obligation on a date not fewer than 10 days prior to the Special Record Date, at the address as then appears on the Register, and thereafter that interest shall be payable to the person who is the registered owner of that Obligation (or a predecessor Obligation) at the close of business on the Special Record Date.

(iii) Notwithstanding any other provision of this Resolution or any provision of the General Obligation Resolution, the 2009 Trust Indenture, the First Supplemental Trust Indenture, any supplemental indentures or any Obligation to the contrary, with the written approval of the University, the Trustee may enter into an agreement with a Securities Depository, or the nominee of a Securities Depository that is the registered owner of a Obligation in the custody of that Securities Depository providing for making all payments to that registered owner of principal of and interest and any premium on that Obligation or any portion of that Obligation (other than any payment of its entire unpaid principal amount) at a place and in a manner (including wire transfer of federal funds) other than as provided above in this Resolution, without prior presentation or surrender of the Obligation, upon any conditions which shall be satisfactory to the Trustee and the University. That payment in any event shall be made to the person who is the registered owner of that Obligation on the date that principal and premium is due, or, with respect to the payment of interest, as of the applicable Regular Record Date or Special Record Date or other date agreed upon, as the case may be. The Trustee will furnish a copy of each of those agreements, certified to be correct by an officer of the Trustee, to other authenticating agents and paying agents for Obligations, if any, and to the University. Any payment of principal, premium, or interest pursuant to such an agreement shall constitute payment thereof pursuant to, and for all purposes of, this Resolution and the Agreement.

(iv) Alternate Paying Agents may be designated in the Certificate of Award by the Fiscal Officer.

(f) Execution and Authentication. The Obligations shall be executed and authenticated in the manner provided in the 2009 Trust Indenture. Alternate Authenticating Agents may be designated by the Fiscal Officer in the Certificate of Award.

(g) Build America Bonds Designation. The Board hereby retains the option that the Obligations or a portion of the Obligations may be designated as Build America Bonds (the "Build America Bonds") as permitted by the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"). The Fiscal officer is hereby authorized and directed to designate all or a portion of the Obligations as Build America Bonds, which obligations, if so designated, shall bear interest which shall be included in gross income of bondholders for federal income tax purposes. Build America Bonds are any obligation (other than a private activity bond) the interest on which would otherwise be excludable from gross income under Section 103 of the Code. Therefore, with respect to any Obligations designated as Build America Bonds, such Obligations will comply with all requirements applicable to the issuance of tax-exempt governmental bonds.



With respect to any Obligations designated as Build America Bonds, the Board, hereby authorizes the Fiscal Officer to irrevocably elect, pursuant to Section 54AA(g) of the Code, the direct credit payment to issuer option as provided in Section 6431 of the Code under which the United States Treasury will pay to the University 35% of the interest payable on such Obligations (the "Credit Payments") (contemporaneously with each interest payment date for such Obligations) so long as the Obligations comply with all federal tax requirements of the Build America Bonds.

The Fiscal Officer or his or her designee is hereby authorized and directed to execute and file on behalf of the University a "Return for Credit Payments to Issuers of Qualified Bonds" (Form 8038-CP) with the United States Department of the Treasury on the dates and at the place designated in Form 8038-CP and applicable provisions of the Code and Treasury Regulations issued thereunder for the Build America Bonds. Funds received by the University pursuant to the filing of Form 8038-CP shall be deposited to the credit of the Revenue Fund or the Debt Service Payment Account for the Obligations, established within the Youngstown State University General Receipts Obligations Debt Service Fund, established under the 2009 Trust Indenture, as appropriate to provide for the timely payment of principal or interest on any Build America Bonds.

#### **Section 5. Sale of the Obligations**

- (a) General. The Fiscal Officer is authorized to determine:
- (i) that the Obligations shall be issued;
  - (ii) the composite aggregate Principal Amount of Obligations to be issued in an amount not to exceed \$24,500,000;
  - (iii) the interest rates on the Obligations;
  - (iv) the amount of any original issue discount and/or premium on the Obligations;
  - (v) the maturities of the Obligations;
  - (vi) the optional and mandatory redemption dates, if any, and redemption prices for the Obligations; and
  - (vii) the purchase price for the Obligations.

The Obligations shall be sold by the Fiscal Officer to the Original Purchaser on such terms not inconsistent with this Resolution as are provided in the Certificates of Award and the Bond Purchase Agreements.

The Fiscal Officer is authorized and directed to execute the Certificates of Award and the Bond Purchase Agreements, in order to provide for the definitive terms and terms of sale of the Obligations as provided in this Resolution, and to award and provide for sale of the Obligations to the Original Purchaser. The Bond Purchase Agreements shall not be materially adverse to the University as shall be approved by the Fiscal Officer, his execution of the Bond Purchase Agreement to constitute conclusive approval of any such changes on behalf of the University. The Certificates of Award shall be incorporated in and form a part of the First Supplemental Trust Indenture and any supplemental indentures authorized under this Resolution.

(b) Official Statement. The Fiscal Officer is authorized and directed, on behalf of the University, and in his official capacity, to prepare or cause to be prepared, a preliminary official statement relating to the original issuance of each series of Obligations; to determine, and to certify or otherwise represent, when such preliminary official statement is "deemed final" for purposes of Securities and Exchange Commission Rule 15c2 12(b)(1); and to use and distribute, or authorize the use and distribution of such preliminary official statements in connection with the original issuance of each series of Obligations until an official statement is prepared. All actions previously taken by the Fiscal Officer in this regard relating to a preliminary official statement are hereby approved, ratified and confirmed.

The Fiscal Officer is further authorized and directed, on behalf of the University, and in his official capacity, to prepare or cause to be prepared an official statement, and any necessary supplements thereto, relating to the original issuance of each series of Obligations; to determine, and to certify or otherwise represent, when such official statement is a final official statement for purposes of Securities and Exchange Commission Rule 15c2 12(b)(3) and (4); to use and distribute, or authorize the use and distribution of such official statement, and any supplements thereto, in connection with the sale of each series of Obligations; and to sign and deliver the official statements.

The Fiscal Officer is further authorized and directed, on behalf of the University, and in his official capacity, to sign and deliver such certificates in connection with the accuracy of the preliminary official and the final official statements and any supplements thereto as may, in his judgment, be necessary or appropriate.

## **Section 6. Allocation of Proceeds of the Obligations**

(a) Allocation. All of the proceeds from the sale of the Obligations shall be received and receipted for by the Fiscal Officer or by his authorized representative for that purpose, and shall be allocated, deposited and credited as follows:

(i) To the Bond Service Account in the Bond Service Fund, any portion of the proceeds representing accrued interest and premium, if any;

(ii) To the 2010 University Facilities Project Fund (the 2010 Project Fund), hereby established, the balance of the proceeds, to be applied to pay costs of the Master Plan Projects as determined by the Fiscal Officer and as described in the preambles; and

(iii) To pay the costs of the issuance.

(b) 2010 Project Fund.

(i) The 2010 Project Fund shall be held by the University in a separate deposit account or accounts (except when invested as provided below) set up in a bank or banks that are members of the Federal Deposit Insurance Corporation, and used to pay costs of the Series 2010 University Facilities Project that constitute "costs of education facilities" or "costs of auxiliary facilities" as defined in the Act (Project Costs).

(ii) The Fiscal Officer shall apply the 2010 Project Fund pursuant to the provisions of this Section 6 to the payment of the Project Costs, including, without limitation, the reimbursement of the University for moneys heretofore advanced to pay Project Costs in anticipation of the issuance of the Obligations.

(iii) Moneys to the credit of the 2010 Project Fund, pending their application as above set forth, shall be subject to a lien and charge in favor of the holders of the Obligations, and the University covenants that it will not cause or permit to be paid from the 2010 Project Fund any moneys except in compliance with the provisions of this Resolution, the 2009 Trust Indenture the First Supplemental Trust Indenture and any other supplemental indentures relating to the Obligations.

(iv) Moneys on deposit in the 2010 Project Fund may be invested by or at the direction of the Fiscal Officer in Eligible Investments maturing or redeemable at the option of the holder prior to the time needed for the purposes thereof. The investments and the proceeds of their sale shall constitute part of the 2010 Project Fund, and earnings from any of those investments shall be credited to the 2010 Project Fund. The investments may be sold, exchanged or collected from time to time by or at the direction of the Fiscal Officer.

(v) Any balance remaining in the 2010 Project Fund after the Fiscal Officer has certified to the Trustee that payment of Project Costs has been accomplished or provided for to the satisfaction of the University

shall be deposited in the Bond Service Account and used for payment of principal on the bonds, or expended for costs of University Facilities with the approval of the Board if that payment or expenditure shall not, in the opinion of Bond Counsel to the University, adversely affect the exclusion of interest on the Obligations from gross income for federal income tax purposes.

**Section 7. Tax Covenants; Rebate Fund.**

(a) Covenants. The University hereby covenants that:

(i) It will restrict the use of the proceeds of the Obligations in such manner and to such extent, if any, as may be necessary so that the Obligations will not constitute arbitrage bonds under Section 148 of the Code. The Fiscal Officer, or any other officer of the University having responsibility for the issuance of the Obligations, alone or in conjunction with any other officer or employee of or any consultant to the University, shall give an appropriate certificate of the University, for inclusion in the transcript of proceedings for the Obligations, setting forth the reasonable expectations of the University regarding the amount and use of all the proceeds of the Obligations, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on the Obligations.

(ii) It (a) will take or cause to be taken such actions that may be required of it for the interest on the Obligations to be and remain excluded from gross income for federal income tax purposes, and (b) will not take or authorize to be taken any actions that would adversely affect that exclusion, and that it, or persons acting for it, will, among other acts of compliance, (1) apply the proceeds of the Obligations to the governmental purpose of the borrowing, (2) restrict the yield on investment property acquired with those proceeds, (3) make timely rebate payments to the federal government, (4) maintain books and records and make calculations and reports, and (5) refrain from certain uses of those proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code. The Fiscal Officer and other appropriate officers are authorized and directed to take any and all actions, make calculations and rebate payments to the federal government, and make or give reports and certifications, as may be appropriate to assure such exclusion of that interest.

(b) Rebate Fund. There is hereby created the Series 2010 Obligations Rebate Fund (the Rebate Fund), to be in the custody of the Trustee, which shall be continuously invested in Eligible Investments by the Trustee at the oral direction (confirmed in writing) of the Fiscal Officer. The Rebate Fund shall be held, administered and disposed of in accordance with the provisions of the First Supple-

mental Trust Indenture and any other supplemental indentures relating to the Obligations. Amounts credited to the Rebate Fund are not General Receipts and shall be free and clear of any lien under the First Supplemental Trust Indenture, any supplemental indentures or under the 2009 Trust Indenture.

**Section 8. Insurance; Other Agreements.** If he determines it in the best interest of the University in order to achieve maximum cost savings on the Obligations, the Fiscal Officer may make application for a policy of municipal insurance from the Insurer to insure all or any portion of the Obligations.

The Fiscal Officer is authorized to enter into such agreements and to make such changes to the First Supplemental Trust Indenture and any other supplemental indentures relating to the Obligations and the Bond form as may be required by the Insurer in order to issue said policy.

The Fiscal Officer is further authorized to enter into such agreements and execute such certificates as may be required in connection with the issuance, sale and delivery of the Obligations.

**Section 9. First Supplemental Trust Indenture.** The Chairman of the Board or the President of the University, and the Fiscal Officer, or any one or more of them, are authorized and directed to execute and deliver to the Trustee, in the name of and on behalf of the University, and the Secretary to the Board is authorized and directed to attest, supplemental indentures pursuant to the 2009 Trust Indenture and in connection with the issuance of the Obligations.

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Resolution to Approve  
Amendments to the Centennial Master Plan

**YR 2010-36**

WHEREAS, in April of 2003, Youngstown State University commenced a comprehensive planning process to update the 1984 University Long Range Facilities Development Plan; and

WHEREAS, on March 18, 2005, the Board of Trustees of Youngstown State University endorsed the framework for an updated long range development plan, titled the Centennial Campus Master Plan, a long-term plan for campus construction and facility improvements; and

WHEREAS, on December 13, 2006, the Board of Trustees of Youngstown State University endorsed the implementation of the Centennial Master Plan; and

WHEREAS, the University seeks to update the Centennial Master Plan by amending the Centennial Master Plan as identified in Exhibit K;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby adopt the amendments to the Centennial Master Plan as identified in Exhibit K.

Mr. Meshel reported that the Audit Subcommittee met on December 8, 2009. The subcommittee received a report from Mr. Grilli summarizing the university's financial statements for the years ended June 30, 2008 and June 30, 2009, and the status of the university's Senate Bill 6 ratios. The subcommittee also received a statement of required communications from Crowe Horwath, the university's external auditor. The subcommittee received reports from Packer Thomas, the university's internal auditor, regarding purchase monitoring and possible outsourcing of the payroll function.

Dr. Garg reported that the Investment Subcommittee met on December 8, 2009. The subcommittee received a report from Hartland & Co., the university's investment advisors. The subcommittee authorized a modification to the Hartland contract and agreed to meet again soon to consider modifications to the university asset allocation investment policy.

4. Internal Affairs Committee.

The chairperson noted that the Internal Affairs Committee was recommending four resolutions for adoption by the board. There being no objection thereto, the chairperson declared the following resolutions recommended by the Internal Affairs Committee adopted by general consent:

Resolution to Modify *University Guidebook* Policies

**YR 2010-37**

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 following policies of the *University Guidebook*, shown as Exhibit G, attached hereto, and does hereby rescind the former corresponding policies. A copy of the policy indicating changes to be made is also attached.

Policy No.	<u>Subject</u>
0004.00	Numbering of Policies and Institutional

	Procedures
7002.05	Vacation Leave, Exempted Professional/Administrative Staff & Department Chairpersons
7002.09	Sick Leave
7007.01	Designation of University Holidays
7009.01	Collective Bargaining
7016.01	Multiple-Year Contracts
7020.01	Compensation and Salary Studies
7021.02	Professional/Administrative Staff

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Resolution to Rescind *University Guidebook* Policies

**YR 2010-38**

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 deletion of the following policies of the *University Guidebook*, shown as Exhibit H, attached hereto, and does hereby rescind the former corresponding policies.

Policy No.	<u>Subject</u>
0003.00	Preparation of Policy, Institutional Procedure, and Administrative Procedure Pages
0006.00	Numbering of Divisional Administrative Procedures

\*\*\*

Resolution to Ratify  
Faculty/Staff Appointments

**YR 2010-39**

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

WHEREAS, new appointments have been made subsequent to the September 25, 2009, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 2009-2010 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 I attached hereto.

\*\*\*

Resolution to Rescind  
Awarding Intercollegiate Athletic Broadcast Rights Policy

**YR 2010-40**

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 rescind the Institutional Policy governing Awarding Intercollegiate Athletic Broadcast Rights, policy number 6002.01 of the *University Guidebook*, shown as Exhibit J, attached hereto.

ITEM V – COMMUNICATIONS AND MEMORIALS

Chairperson Schulick thanked the former and current trustees of Youngstown State University for their generosity in assisting with recent upgrades to the Board Room in Tod Hall. Mr. Schulick noted that new chairs were provided by the Gasser Chair company and new window treatments and blinds have been installed. Mr. Schulick thanked President Sweet, Paul McFadden and John Hyden for their assistance with these projects.

ITEM VI – UNFINISHED BUSINESS

The board considered no unfinished business.



ITEM VII – NEW BUSINESS

1. Report of the Presidential Search Advisory Committee.

Chairperson Schulick stated that the board would be entering executive session to discuss the status of the presidential search process. The chairperson recognized Mr. DeJane who moved that the board of trustees enter executive session to consider the appointment, employment and/or compensation of the next president of the university. Mr. Pogue seconded the motion. 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):

Mr. Pogue	YES	Mr. DeJane	YES
Ms. Counts	YES	Mr. Schulick	YES
Dr. Jakubek	YES	Dr. Garg	YES
Mr. Meshel	YES	Mrs. Weimer	YES

The vote being unanimous the trustees entered executive session in the Manchester Room at 3:35 p.m. Present during the executive session were the trustees, the student trustees, Dr. Charles Bunting (via conference telephone until 4:30 p.m.) and the secretary to the board. While in executive session the trustees discussed the status of the presidential search process and had a preliminary discussion of the elements of a presidential employment agreement. The board returned to public session in the Board Room at 4:40 p.m.

Mr. Schulick distributed and read aloud a document entitled, “Report to the Youngstown State University Board of Trustees – Submitted By: Presidential Search Advisory Committee – Scott R. Schulick, Chair – December 16, 2009,” a copy of which is attached to these minutes. The Presidential Search Advisory Committee presents four individuals for consideration by the board as candidates as president of the university:

Dr. Cynthia Anderson	Vice President for Student Affairs Youngstown State University, Youngstown, Ohio
Dr. C. Jack Maynard	Provost and Vice President for Academic Affairs Indiana State University, Terre Haute, Indiana
Dr. Cheryl J. Norton	President Southern Connecticut State University, New Haven, CT
Dr. Aaron Podolefsky	President University of Central Missouri, Warrensburg, Missouri

The chairperson recognized Mr. DeJane who moved the adoption of the following resolution:

Resolution to Accept Report and  
Recommendations of the Presidential Search Advisory Committee

**YR 2010-41**

WHEREAS, on July 14, 2009, under Resolution YR 2010-07, the Board of Trustees of Youngstown State University appointed a Presidential Search Advisory Committee and charged the Committee with task of undertaking an active, national search for a President of the University to succeed Dr. David C. Sweet, who is retiring as President on June 30, 2010; and

WHEREAS, in accordance with the duties assigned to it under Resolution YR 2010-07, the Presidential Search Advisory Committee has completed its search and has submitted its report and recommendations to the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby accepts the report of the Presidential Search Committee and the recommendations contained therein as set forth in Exhibit L.

Ms. Counts seconded the motion. Thereafter the trustees voted without dissent and the chairperson declared the motion carried and the resolution adopted.

ITEM IX – TIME AND PLACE OF UPCOMING REGULAR MEETINGS

Upon motion duly made and seconded, which received the affirmative vote of all trustees present, the trustees resolved to set the following dates and times for the next regular meetings of the board to be held in the Board Room in Tod Hall:

3:00 p.m., Friday, March 12, 2010

3:00 p.m., Friday, June 8, 2010

3:00 p.m., Friday, October 1, 2010

ITEM X – ADJOURNMENT

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 4:48 p.m.

\_\_\_\_\_  
Chairperson

ATTEST:

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

**President's Report  
YSU Board of Trustees  
David C. Sweet  
December 16, 2009**

**HIGHLIGHTS OF THE FALL 2009 SEMESTER**

**COMMENCEMENT DECEMBER 13, 2009**

- **700 students received degrees**
- **Bishop Murry commencement address**
- **Partnership between YSU and Diocese**

**ACADEMIC AND STUDENT INITIATIVES**

- **The Academic Division under the leadership of Provost Khawaja continues to implement the Academic Strategic Plan including:**
  - Vision Statements for the Centers of Excellence.
  - The next stage of planning for the implementation of a university college concept.
  - Today the Board of Trustees will vote to approve a resolution for a management agreement between the Ohio Historical Society and YSU for the Museum of Industry and Labor. This will integrate this facility with the academic programs at YSU.
- **Veterans Affairs—actions to serve those who have served us.**
  - YSU designated a Military Friendly Campus
  - Opened Office of Veterans Affairs
  - Dedicated Armed Forces Boulevard
- **Eastern Gateway Community College**
  - EGCC opened for the Fall Semester. Jefferson County Community College was subsumed into EGCC.
  - The Coordinating Committee comprised of YSU, EGCC, and LCC leadership has met twice this semester.
    - Identified working groups on academic programs and support services.
    - Pleased with the cooperative spirit.

## **CAMPUS PLANNING**

- **Board of Trustees will vote on recommendation to issue up to \$24.5 million in bonds for Phase 2 Centennial Campus Master Plan Projects.**
  - Kilcawley Center
  - WATTS Center
  - Parking facilities
  - Intramural fields
  - STEM building planning
  - Renovations to former Williamson Hall
- **Board of Trustees will vote on resolution to modify the Centennial Campus Master Plan to accommodate:**
  - The development of the Flats at Wick.
  - Retention of existing residential and commercial property proposed for redevelopment of a third dormitory building in the Lyden-Cafaro Quadrangle.
  - The development of the WATTS Center on the current site of the outdoor track.
  - The redevelopment of the current tennis courts to a 175-car parking lot.
  - Relocation of the outdoor track, soccer field, softball diamond, tennis courts, and recreation field to west of Fifth Avenue.
  - Restoration of Wick Pollock Mansion and the removal of the newer addition.
- **AT&T Tower lighting in October.**
- **Topping off of new Williamson College of Business Administration Building.**
- **First tree plantings of the Campus Beautification Initiative.**
- **Selection of architects for Wick Pollock Inn and Kilcawley Student Center projects.**

## **ECONOMIC DEVELOPMENT INITIATIVES**

- **Hub of Innovation and Opportunity.**

## **WELCOME**

- **Kevin Reynolds, Executive Director of Human Resources, who will start in January.**
- **Eric Wolford, new football coach.**

## **GENEROUS SPIRIT OF YSU**

- **YSU United Way Campaign exceeded its \$45,000 goal by 32% and has raised nearly \$60,000 to date.**
- **YSU Toys for Tots—over 900 toys and \$1000 dollars raised at the Holiday Breakfasts.**
- **YSU Annual Fund—Total Faculty/Staff giving, including the Annual Fund is currently \$73,400 for the first six months and is 124% ahead of giving in the first six months of last year.**

**REPORT TO THE YOUNGSTOWN STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Submitted by:**

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE  
SCOTT R. SCHULICK, CHAIR**

**DECEMBER 16, 2009**

The Presidential Search Advisory Committee (PSAC) is pleased to present this report to the Youngstown State University Board of Trustees. We wish to express our gratitude for the trust you placed in the members of the committee to assist the Board with the search process.

The PSAC received the Board of Trustees' charge and convened on July 28, 2009 to organize its work. The initial activity centered on the planning of a site visit by search consultants Dr. Charles I. Bunting, and Dr. Vicki Henderson of the Storbeck, Pimentel search firm. Dr. Bunting and search committee members were present on campus on September 1-2, 2009, and various forums were organized to receive input about Youngstown State University from students, faculty, staff, alumni, retirees and community members. Utilizing the information gathered during the site visit, a "Profile of the Institution and Position" was prepared and adopted at the PSAC meeting on September 22, 2009. The "Profile" was the basis for the development of a position description and announcement placed in national publications such as *The Chronicle for Higher Education*, as well as other national and local print media, websites, and publications. The PSAC met on October 28, 2009 to discuss issues relative to the process and to plan for the review of candidate materials.

Between September and November 2009, the search consultants had contact with approximately 300 individuals who were recruited, nominated or expressed interest in applying for the position. The PSAC began review of nominations and applicants in November 2009. On November 17, 2009, the committee met to review and discuss nominations and applications to determine candidates to be interviewed on December 4-5, 2009 at the Cleveland Renaissance Hotel in downtown Cleveland. Eleven individuals were interviewed. Four individuals were identified to be the most qualified for the position. The search committee, in conjunction with the search firm, began background checks and referencing for the four individual identified for further review by the Board of Trustees.

The PSAC met on December 15, 2009 and confirmed that the four individuals identified warranted further consideration by the Board of Trustees. The PSAC believes that it has followed the instructions it received in its charge to the best of its ability and is pleased to present the following individuals for consideration by the Board of Trustees for the position of President, Youngstown State University:

Dr. Cynthia Anderson	Vice President for Student Affairs Youngstown State University, Youngstown, OH
Dr. C. Jack Maynard	Provost and Vice President for Academic Affairs Indiana State University, Terre Haute, IN
Dr. Cheryl J. Norton	President Southern Connecticut State University, New Haven, CT
Dr. Aaron Podolefsky	President University of Central Missouri Warrensburg, MO

The PSAC recommends that the Board of Trustees identify which candidates it intends to invite for campus interviews, tentatively scheduled to begin the week of January 11, 2010 and continuing through the week of January 25, 2010 if required.

The PSAC will meet next on January 6, 2010.

Respectfully submitted:

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE**

Scott R. Schulick  
Chair

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE**

Scott R. Schulick, Chair	-Vice President-Investments, Farmers Trust Company -Chair, YSU Board of Trustees
Donald Cagigas, Vice-Chair	-Retired, Chief Professional Officer, Youngstown/Mahoning Valley United Way -Retired, Chief Executive Officer, Bank One, Youngstown, NA -Former YSU Trustee
Sudershan K. Garg, M.D.	-Blood & Cancer Center, Inc. -Vice Chair, YSU Board of Trustees
Millicent S. Counts	-Executive Director, United Methodist Community Center -YSU Trustee
Harry Meshel	-Former State Senator, President of the Ohio Senate & the Ohio Democratic Party -YSU Trustee
Carole S. Weimer	-Special Education Teacher, Liberty High School -YSU Trustee
Daniel J. DeMaiolo	-Senior, Marketing -YSU Student Trustee
Germaine Bennett	-Retired, Assistant Superintendent for Human Resources & Labor Relations, Youngstown City Schools -President, YSU Alumni Society
Anthony M. Cafaro, Jr.	-Vice President, The Cafaro Company -Vice Chair, Regional Chamber Board of Directors
James W. Cossler	-Chief Executive Officer, Youngstown Business Incubator
The Hon. Diane S.A. Vettori	-Mahoning County Court Judge
Zachary Brown	-President, YSU Student Government
C. Reid Schmutz	-President, Youngstown State University Foundation
Dr. Peter J. Kasvinsky	-Dean, YSU Graduate Studies & Research
Dr. Sunil Ahuja	- Acting Chair of History and Associate Professor of Political Science; American Council on Education Fellow

Page 4  
PSAC Report

Dr. Nancy White	-Professor, YSU Psychology Department -President, YSU-OEA
Dr. Chester R. Cooper	-Professor, YSU Biological Sciences Department -President, YSU Academic Senate
Dr. William C. Binning	-Professor Emeritus & Interim Chair, YSU Political Science Department
Mary I. Slaven	Administrative Assistant, YSU Admissions Office; YSU Residency Officer
Dr. Amy L. Cossentino	-Assistant Director, YSU University Scholars & Honors Program
Philip Hirsch	-Retired, YSU Executive Director of Administrative Services
Hugh G. Earnhart	-YSU Retirees Association -Professor Emeritus, YSU Department of History
Ex-Officio:	
Atty. Franklin S. Bennett, Jr.	-Secretary to the Search Advisory Committee -Secretary to the YSU Board of Trustees -Deputy Legal Counsel, Stifel, Nicolaus & Co.
Marilynn S. Butler	-Administrative Assistant to the Search Advisory Committee -Administrative Assistant, YSU Office of the President



### **Charge to the Presidential Search Advisory Committee**

The Presidential Search Advisory Committee is an advisory committee to the Board of Trustees of Youngstown State University. The selection of the President will be made by the Board of Trustees.

In its work the Presidential Search Advisory Committee shall:

1. Consult with the Board of Trustees regarding desirable qualifications and characteristics of the next President of the University.
2. Work with the search advisory firm selected by the Board, Storbeck/Pimentel & Associates, LLC and consultant Dr. Charles I. Bunting, to create a timetable and process that will permit the selection of the next President not later than the Board of Trustees' meeting to be held March 12, 2010.
3. Work with the search advisory firm selected by the Board of Trustees to search for, evaluate, screen and identify the best qualified candidates for further consideration by the Board, based on the qualifications and characteristics of the next President as may be determined by the Board.
4. Conduct an active, national search to attract highly qualified applicants.
5. Provide the Board of Trustees and University community with regular reports regarding the progress of the search.
6. Not later than January 15, 2010, present to the Board of Trustees, without ranking, no more than five, nor less than three, candidates determined by the Committee to be best qualified to serve as President. The Board of Trustees will determine which of the candidates may be invited to campus for interviews.
7. Conduct the search and applicant review processes in accordance with Ohio's open meeting, public records and ethics laws. The Committee's consideration of individual candidates should be conducted in confidence to the extent permitted by these laws.
8. Youngstown State University is an equal opportunity employer and is committed to diversity in its hiring practices. The Committee will conduct its work in accordance with applicable law and University policy.
9. The Chairperson of the YSU Board of Trustees shall be the chair of the Presidential Search Advisory Committee and shall be the official and only spokesperson for the Committee.

# Youngstown STATE UNIVERSITY

## **Profile of the Institution and Position**

The Youngstown State University (YSU) Board of Trustees invites applications and nominations for the position of President. Over the past decade, YSU has broadened and diversified its programs and services, strengthened its enrollment and fundraising, and expanded its partnership role with the city of Youngstown and the Mahoning Valley region, as well as reaching out to its alumni worldwide. Building on this solid foundation, the next decade promises to be dynamic and change-oriented, with new opportunities to enhance its undergraduate programs, to build and expand graduate programs, to further develop its role in research and development, to strengthen its global partnerships, and to play new leadership roles in the education and economic lives of its community and region. The Board seeks a dynamic, energetic, and visionary leader to work closely with the entire University community to more fully achieve its mission and potential, emphasizing a creative, integrated approach to education, scholarship, and service.

### **History and Overview**

The University's origins trace back to 1908, when the local branch of the YMCA established a school of law within the Youngstown Association School. Thirteen years after its founding the school changed its name to Youngstown Institute of Technology. Two years later, the school relocated and in 1928 changed its name again to Youngstown College. The name of the school then changed twice: in 1955 to Youngstown University, and in 1967, it became part of the state system as Youngstown State University.

Youngstown State University has blossomed into a vital institution of higher learning, impacting the lives and fulfilling the dreams of tens of thousands of individuals and families across Northeast Ohio, Western Pennsylvania and beyond. Throughout its history, the institution has maintained strong community support, both in Youngstown and throughout the Mahoning Valley, and has become a central and crucial part of the present and future of the city of Youngstown. That support has never been more evident than in its recent Centennial Campaign, discussed in greater detail below. The University has more than 88,000 alumni worldwide.

**Mission.** *Youngstown State University—an urban research university—emphasizes a creative, integrated approach to education, scholarship, and service. The University places students at its center; leads in the discovery, dissemination, and application of knowledge; advances civic, scientific, and technological development; and fosters collaboration to enrich the region and the world.*

*The University:*

- *Creates diverse educational experiences that develop ethical, intellectually curious students who are invested in their communities;*
- *Provides access to a broad range of undergraduate programs;*
- *Offers graduate programs in selected areas of excellence, including those that meet the needs of the region;*
- *Supports economic development through applied learning and research;*
- *Integrates teaching and learning, scholarship, and civic engagement;*
- *Fosters understanding of diversity, sustainability, and global perspectives; and*
- *Advances the intellectual and cultural life of the city, region, and world.*

**Vision.** *Youngstown State University will become a national model for university-community engagement that enhances teaching and learning, student and faculty research, and community well-being. The University will expand its regionally focused mission to include national and international emphases, while working with other colleges and universities, business and industry, and the K-12 community to stimulate the economic, technological, and cultural rebirth of Ohio.*

**Governance.** Youngstown State is a part of the University System of Ohio which consists of 13 public university campuses, one independent medical college, 24 regional branch campuses, and 23 community colleges, as well as adult literacy and adult workforce centers. The University System of Ohio is led by Chancellor Eric Fingerhut, and a nine-member Board of Regents serves as an advisory board to the chancellor. YSU is governed by a Board of eleven trustees who are appointed by the Governor with the advice and consent of the Senate. Two of the trustees are students at YSU. The Board maintains four committees: Academic and Student Affairs, External Relations, Finance and Facilities, and Internal Affairs.

As part of the *Ohio Strategic Plan for Higher Education 2008-2017*, Youngstown State University has been named by the Ohio Board of Regents as one of seven “urban research institutions.” Ohio’s urban research universities constitute a significant foundation for economic development and have evolved with their cities. Youngstown State must provide the Youngstown area with the talent and research base for the growth of new companies and industries to replace those that have been lost to a changing economy. With the expansion of community college education in the region, YSU will be

better able to focus on its indispensable role in the economic rebirth of the Mahoning Valley. The state will encourage this role by authorizing and supporting undergraduate and graduate programs that focus on quality and relevance to economic rebirth. To view the Ohio Strategic Plan for Higher Education 2008-2017, please visit <http://www.uso.edu/strategicplan/downloads/documents/strategicPlan/USOStrategicPlan.pdf>

**Enrollment.** Youngstown State University has experienced a period of substantial growth in enrollment, and in the fall of 2009, experienced a 7.1 percent increase over 2008, with a current enrollment of approximately 14,600 students. In 2000, enrollment was at 11,787, and since that time has grown by nearly 25 percent, the highest rate of growth among Ohio's state universities during that period.

**Academics.** YSU offers over 100 undergraduate majors, including certificates, associate, and bachelor's degrees, 35 master's programs, and doctorates in educational leadership and physical therapy. The University offers distinctive honors programs for its students, described below. YSU is a member of the Northeast Ohio Universities College of Medicine and Pharmacy (NEOUCOMP), which offers an accelerated six-year B.S./M.D. The academic program includes six colleges and the School of Graduate Studies and Research. As called for in the state's 10-year strategic plan for Higher Education, YSU has named four Centers of Excellence: Materials Science and Engineering, Applied Chemical Biology, International Business, and the Rich Center of Excellence for the Study of Autism. These Centers were formed under a resolution approved by the Board of Trustees in June of 2009. The academic strategic plan 2007-2013 is available for review at [http://www.ysu.edu/provost/communications/Academic Strategic Plan Final 6-20-07.pdf](http://www.ysu.edu/provost/communications/Academic%20Strategic%20Plan%20Final%206-20-07.pdf).

For additional information on the Colleges, please view the following:

Beeghly College of Education - <http://www.coe.ysu.edu/>  
Bitonte College of Health & Human Services - <http://bchhs.ysu.edu/>  
College of Fine & Performing Arts - <http://www.fpa.ysu.edu/index.shtml>  
College of Liberal Arts and Social Sciences - <http://www.ysu.edu/class/>  
College of Science, Technology, Engineering, and Mathematics - <http://stem.ysu.edu/>  
School of Graduate Studies & Research - <http://www.ysu.edu/gradschool/>  
Williamson College of Business Administration - <http://www.ysu.edu/williamson/>

YSU completed a two-year self-study, and a site visit was conducted by the Higher Learning Commission in February 2008, with continuing accreditation granted by the Commission. To view the self-study and site-team report visit <http://www.ysu.edu/accreditation/>. The University has received accreditation for a broad range of programs including Business (AACSB), Art (NASAD), Engineering (ABET), and Education (NCATE). For a full list of accredited programs, visit <http://www.ysu.edu/institutional-research/Accreditations2007.pdf>.

*Students.* The Fall 2009 enrollments include approximately 12,000 undergraduates and 2,600 graduate students. Minority student enrollments have reached an all-time high in the Fall of 2009 and represent 19.6 percent of the total student population. An additional one percent of total enrollments are international students. Non-traditional students comprise 30 percent of the undergraduate population at YSU with approximately 3,000 on campus. While YSU serves a large number of commuter students, roughly 10 percent of students live in campus or campus-related housing. The University offers a number of attractive housing options including the Lyden, Kilcawley, Weller, and Wick Houses as well as the University Courtyard Apartments. In addition, students in the University Scholars program, Honors, Emerging Leaders Community, and B.S./M.D. reside in the Cafaro House.

Admission to the Leslie H. Cochran University Scholars program is the most prestigious award offered by YSU, with Scholars receiving a full scholarship including tuition, room and board, and a textbook allowance for four years. Besides challenging honors coursework and a final honors thesis, students in the program provide the community with 60 hours of service each year. The program, now in its seventeenth year, awards 40 new scholarships annually.

The Andrews Student Recreation and Wellness Center opened in the Fall of 2005, offering a wide variety of exercise and fitness equipment. Youngstown students can become involved in over 40 intramural sports each year and participate in recreational programs, events, and clinics ranging from cardio kickboxing to ultimate Frisbee.

Students are encouraged to become involved in a broad range of students organizations, service projects, and philanthropic projects, as well as student government, the *Jambar* student newspaper, and Greek Life. Many of the institution's student organizations forge partnerships with local businesses and offer students an opportunity to gain real-world experiences.

Students, through the Center for International Studies and Programs, also have several opportunities to gain international exposure through studying abroad or through many faculty-led study tours throughout the world.

The Marion G. Resch Center for Student Progress cultivates student success by offering a variety of services including free tutoring, supplemental instruction, and peer mentoring among other opportunities for academic growth.

**Faculty.** In the fall of 2009, YSU employs 409 full-time faculty members, including 34% full professors, 25% associate professors, 30% assistant professors, and 11% instructors. Additionally, there are 36 departmental chairpersons who are half-time faculty and half-time administrators. Faculty members are committed to the success of students and are actively engaged in research. YSU faculty was awarded \$11.68 million in external grants and contracts in 2008-2009, an increase of 72 percent over the previous year's record total of \$6.8 million. Of this total, \$9.4 million was awarded through competitive applications and \$2.2 million through congressional appropriations. The average class size is 22 in lecture classes and 10 in labs with an overall student to faculty ratio of 19:1.

**Academic and Classified Staff.** Youngstown's academic and classified staff includes 668 full-time and 97 part-time employees. They are distinguished by their dedication and loyalty to the institution's mission and students and are critical to the overall success of the institution and of individual students. They recruit, advise, register, employ, lead, and engage students outside the classroom. They provide the needed resources and support that enable the more visible parts of the campus to function effectively.

In addition to approximately 200 exempt staff, other YSU employees are represented by four unions. YSU service employees are represented by YSU-FOP (police officer and dispatchers) and YSU-ACE (all other staff classifications). The professional/administrative employees are represented by YSU-APAS, and the faculty union is YSU-OEA. In addition to the progress described above in achieving greater diversity within its student body, YSU also has made considerable strides increasing the diversity of its faculty and staff during this decade.

**Athletics.** Youngstown State University is an NCAA Division I School. The football team, which has a proud history of having won four national championships within its division in the 1990's, is in the Missouri Valley Football Conference and the NCAA's Football Championship Subdivision (formerly Division I-AA); other teams compete in the Horizon League. Men's sports include baseball, basketball, cross country, football, golf, tennis, and track and field. Women's sports include basketball, cross country, golf, soccer, softball, swimming and diving, tennis, track and field, and volleyball. The teams are supported by a spirit squad, which includes a cheerleading squad, a marching band, and a majorette squad. The team mascot is the Penguin.

YSU student-athletes also excel in the classroom. During the 2008-09 academic year, 88 student-athletes earned a perfect 4.0 grade-point average. More than fifty percent received at least a 3.0 GPA.

**Budget.** The Fiscal Year 2010 operating budget of \$169,103,000 is \$2.52 million higher than the FY 2009 operating budget. The General Fund budget increased by \$2.1 million or 1.4% and the Auxiliaries budget increased by \$421,000 or 2.3%. The State of Ohio appropriations make up 33.4 percent of the General Budget. For the five-year period of FY06 to FY10, YSU's state funding has increased by 11.5 percent. To view the 2010 budget, visit <http://www.ysu.edu/vpadmin/budgetdocs/FY10BudgetDocument.pdf>.

**Facilities.** The YSU campus has a park-like central core ringed by classroom and administrative buildings, many of which have been constructed in the past twenty-five years. The university also maintains historic buildings such as Jones Hall, a limestone structure built in 1931. While YSU is an urban institution, the campus does not fit the mold of a city university, providing an aesthetic and peaceful setting and a wide variety of trees and plant life. Construction is currently underway for the state-of-the-art \$34.3 million, 110,000-square-foot Williamson College of Business Administration building, which will house classroom and laboratory facilities. The facility is scheduled to open for fall 2010 classes and will connect the college and the university to the downtown Youngstown business district.

YSU recently installed a \$1.5 million comprehensive campus communication and alarm system to enhance student and campus safety. The Board approved bond financing for Centennial Master Plan Projects, and Phase I financing of \$22.6 million was obtained. To view the Centennial Master Plan, visit <http://cfweb.cc.ysu.edu/psi/pdf%20files/cmp/1-Centennial%20Campus%20Master%20Plan.pdf>.

The McDonough Museum of Art, located on the YSU campus, is a division of the College of Fine and Performing Arts. It opened its doors to the public in 1991 and has grown to become a vital center for contemporary art, education and community serving both the University and region. The Museum exhibits the work of national and international artists as well as Department of Art faculty and students.

As is the case on many campuses today, there is a growing movement toward sustainability on the Youngstown campus. YSU currently recycles 45% of its trash stream, has led the state with its dining hall composting efforts, and works closely with the county on its initiatives. The new Williamson College of Business building is designed in line with standards of the Leadership in Energy and Environmental Design (LEED) U.S. Green Building Council Rating System.

**Fundraising.** The University recently celebrated 100 years of service, a centennial that included a highly successful advancement campaign. With an original goal of \$43 million, the Centennial Campaign in fact has exceeded \$50 million. The campaign goals included endowed undergraduate and graduate scholarships, college and programmatic endowments, capital improvements, including major support for the new Warren P. Williamson Jr. College of Business Administration Building, currently under construction, support for engineering and science laboratories and an athletics indoor practice facility, and support for the Annual Fund.

For the second year in a row, the YSU annual fund raised more than \$1 million in contributions at a time when many universities have experienced significant declines. During fiscal year 2008-2009, contributions totaled \$4.765 million. Recently, the Kresge Foundation issued a challenge grant for \$1.2 million if the University raises \$2.4 million by December 31, 2009. This grant will help the University reach its philanthropic goal for the Williamson College of Business Administration facility currently under construction.

The YSU Foundation, an independent 501 (c)(3) organization with a separate governing board, had assets of \$150 million on August 31, 2009. The Foundation distributes more than \$6 million annually from more than 400 endowment funds for various academic purposes, primarily scholarships.

**The Youngstown Region.** Youngstown is located in northeastern Ohio along the Mahoning River, 65 miles southeast of Cleveland and 61 miles northwest of Pittsburgh, allowing residents to travel between 60 and 90 minutes to reach larger metropolitan areas and their international airports. Youngstown serves as the county seat of Mahoning County, but both are just a portion of the rich tapestry that is the Mahoning Valley region which includes Trumbull County and its county seat, Warren, as well as Columbiana County. The region's MSA represents a population of more than 600,000.

While the Youngstown Region is a short drive from two major metropolitan areas, the region offers a multitude of reasons for people to look no further than their back yard. This area boasts an affordable cost of living and one of the country's most affordable housing markets. It's always changing for the better and is rich in business opportunities, talented young people and culture.

In August 2009, *Entrepreneur* magazine named the Youngstown/Warren area among the top 10 places to start a business. Factors in ranking Youngstown so high include young, dynamic civic leaders and exciting and thriving tech ventures like Turning Technologies and the Youngstown Business Incubator. But the area is not resting on its laurels where this is concerned. Leaders are in the process of developing a business incubator in Warren, as well. Additionally, programs like YSU's Grow Home and the Regional Chamber's Regional Entrepreneurial Assistance Channel (REACH) of the Mahoning



Valley have been established to encourage young professionals to call the Youngstown region home after graduation and to invest their time, energy and ideas here. REACH and other similar programs are designed to assist entrepreneurs in the creation, fine-tuning and realization of business plans, all to increase the economic vitality and diversity of the region.

Cultural diversity, on the other hand, has never been in short supply in the region and is fed by the spirit and energy of our people. Youngstown offers a broad array of entertainment at venues such as the DeYor Performing Arts Center, Stambaugh Auditorium, Packard Music Hall, the Covelli Centre and the Warren Amphitheater. DeYor Performing Arts Center houses the Youngstown Symphony Orchestra, which has contributed to the musical and educational life of the Mahoning Valley for 82 years. Stambaugh Auditorium and Packard Music Hall also host numerous musical and cultural events throughout the year. The Youngstown Playhouse, a community theater, performs a variety of plays and musicals year-round and has been active for more than 80 years. The Covelli Centre attracts a broad range of popular musical acts and performers, including Kelly Clarkson, Disney on Ice, the Trans-Siberian Orchestra and Circ de Sole, and is home to the Youngstown Phantoms, a United States Hockey League team. In the summer, residents can enjoy outdoor movies and concerts at the Warren Amphitheater.

This region is also fortunate to have a multitude of cultural centers, such as the Butler Institute of American Art, located immediately adjacent to the YSU campus. At 90 years old, the museum was the country's first dedicated to American art and makes its extensive collection free to the public. Other museums offer a look at the rich history of the area, including the steel industry, with extensive collections on display at the Arms Family Museum of Local History, the Youngstown Historical Center of Industry and Labor, the National Packard Museum and the Sutliff Museum in Warren. Children of all ages will enjoy the Children's Center for Science and Technology, offering hands-on educational exhibits and interactive activities. For the outdoor enthusiasts, Mill Creek Park encompasses approximately 3,000 acres and 15 miles of trails. Its attractions include gardens, streams, lakes, woodlands, meadows and wildlife. A bike trail links Mahoning and Trumbull counties, and serious cyclists can ride the trail from Trumbull County north to Lake Erie.

Residents of the region are sports enthusiasts, and they have a variety of offerings to choose from. In addition to the Youngstown Phantoms, the region is home to a Cleveland Indians farm team, the Mahoning Valley Scrappers. A short drive to Cleveland or Pittsburgh for major league baseball, NFL, NBA or NHL games is also convenient and easy from the Mahoning Valley.

The Youngstown region also provides residents access to some of the country's best health care. Local hospital systems Humility of Mary Health Partners and Forum Health

have several facilities in the region, many of which receive top ratings for patient care. Akron Children's Hospital also has a local branch in the Youngstown region, and we are a quick drive to the internationally renowned Cleveland Clinic system.

For additional information on the Youngstown region, visit [www.regionalchamber.com](http://www.regionalchamber.com)

### **Challenges and Opportunities**

Youngstown State University is a dynamic, vital institution that has built a strong foundation as a university with a commitment to its students as the center of all activities, to quality teaching and learning, and to serving its community and region. YSU will need to address both opportunities and challenges as it seeks to further strengthen these dimensions of its mission while also pursuing its additional identity as an urban research university, as incorporated in the state plan. Several challenges and opportunities that may particularly relate to the leadership role of the next President are listed below:

- **Envisioning the Future.** YSU is at a strategic point in its history, seeking to strengthen its programs and services by adding the dimension of "urban research" to its ongoing mission of teaching, learning, and service. In accord with new directions in state policy, it will have an unprecedented opportunity to build and expand graduate-level programs and "centers of excellence." The University also will need to respond to the shift in state policies emphasizing graduation rates, student success, and the institution's impact on the state's economy, based on research and scholarship contributions. Additionally, its near and longer-term future will be impacted by the establishment of new public two-year programs in its region. The University has benefited in the past from broadly-based and inclusive strategic planning. The new President will have the opportunity, working with the YSU community, to lead a renewed visioning and planning initiative at an institution poised to both chart new directions and reaffirm existing commitments.
- **Educational Leadership—Internal.** The University will have the opportunity (and challenge) to "step up" to major academic improvements over the next several years, including among others: achieving the proper balance between its interrelated teaching and research missions; selectively building or expanding graduate programs; strengthening the STEM College (Science, Technology, Engineering, and Mathematics), business incubator, and other initiatives responding to both student and regional economic needs; strengthening the utilization of new technologies throughout the academic sector; expanding international and global opportunities for students; and achieving the full promise of the University College and the goals of assuring student success.

- **Educational Leadership--External.** The “landscape” for education is undergoing significant change both in the state of Ohio and in the Mahoning Valley, including new policies and initiatives at the Board of Regents level and the introduction of a new community college in the Youngstown region. The new President will have the opportunity to play a key leadership role for both the University and the local region, clarifying and strengthening roles and missions and establishing collaborative relationships. At the state level, the new President has the opportunity to represent the needs of YSU and to have an even broader impact on emerging policies within Ohio’s system of P-16 education. More than ever, the President will need to serve as the University’s ambassador and champion.
- **Finances and Fundraising.** YSU is now completing a capital campaign that has exceeded its original goal and has attained more than \$50 million in gifts and pledges; additionally, the University has attracted targeted federal funding for its research and development initiatives responsive to local needs. Indeed, YSU has strengthened its finances and resources over the past decade with respect to its operating budgets, endowment, and facilities. With growth and progress, however, come new fiscal and investment challenges, including declining state revenues and the related pressures on student tuition and fees. Key to the success of the next President will be developing new strategies to diversify and increase revenue streams, including maximizing both state and federal support and further strengthening fundraising. Fundraising and resource development will continue to be priorities for both the University and the next President. Finally, the University would benefit from “strategic budgeting,” whereby resources and budgeting are linked to goal-setting and planning for future programs and services.
- **Strengthening Diversity.** YSU has made significant gains toward its diversity goals in recent years, including achieving a historic high of nearly twenty percent of its student body drawn from minority populations in the Fall of 2009, and quite significant increases as well among full-time faculty and staff during this decade. Nonetheless, to more fully realize its aspirations as a diverse learning community, the University recognizes that it must further increase the racial and ethnic diversity of its student body, faculty, and staff. The next President will need to further build the University’s commitment to diversity at all these levels.
- **Revisiting Enrollment Management.** YSU has achieved historic highs in student enrollments over the past several years, but new challenges will face the University. These include the projected demographic decline in traditional college-age population, the continuing economic challenges facing this region and the state as a whole, and the pressures on families and individuals resulting from reduced state support and resulting higher tuition and fee levels. Additionally, in

the short run enrollments may be challenged by the establishment of the new community college.

- **Strengthening YSU "Community" From Within.** YSU's faculty and staff contribute to and benefit from a workplace culture of shared commitment to students and to the institution's key role in the wider community and region. As the University continues to grow and evolve, it will be important to find new ways to assure and strengthen effective communications, internal consultation and collaboration, and professional development among all of its participants.

### Position and Qualifications

Youngstown State University is a dynamic institution prepared to move to the next level of distinction, and the new President will have the opportunity to have a significant impact on the lives of thousands of students, in the roles and contributions of dedicated staff and faculty, and in the future of a significant urban community and its surrounding region.

As the leader and chief administrator of Youngstown State University, the President exercises broad responsibilities for all aspects of the academic, student, financial, development and administrative dimensions of the institution and reports to the Board of Trustees. The President must inspire and guide all members of the academic community. Presidential leadership calls for the incumbent to demonstrate wide latitude in judgment and action.

Among other responsibilities, the President: serves as the chief executive officer; exercises accessible and engaged leadership with individuals and groups by means of visibility and involvement, both on the campus and in the community; represents and advocates on behalf of the University and its mission; develops institutional budget requests and oversees financial operations; exercises leadership in overseeing, developing, and strengthening existing academic programs and student services while fostering the creation of new programs; builds and guides an effective leadership team among senior administrative officers and staff; supports and provides leadership for affirmative action and for the achievement of full diversity; works constructively and cooperatively with leaders of campus bargaining units; exercises leadership in fundraising and works directly with internal and external groups and organizations in order to gain financial and other resource support; represents YSU in the community, region, and state and actively promotes mutually beneficial university-community relations; works to further the stated goals and plans of the Board of Trustees and Youngstown State University.

The ideal candidate for the Presidency of Youngstown State University will have the following professional qualifications and personal characteristics:

*Professional Qualifications:*

- The experience, credentials, and other qualifications sufficient to lead, inspire and earn the respect of the broad academic community;
- The demonstrated ability to lead a complex organization in a period of change and new opportunity;
- The ability to work effectively with, and be accessible to, all members of the university community—to listen, to engage, and to foster individual and community-wide development;
- Prior experience with, and commitment to, strengthening academic excellence, and an understanding of the importance of, and the relationship between, high-quality teaching, scholarship/research, and service;
- The ability and expertise to act as the spokesperson for YSU and to articulate the University's mission and programs with prospective donors, public officials, corporate leaders, and other friends of the University – locally, regionally, within the state, nationally and internationally;
- A commitment to and demonstrable experience with fundraising, development activities, and relationship building;
- An understanding of the value of technology and its role in learning;
- Demonstrated ability to manage the fiscal resources of a complex organization; a commitment to maintaining the fiscal soundness of the university;
- An understanding of and respect for working in a collective bargaining environment, and compliance with collective bargaining contracts;
- A personal commitment to local community involvement and the ability to motivate others within the University to continue and enhance their engagement with the community;
- A demonstrated commitment to promote diversity in the student body, the faculty, and the staff of the university, and a commitment to the principles of affirmative action;

- An understanding of the role of athletics within a university community;
- The ability to build and sustain a strong leadership team, to attract new members when necessary, to delegate effectively, and to make fair, difficult, and timely decisions; and
- Experience with and capacity to work effectively with a governing board.

*Personal Characteristics:*

- Have high personal integrity and highly ethical standards;
- Be visionary and creative;
- Have strong interpersonal and communication skills, the ability and desire to interact effectively with faculty, staff, students, and others, and the capacity to be comfortable in a public, highly visible role;
- Have the ability to inspire, motivate and energize others;
- Be committed to collaboration and transparency in interactions and communications; and
- Have the ability to sustain a sense of humor while carrying out the demanding role of a university president.

**Information for Applicants**

The new President's term of service will begin in the summer of 2010. Review of candidates will begin in early fall, and, for optimal consideration, materials should be submitted no later than Thursday, November 12, 2009. Application materials should include a cover letter addressing the attributes noted above, a resume or curriculum vitae, and the names, addresses, emails, and telephone numbers of at least five references which may include among others faculty, students, and community leaders. *Submission of materials as a Microsoft Word attachment is strongly encouraged.* This search is subject to the Ohio Public Records Law.

Chuck Bunting, Consulting Partner, and Vicki Henderson, Senior Associate, of Storbeck/Pimentel & Associates, L.L.C., are assisting the search committee. Questions, requests for information, and all written nominations and applications should be sent by email to: [c.bunting@storbeckpimentel.com](mailto:c.bunting@storbeckpimentel.com) or [v.henderson@storbeckpimentel.com](mailto:v.henderson@storbeckpimentel.com); (610) 572-4296; or directed to:

**Charles I. Bunting  
YSU Presidential Search  
Storbeck/Pimentel & Associates, LLC  
1400 North Providence Road, Suite 6000  
Media, PA 19063**

*Further information about the search and Youngstown State is available at the website:  
[www.yzu.edu/trustees/president2010.shtml](http://www.yzu.edu/trustees/president2010.shtml)*

*YSU is an affirmative action/equal opportunity employer committed to increasing the  
diversity of its faculty, staff, and students.*

## **UNIVERSITY GUIDEBOOK**

### **Title of Policy: Degrees**

Responsible Division/Office: Office of the Provost

Approving Officer: Provost and Vice President for Academic Affairs

*Revision History:* October 1997; November 2009

Resolution Number(s): YR 1998-22; YR 2010-

Board Committee: Academic and Student Affairs

EFFECTIVE DATE: December 16, 2009

Next review: November 2012

**Policy:** The Board of Trustees awards degrees to students who are recommended by the respective dean as having fulfilled the requirements established by the faculty.

### **Parameters:**

- Official diplomas are signed by the Chairperson and Secretary of the Board of Trustees and by the President and Provost/Vice President for Academic Affairs of the University.
- The Seal of the University is affixed to all diplomas.
- The Office of Records is responsible for the development of the listing of graduates appearing in the Commencement Program and for ordering the diplomas awarded.

### **Procedures:**

1. Students shall complete all appropriate materials in the semester in which they plan to graduate.



2. The Office of University Scholars and Honors forwards to the Office of Records the names of the candidates for Scholars and Honors diplomas.
3. Degree completion requirements are verified by the appropriate department chairpersons and deans, and the information is then forwarded to the Office of Records.
4. Only diplomas of candidates who have met all of the academic requirements and financial obligations are forwarded to the appropriate dean for presentation to the graduates.

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

**Subject:** Title of Policy: **Degrees and Certificates**

Responsible Division/Office: Office of the Provost

Approving Officer: Provost and Vice President for Academic Affairs

Revision History: October 1997; November 2009

Resolution Number(s): YR 1998-22; YR 2010-

Board Committee: Academic and Student Affairs

EFFECTIVE DATE: December 16, 2009

Next Review: November 2012

<u>Developed by:</u> William H. Countryman	<u>Authorized by:</u> James J. Scanlon
<u>Title:</u> University Registrar	<u>Title:</u> Provost
<u>Date:</u> October, 1997	<u>Date:</u> March 13, 1998
	<u>EFFECTIVE:</u> March 13, 1998

**Policy:** The Board of Trustees awards ~~certificates and~~ degrees to students who are recommended by the respective dean as having fulfilled the requirements established by the faculty.

~~RESOLUTION NUMBER: YR 1998-22~~

**Parameters:**

- Official diplomas are signed by the Chairperson and Secretary of the Board of Trustees and by the President and Provost/Vice President for Academic Affairs of the University and Provost/Vice President for Academic Affairs of the University.
- The Seal of the University is affixed to all diplomas.
- The Office of Records is responsible for the development of the listing of graduates appearing in the Commencement Program and for ordering the diplomas awarded.

**Procedures:**

1. Students shall complete all appropriate materials in the quarter-semester in which they plan to graduate.

2. The Office of University Scholars and Honors forwards to the Office of Records the names of the candidates for Scholars and Honors diplomas.
3. Degree completion requirements are verified by the appropriate department chairpersons and deans, and the information is then forwarded to the Office of Records.
4. Only diplomas ~~and certificates~~ of candidates who have met all of the academic requirements and financial obligations are forwarded to the appropriate dean for presentation to the graduates.

## **UNIVERSITY GUIDEBOOK**

<b>Title of Policy:</b>	<b>Research, Grants, and Sponsored Programs</b>
Responsible Office:	School of Graduate Studies and Research
Approving Officer:	Provost and Vice President for Academic Affairs
<i>Revision History:</i>	July 1999; November 2009
Resolution Number(s):	YR 2000-3; YR 2010 –
Board Committee:	Academic and Student Affairs
<b>EFFECTIVE DATE:</b>	
Next review:	November 2012

**Policy:** Believing that the quality of education and public service is grounded in scholarship, the University seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.

### **Definitions:**

- “Sponsored Programs” are activities, including research, teaching, training or service programs, substantially funded by agencies external to the University, and which require program technical, administrative, and fiscal accountability.
- “Grants, Contracts, and Cooperative Agreements” are legal instruments governing the administration of sponsored programs.
- “Research” is legally defined as “a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge” [45 CFR 46.102(d)]. It includes internally- and/or externally-sponsored research, or unfunded research, conducted by authorized faculty or staff.

**Parameters:**

- The University, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken *with institutional approval* by faculty and staff, who may be designated as principal investigators (for research projects) or project directors (on other activities).
- University employees or students may not undertake sponsored programs involving University resources unless institutionally authorized to do so.
- The President and the Associate Provost/Dean of Graduate Studies and Research are specifically designated to serve as “Authorized Institutional Officials” with the right to approve sponsored program proposals and agreements.
- The Associate Provost/Dean of Graduate Studies and Research is the University official having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.
- The University Research Council is charged with assisting the Associate Provost/Dean of Graduate Studies and Research in stimulating sponsored program activity. The Executive Director of the Public Service Institute has been assigned the responsibility for coordinating sponsored program activity undertaken by members of the Institute staff.
- All documents, reports, and/or other publications created under University auspices, notwithstanding the source of support, must appropriately acknowledge the University.

**Procedures:**

1. All sponsored programs are initiated by submission of a written proposal, including a properly completed YSU Proposal Submission Form (“Blue Sheet”), identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.
  - Faculty proposals are forwarded by the Principal Investigator/Project Director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project; following their review and approval the proposal is submitted to the Director of Grants and Sponsored Programs for review and submission clearance prior to approval by an Authorized Institutional Official (usually the Associate Provost/Dean of Graduate Studies and Research).

- Public Service Institute staff members' proposals are delivered to the appropriate supervisor and then forwarded to the Executive Director of the Public Service Institute for review and approval prior to submission to the Director of Grants and Sponsored Programs and final approval by an Authorized Institutional Official.
  - Proposals from other areas of the University must be forwarded to the appropriate supervisor and the Provost/Vice President for Academic Affairs or other appropriate Vice President prior to transmittal to the Director of Grants and Sponsored Programs and approval by an Authorized Institutional Official.
2. All sponsored program applications and award agreements must be reviewed by the Director of Grants and Sponsored Programs and approved by an Authorized Institutional Official (usually the Associate Provost/Dean of Graduate Studies and Research) before individuals can accept an award or begin any work.
  3. Information on grants and sponsored programs is available in the *Guide to Sponsored Programs Development*, which is available through the Office of Grants and Sponsored Programs.
  4. Other information on faculty research and related considerations is available in the *Agreement between Youngstown State University and Youngstown State University Chapter of the Ohio Education Association*.

**REDLINE VERSION****UNIVERSITY GUIDEBOOK****Subject Title of Policy:** **Research, Grants, and Sponsored Programs****Responsible Office:** **School of Graduate Studies and Research****Approving Officer:** **Provost and Vice President for Academic Affairs****Revision History:** **July 1999; November 2009****Resolution Number(s):** **YR 2000 – 3; YR 2010 –****Board Committee:** **Academic and Student Affairs****EFFECTIVE DATE:****Next review:** **November 2012****Developed by:** **Peter J. Kasvinsky****Authorized by:** **James J. Seanlon****Title:** **Dean****Title:** **Provost****Date:** **School of Graduate Studies****EFFECTIVE:** **September 10, 1999****Date:** **July, 1999**

**Policy:** Believing that the quality of education and public service is grounded in scholarship, the University seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.

**RESOLUTION NUMBER:** **YR 2000-3****Definitions:**

- “Sponsored Programs” are activities, including research, teaching, training or service programs, substantially funded by agencies external to the University, and which require program technical, administrative, and fiscal accountability.
- “Grants, Contracts, and Cooperative Agreements” are legal instruments governing the administration of sponsored programs.
- “Research” is legally defined as “a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge” [45 CFR 46.102(d)]. It includes internally- and/or externally-sponsored research, or unfunded research, conducted by authorized faculty or staff.

**Parameters:**

- The University, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken *with institutional approval* by faculty and staff, who may be designated as principal investigators (for research projects) or project directors (on other activities).
- University employees or students may not undertake sponsored programs involving University resources unless institutionally authorized to do so.
- The President and the Associate Provost/Dean, ~~School~~ of Graduate Studies and Research, are specifically designated to serve as “Authorized Institutional Officials” with the right to approve sponsored program proposals and agreements.
- The Associate Provost/Dean of Graduate Studies and Research is the University official having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.
- The University Research Council is charged with assisting the Associate Provost/Dean of Graduate Studies and Research in stimulating sponsored program activity. The Executive Director of the Public Service Institute has been assigned the responsibility for coordinating sponsored program activity undertaken by members of the Institute staff.
- All documents, reports, and/or other publications created under University auspices, notwithstanding the source of support, must appropriately acknowledge the University.

**Procedures:**

1. All sponsored programs are initiated by submission of a written proposal, including a properly completed YSU Proposal Submission Form (“Blue Sheet”), identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.
  - Faculty proposals are forwarded by the Principal Investigator/Project Director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project; following their review and approval the proposal is submitted to the Director of Grants and Sponsored Programs for review and submission clearance prior to approval by an Authorized Institutional Official (usually the Associate Provost/Dean of Graduate Studies ~~and Research~~).



- Public Service Institute staff members' proposals are delivered to the appropriate supervisor and then forwarded to the Executive Director of the Public Service Institute for review and approval prior to submission to the Director of Grants and Sponsored Programs and final approval by an Authorized Institutional Official.
  - Proposals from other areas of the University must be forwarded to the appropriate supervisor and the Provost/Vice President for Academic Affairs—or other appropriate Vice President prior to transmittal to the Director of Grants and Sponsored Programs and approval by an Authorized Institutional Official.
2. All sponsored program applications and award agreements must be reviewed by the Director of Grants and Sponsored Programs and approved by an Authorized Institutional Official (usually the Associate Provost/Dean of Graduate Studies and Research) ~~prior to~~ before individuals can accept~~ing~~ an award or begin~~ning~~ any work.
  3. Information on grants and sponsored programs is available in the *Guide to Sponsored Programs Development*, which is available through the Office of Grants and Sponsored Programs.
  4. Other information on faculty research and related considerations is available in the *Agreement between Youngstown State University and Youngstown State University Chapter of the Ohio Education Association*.

## UNIVERSITY GUIDEBOOK

### **Title of Policy: Faculty Rank and Tenure for Designated Administrators**

Responsible Division/Office: Office of the Provost  
Approving Officer: President  
*Revision History:* 1999; Mar 2003; Nov 2009  
Resolution Number(s): YR 1999-90; YR 2003-44; YR 2010-  
Board Committee: Academic & Student Affairs  
EFFECTIVE DATE:  
Next review: November 2012

**Policy:** Appropriate to their academic credentials, experience and position, persons hired to serve as president, provost, vice president, dean, department chair, or other administrative positions may be appointed with earned faculty rank and tenure upon the recommendation of the President to the Board of Trustees for their approval.

#### **Procedures:**

1. If appointment is to be with faculty rank and tenure, the academic credentials of the candidate will be presented to the appropriate department and dean for review. Granting of faculty rank and tenure to designated administrators will normally require that the individual will have earned rank and tenure at a previous institution.
2. The department will prepare a written recommendation regarding the viability of candidate's receipt of faculty rank and tenure. This recommendation will be forwarded to the dean of the college (unless it is for a candidate for the position of dean, in which case the recommendation will be forwarded to the Provost), who will forward the department's and his/her recommendation to the Provost.
3. The Provost will make recommendations to the President on the granting of faculty rank and tenure to candidates for dean, department chair, and other administrative positions. After Steps (1) and (2) are followed, the President will make a recommendation to the Board of Trustees regarding faculty rank and tenure of the candidate for Provost.

4. The President will make recommendations to the Board of Trustees on the granting of rank and tenure for designated administrators to the Board of Trustees (excepting him or herself). The Board of Trustees will exercise final decision-making authority on all of the above recommendations and, as appropriate, on the granting of rank and tenure to the President.
5. The designated administrator will be assigned a faculty base salary after the conferral of tenure. The faculty base salary will be determined based on the following procedure:
  - Faculty salaries at the appointed faculty rank in the appropriate department/college will serve as a guideline.
  - The Provost negotiates the faculty base salary with the hiring authority.
  - The agreed-upon faculty base salary is recorded in the Office of Human Resources and serves as the basis for calculating a faculty salary should the administrator return to faculty status.
  - Each year the faculty base salary is updated based on negotiated annual increases in the Agreement between YSU and the YSU-OEA.
6. Administrators with faculty rank and tenure earned at YSU may return to their faculty position with tenure and at the rank held prior to administrative appointment. The faculty base salary prior to administrative appointment will be adjusted based on negotiated annual increases in the Agreement between YSU and the YSU-OEA.
7. Tenure provisions defined in the YSU/YSU-OEA Agreement current at the time of return or transfer to a full-time faculty position apply. Rank and tenure are not guaranteed for any administrator who has been removed from her or his administrative position for cause.

REDLINE VERSION

UNIVERSITY GUIDEBOOK

**Subject:** Title of Policy: Faculty Rank and Tenure for Designated Administrators

Responsible Division/Office: Office of the Provost

Approving Officer: President

Revision History: 1999; Mar 2003; Nov 2009

Resolution Number(s): YR 1999-90; YR 2003-44; YR 2010-

Board Committee: Academic & Student Affairs Affairs

EFFECTIVE DATE:

Next review: November 2012

<u>Developed by:</u> Tony Atwater	<u>Authorized by:</u> David C. Sweet
<u>Provost and Vice President for</u>	<u>Title:</u> President
<u>Academic Affairs</u>	<u>EFFECTIVE:</u> March 21, 2003
<u>Approved:</u> March 21, 2003	

**Policy:** Appropriate to their academic credentials, experience and position, persons hired to serve as president, provost, vice president, dean, department chair, or other **academic** administrative positions may be appointed with earned faculty rank and tenure upon the recommendation of the President to the Board of Trustees for their approval.

RESOLUTION NUMBER: ~~YR 1999-90; YR 2003-44~~

**Procedures:**

1. If appointment is to be with faculty rank and tenure, the academic credentials of the candidate will be presented to the appropriate department and dean for review. Granting of faculty rank and tenure to designated administrators will normally require that the individual will have earned rank and tenure at a previous institution.
2. The department will prepare a written recommendation regarding the viability of candidate's receipt of faculty rank and tenure. This recommendation will be forwarded to the dean of the college (unless it is for a candidate for the position of dean, in which case the recommendation will be forwarded to the Provost), who will forward the department's and his/her recommendation to the Provost.

3. The Provost will make recommendations to the President on the granting of faculty rank and tenure to candidates for dean, department chair, and other administrative positions. After Steps (1) and (2) are followed, the President will make a recommendation to the Board of Trustees regarding faculty rank and tenure of the candidate for Provost.
4. The President will make recommendations to the Board of Trustees on the granting of rank and tenure for designated administrators to the Board of Trustees (excepting him or herself). The Board of Trustees will exercise final decision-making authority on all of the above recommendations and, as appropriate, on the granting of rank and tenure to the President.
5. The designated administrator will be assigned a faculty base salary after the conferral of tenure. The faculty base salary will be determined based on the following procedure:
  - Faculty salaries at the appointed faculty rank in the appropriate department/college will serve as a guideline.
  - The Provost negotiates the faculty base salary with the hiring authority.
  - The agreed-upon faculty base salary is recorded in the Office of Human Resources and serves as the basis for calculating a faculty salary should the administrator return to faculty status.
  - Each year the faculty base salary is updated based on negotiated annual increases in the Agreement between YSU and the YSU-OEA.
6. Administrators with faculty rank and tenure earned at YSU may return to their faculty position with tenure and at the rank held prior to administrative appointment. The faculty base salary prior to administrative appointment will be adjusted based on negotiated annual increases in the Agreement between YSU and the YSU-OEA.
7. Tenure provisions defined in the YSU/YSU-OEA Agreement current at the time of return or transfer to a full-time faculty position apply. Rank and tenure are not guaranteed for any administrator who has been removed from her or his administrative position for cause.

**Youngstown** UNIVERSITY GIFTS  
 STATE UNIVERSITY EXECUTIVE SUMMARY  
 JULY-SEPTEMBER 2009

	Number of Gifts	Amount
<b>ALUMNI RELATIONS</b>		
Cash-One Year Single & Joint Members	177	\$5,560.00
Cash-Four Year Single & Joint Members	39	3,540.00
Cash-Single & Joint Life Members	7	2,300.00
\$500 - \$1,000	14	8,500.00
<b>Total Cash</b>	<b>237</b>	<b>\$19,900.00</b>
<b>Total Alumni Relations</b>	<b>237</b>	<b>\$19,900.00</b>
<b>UNIVERSITY DEVELOPMENT</b>		
Centennial Campaign	6	\$65,500.16
<b>Total Centennial Campaign Pledged Cash</b>	<b>6</b>	<b>\$65,500.16</b>
Non-Cash	1	34,350.00
<b>Total Centennial Campaign</b>	<b>7</b>	<b>\$99,850.16</b>
Annual Fund		
\$50,000 - \$99,999	2	148,625.00
\$10,000 - \$49,999	4	82,000.00
\$1,000 - \$9,999	46	132,131.64
\$500 - \$999	15	8,025.24
Below \$500	151	15,047.92
<b>Total Annual Fund Pledged Cash</b>	<b>218</b>	<b>\$385,829.80</b>
Non-Cash	10	11,962.38
<b>Total Annual Fund</b>	<b>228</b>	<b>\$397,792.18</b>
Underwriting	37	11,175.00
<b>Total Underwriting Pledged Cash</b>	<b>37</b>	<b>11,175.00</b>
Non-Cash	3	4,715.00
<b>Total Underwriting</b>	<b>40</b>	<b>15,890.00</b>
<b>Total University Development</b>	<b>275</b>	<b>\$513,532.34</b>
<b>WYSU-FM</b>		
\$1,000 - \$9,999	2	6,744.00
\$500 - \$999	2	1,000.00
Below \$500	304	22,433.00
<b>Total Pledged Cash</b>	<b>308</b>	<b>\$30,177.00</b>
<b>Total WYSU-FM</b>	<b>308</b>	<b>\$30,177.00</b>
<b>TOTAL GIFTS</b>		
<b>Grand Total Gifts</b>	<b>820</b>	<b>\$563,609.34</b>

# Youngstown

STATE UNIVERSITY

## ALUMNI RELATIONS CASH CONTRIBUTIONS BY RANK

### One Year Single and Joint Members

Danny Abraham	Nino DiIullo
Charles Africa	Frank & Mary Kay D'Isa
Susan Agostinelli	John & Jody Donchess
Marsha Ambrozy	Michael Dubrasky
Barbara Anderson	James Farris
Karen Anthony	Jaclyn Ferenczy
Thomas Ash	Robert & Rosemarie Filips
David & Kim Bacchetti	Archie & Angela Finamore
Leila Bahour	Michael Foxman
Eugene Bailey	William Frolund
Richard Baldwin	Joan Fuller
Carl & Sandra Barger	Steve & Jane Furgas
Lucile Bartelmay	Robert Galmish
M. Frank Beck	Brian Gbur
Heidi Behnke	Rebecca Geltz
Susan Bellej	Denise Georgalas
William Bennett	Jennifer Gerbasi
Jane Berry	J. James & Judith Gerlach
Rosemarie Bisignani	Matthew Giannini
Stacy Blasko	Jeff Gorman
Robert Borovitcky	Robert Gorse
Charlene Brandt	Joanne Gross
Mary Brosko	Joseph & Joan Guido
Carol Burke	James Gunyula
Michael Buzulencia	James Guy
Louis Capo	William & Patricia Hamill
Allison Carmichael	Richard Hanni
Jeffrey Carner	Michael Hannum
Thomas & Mary Carney	Timothy Hart
Laurie Carusone	James Harvey
Julie Chandler & Jennifer Cramer	Inez Heal
Phillip & Marilyn Chuey	Glynis Hems
Christopher Ciolli	Shannon Hodge
Sarah Colangelo	Robert Hollinbaugh
Darrell & Karen Combs	David Ingraham
David Combs	Peter Joseph
Mildred Cornicelli	Frank Karlovic
Edward Crepage	William Kasiara
Bonnie Cruickshank	Michael Klapchar
Theodore Cubbison	Elaine Klenotic
Diana Davis	Robert Korenic
Verna DelDuca	Stephen Krumpak
Joanne Diana	James Kuba
James Dicaprio	Linda Lamanna

David & Patricia Leo  
Anthony Leone  
James & Marilyn Leslie  
John Lewis  
John Lightner  
William Livosky  
Kenneth & Beverly Lunn  
Bruce Luntz  
Karen MacDonald  
Joseph & Terry Malys  
Diana Mansfield  
Gilbert Marquis  
John & Sheila Massie  
Joseph Maxin  
David Mayer  
Greg Mazurek  
Patty McCabe  
Ann McGearry  
James McGiffin  
Michael & Denise McKee  
Martha Menk  
Charles & Monica Merrell  
Pamela Mihalik  
Richard Mooney  
Carl & Patricia Morell  
Michael Muder  
Andrea Neuman  
Paul O'Connor  
Diane Oliva  
David O'Reilly  
John & Margaret Pierson  
Joyce Pogany  
Stephen Poling  
Maria Ponzi  
Linda Porter  
C. Powell  
Gary Rauschenberg  
Thomas Reebel  
Diane Reinke  
Ralph & Christine Ricci  
William Richardson  
Kathy Ritzler  
Donald Roberts  
Daniel Rose

Rebecca Royer  
Marie Rubino  
Ernie & Judith Ruby  
Nancy Ruggieri  
Jessica Sacco  
Clare Salata  
Charles Sammarone  
Richard Sandy  
Mary Sartori  
Richard Sawicki  
Elaine Scheel  
David Seery  
Howard Seidel  
Robert Senich  
Justin Sharp  
Matthew Shaw  
Peter & Stephanie Sicafuse  
Richard Sobotka  
Niki Stamos  
Richard & Rhonda Steigerwald  
Thomas & Sandra Stephenson  
Richard Sternagel  
Mattie Stevens  
James & Angela Stille  
Norman & Anita Stothard  
Bruce Stroney  
Frances Stuber  
Florence Swierz  
Paul Takacs  
Anne Trefethern  
Bruce Tropea  
Chiu-Ching Tsang  
Norma Udell  
Victor Ugran  
Joseph & Christine Vince  
Josephine Virgalitte  
James & Marsha Walkama  
Daniel Wargo  
Herbert Williams  
Roy Yancey  
Edward Yatsco  
William Young  
Florence Yuhas  
Stella Zone

**Total One Year Single and Joint Members:**

**\$5,560.00**



**Four Year Single and Joint Members**

Ronald & Gayle Anderson  
 Roger & Gail Blevins  
 Philip & Rita Bova  
 Barbara Burney  
 Henry Cardillo  
 Dominic Chick  
 Thomas & Helen Dailey  
 Vincent D'Egidio  
 Susan Desko  
 Ernest DiRenzo  
 Christopher Duncan  
 Daniel & Angela Evans  
 G. Taylor & Peggy Evans  
 David & Susan Francis  
 Marta Gudz  
 David & Ruth Herbert  
 Nicole Hively  
 Alan & June Kretzer  
 Sotiria Lambis  
 Douglas & Linda Lammert

Bruce & Beverly Laraway  
 Pat & Deborah Lucia  
 Kelly Lyons  
 Rachael McLaughlin  
 Daniel Nagy  
 Grace O'Connor  
 Edward Rance  
 Timothy Richards  
 David Rickert  
 Raymond Royer  
 Ray Rubrake  
 Shari Ruppel  
 Theodore Stazak  
 Jay Stein  
 William & JoAnn Sweeney  
 Peter & Jeanette Truog  
 Lessie Ward  
 J. Robert Wright  
 Janet Yaniglos

**Total Four Year Single and Joint Members:      \$3,540.00**

**Single and Joint Life Members**

Carol Baird  
 William & Carol Cafaro  
 Terry Cresanto  
 Jay Jolley

Patrick Scullin  
 David & Nancy Stewart  
 Janice Tattrie

**Total Single and Joint Life Members:      \$2,300.00**

***YSU Circle - \$500-\$1,000***

Central System Manufacturing  
 Diamond Steel  
 The Garvey Corporation  
 Atty. Dennis & Jan Haines  
 Hynes Industries  
 Dave Mosure  
 National City

Niles Manufacturing  
 P. I. & I. Motor Express  
 Mary B. Smith  
 Helen Stambaugh  
 Barbara Tinkham  
 Frank & Norma Watson  
 YSU Alumni – Arizona Chapter

**Total Cash Contributions:      \$8,500.00**

# Youngstown

STATE UNIVERSITY

## UNIVERSITY DEVELOPMENT PLEGGED CASH CONTRIBUTIONS BY RANK

### CENTENNIAL CAMPAIGN

Ms. Joy S. Cushwa  
Mr. Keith Dunchak  
Samuel H. & Maria Miller Foundation

Estate of Belle Y. Robins  
Dr. & Mrs. David C. Sweet  
Time Warner Cable

**Total Centennial Campaign Pledged Cash Contributions: \$ 65,500.16**

### CENTENNIAL CAMPAIGN NON-CASH CONTRIBUTIONS

Delphi Corporation                      \$ 34,350.00      Electrical Engineering Test Equipment  
**Total Non-Cash Contributions:      \$ 34,350.00**

### ANNUAL FUND

#### *1908 Society - \$50,000-\$99,999*

Edward W. & Alice R. Powers Trust

Raymond John Wean Foundation

#### *Heritage Society - \$10,000-\$49,999*

M.I. Ali Foundation  
JPMorgan Chase Bank

Dr. & Mrs. Ikram Khawaja  
YSU Foundation

#### *Centennial Club - \$1,000-\$9,999*

Nathalie & James Andrews Foundation  
Mr. & Mrs. Bruce J. Beard  
Dr. & Mrs. Dominic A. Bitonte  
Mr. Thomas A. Bodnovich  
Mr. Bruce M. Burge  
Mr. Craig N. Carlozzi  
Curbstone Coaches, Inc.  
Mr. & Mrs. Rex B. Cyrus  
Dr. Bryan W. DePoy  
Mrs. Mary R. Dimitriou  
Farmers National Bank & Trust Company  
Ms. Jennifer S. Griffin  
Mr. & Mrs. Gene P. Grilli  
Michael & Diane Hrishenko  
Huntington Bank  
Dr. Marleen L. Iannucci  
Islamic Society of Greater Youngstown  
Ms. Holly A. Jacobs  
Mr. Carl T. Jagatich  
Dr. John R. Jakubek

Mr. Douglas A. Kearns  
Albert W. & Adele Krotzer Trust  
Jane F. Lamb Charitable Foundation  
Mr. & Mrs. Anthony J. Lariccia  
Mahoning County Educational Serv. Center  
Dr. & Mrs. Thomas Maraffa  
Ms. Yulanda McCarty-Harris  
Drs. George & Maggie McCloud  
Mountaineer Park, Inc.  
Dr. Pietro J. Pascale  
Mr. & Mrs. Richard R. Peterson  
Mr. Guido Politano, PE  
Charles E. Schell Foundation  
Frances & Lillian Schermer Charitable Trust  
Score Chapter 116  
Dr. & Mrs. Thomas A. Shipka  
Dr. & Mrs. Thomas M. Stephens  
Dr. Susan L. Stevens  
Mr. & Mrs. Ronald A. Strollo

Target  
Jeanne D. Tyler  
UAW Local 1112/BOC Lordstown  
Assembly Company

***YSU Circle - \$500-\$999***

Mr. & Mrs. Michael J. Alexander  
Atty. & Mrs. Franklin S. Bennett, Jr.  
Mr. & Mrs. Dennis D. Bensinger  
Conoco, Inc.  
Dermatology Centre of Northeast Ohio LLC  
Exxon Company  
Mr. & Mrs. Gary D. Ludt  
Mr. Paul J. McFadden

***YSU Friends - \$1-\$499***

Anonymous  
Dr. Alida V. Merlo Ashley  
Mr. & Mrs. John L. Asimakopoulos  
AT&T  
Mr. Nader G. Atway  
Mr. Paul M. Avdey, Jr.  
Dr. Christopher M. Bache  
Mr. & Mrs. David J. Balestrino  
Mr. Joseph A. Balog  
Mrs. Franklin S. Bennett  
Ms. Debra A. Blystone  
Ms. Ana & Mr. James Bobby  
Ms. Jacquelyn W. Brauning  
Ms. Cynthia A. Brunot  
Mr. & Mrs. Ronald Bunofsky  
Ms. Pamela S. Burdman  
Mr. Theodore E. Burke  
Mrs. Linda S. Butcher  
The Butler Institute of American Art  
Mr. Raymond M. Caciaie  
Mr. & Mrs. Anthony M. Cafaro  
Mr. & Mrs. Donald Cagigas  
Mr. Gary R. Camp  
Mr. & Mrs. David B. Carle  
Cassese's MVR, Inc.  
Ms. Lorie L. Ceremuga  
Mr. & Mrs. Daniel Chambers  
Children's Museum of the Valley  
The Cleveland-Cliffs Foundation  
Mr. Wilbur L. Cole  
Mr. James P. Connolly  
Ms. Lori M. Constantini

Mrs. Eleanor Watanakunakorn  
Walter E. & Caroline H. Watson Foundation  
Youngstown Roadrunners Club  
Youngstown Warren Regional Chamber

Mr. Richard M. Murdock  
Dr. David J. Paul  
Mr. Jeremy M. Smith  
Ms. Melinda M. Torres  
Mr. Christopher J. Vecchione  
Dr. & Mrs. Hai S. Wang  
Mr. Mark A. Welton

Ms. Laura E. Cwynar  
Mr. Roger P. Davis  
Dawson Funeral Home  
Ms. Mary Kay E. Domitrovich  
Ms. Jeannine J. Donatelli  
Ms. Eva Doyle  
Dr. Janet E. Durick  
Atty. & Mrs. Paul M. Dutton  
Mr. & Mrs. Robert H. Evans  
Mr. David J. Fabilli  
Jack & Joan Fahey  
Family Service Agency  
Mr. & Mrs. Philip A. Feld  
Ms. Christina L. Fillingier  
Dr. & Mrs. Dennis J. Foreman  
Dr. & Mrs. John W. Galich  
Girard Community Committee, Inc.  
Mr. James H. Glodde  
Ms. Lenora N. Greene  
Greenford Christian Church  
Mr. Jacob A. Guidosh  
Habitat for Humanity of Mahoning County  
Ms. Mary F. Hake  
Ms. Mary E. Hall  
Mr. Rayshon Y. Harris  
Ms. Ruth Harshman &  
Atty. Michael S. Harshman  
Mr. Troy T. Hauck  
Ms. Kristin B. Hawkins  
Highmark  
Mr. & Mrs. David S. Hinkle  
Mr. & Mrs. Thomas H. Hogg

Ms. Elaine A. Jacobs  
Mr. Raymond J. Jaros  
Ms. Julie M. Jones  
Mr. Roy P. Jones  
Mrs. Katherine Kartalis  
Ms. Paula A. Kempe  
Ms. Katherine C. Kennedy  
Ms. M. Chris Khumprakob  
Atty. & Mrs. William J. Kish  
Mr. Lawrence F. Klonowski  
Mrs. F. W. Knecht, III  
Mr. Timothy R. Kopcash  
Dr. Leonard J. Kuzma  
Mr. Michael & Dr. Nancy Landgraff  
Ms. Marlene Landle  
Ms. Gina L. Lariccia  
Mr. James J. Lepore  
Ms. Susan D. Loree  
Ms. Christine M. Maga  
Mahoning Chapter American Red Cross  
Mahoning Valley Historical Society Arms  
Mahoning Youngstown Community  
Action Partnership  
Ms. Jean L. Malandro  
Mr. Reza Marefat  
Ms. Cheryl R. Masek  
Mr. Dominic A. Mastropietro, Jr.  
Dr. & Mrs. Donald H. Mathews, Jr.  
Mr. Robert J. Mazur  
McDonalds - Youngstown  
Mr. & Mrs. Thomas D. McKenney  
Atty. & Mrs. Richard P. McLaughlin  
Mr. Terry McRoberts  
Mr. & Mrs. David S. Mellott  
Meridian Services, Inc.  
Mr. & Mrs. Michael D. Michalojko  
Hon. & Mrs. Robert P. Milich  
National City Bank  
Mr. & Mrs. Michael T. Noday  
Mr. Joseph S. Nohra, Sr.  
Mr. Samuel A. Norling  
Dr. & Mrs. Bernard M. Oakes  
Dr. Valerie M. O'Dell  
Packard Music Hall Foundation  
Mr. & Mrs. Anthony E. Pannunzio  
**Total Cash Contributions:**

Mr. & Mrs. Benjamin Pantalone  
Ms. Melissa A. Papini  
Perficio Micro LLC  
Atty. & Mrs. John L. Pogue  
Potential Development Program, Inc.  
Procter & Gamble  
Mr. & Mrs. Stephen G. Puhalla  
Ms. Anne R. Ralston  
Mr. Russel E. Ricker  
Rio Tinto Minerals  
Mrs. Margarita Santiago  
Ms. Marika E. Sarkos  
Second Harvest Food Bank  
of the Mahoning Valley  
Mrs. Elizabeth J. Secrest  
Mr. Joseph F. Segreti  
Mr. & Mrs. Richard M. Shepas  
Mr. James R. Shurtleff  
Mr. John J. Sirak  
Dr. Homer L. Skinner  
Mrs. Emily Slaven  
Mr. William D. Soccorso  
Becki & Mark Spalding  
Mr. Paul Spigler  
Mr. Ralph E. Starace  
Mr. Robert J. Starr  
Mr. & Mrs. Paul D. Strahm, III  
Dr. & Mrs. David C. Sweet  
Mr. & Mrs. Michael A. Tirak, II  
Ms. Rosa M. Vega  
Volunteer Services Agency, Inc.  
Dr. Bruce N. Waller  
Mr. & Mrs. Richard M. Wardle  
Mr. Galen P. Weingart  
Ms. Tina K. Weintz  
Ms. Marcy A. Williams  
Mrs. Anne M. Wilson  
Ms. Laurie B. Wittkugle  
Mr. Ronald P. Wolfgang  
Woodrow Wilson Class of 1963  
Youngstown Business Incubator  
Youngstown CityScape  
YWCA of Warren  
Mr. Gerald R. Zoccali  
Dr. Thomas G. Zogakis  
**\$ 385,829.80**

## ANNUAL FUND NON-CASH CONTRIBUTIONS

AM Party Rentals	\$166.52	SMARTS - Party Supplies
The Bone Bucket	678.86	SMARTS - Food Trays
Cassese's MVR, Inc.	625.00	SMARTS - Assorted hors d'oeuvres
City Printing	3,000.00	SMARTS - Printing Services
Clarencedale Cake	800.00	SMARTS - Cupcakes
Dom's Ice House	125.00	SMARTS - Ice
Mr. & Mrs. Paul M. Stabile	275.00	SMARTS - Stained glass window making supplies
Thymely Events, Inc.	4,572.50	SMARTS - Assorted hors d'oeuvres
Trinkle Signs & Displays	369.50	SMARTS - Vinyl graphics
Tropea's Fine Pastry	<u>1,350.00</u>	SMARTS - Biscotti
<b>Total Non-Cash Contributions:</b>	<b>\$11,962.38</b>	

### UNDERWRITING

Anonymous	Mr. & Mrs. John R. Kopp
Mr. Thomas J. Anness	Mr. & Mrs. Bernard J. Kosar, Sr.
Ashton Insurance	Atty. Renee M. LaCivita
Betras Maruca Kopp Harshman & Bernard LL	LaPolla & Thomas
Blair & Latell Company	Atty. Thomas A. LaPolla
Builders Assn of Eastern Ohio & Western PA	Ms. Florence E. Mizicko
Mr. & Mrs. William Bunkley	Ms. Loretta A. Moore
Castle Builders Supply, Inc.	National City Bank
Dr. Joseph N. Cavalier	Mr. Sean J. O'Brien
Mr. Joseph P. Consiglio	Ohio Lottery Commission
D & G Mechanical, Inc.	Mr. & Mrs. William G. Perrine
Ms. Diana L. D'Alesio	Rien Construction Company
Mr. Samuel DeCaria	The Everly Group, Inc.
Mr. Raymond DeCristofaro	Mr. Daniel A. Thomas
Mr. Martin M. Gargano	Mr. Daniel P. Thomas
Hively Construction Company, Inc.	Thornton & Son LLC
Mr. Thomas J. Keller	Total Resources, Inc.
Knott's Interiors	Dr. & Mrs. John C. York
	Mr. Scott M. Zoldan

**Total Underwriting Cash Contributions:                    \$11,175.00**

### UNDERWRITING NON-CASH CONTRIBUTIONS

Edward's Florist Shops, Inc.	\$2,800.00	SMARTS - Floral Arrangements
Giannios Candy Company	1,500.00	SMARTS - Assorted Chocolates
The Mocha House Café & Eatery	<u>415.00</u>	SMARTS - Coffee
<b>Total Non-Cash Contributions:</b>	<b>\$4,715.00</b>	

# Youngstown

STATE UNIVERSITY

## WYSU-FM PLEGDED CASH CONTRIBUTIONS BY RANK

### \$1,000.00 - \$9,999.99

Nathalie & James Andrews Foundation

Independent Charities

### \$500.00 - \$999.99

Ms. Cynthia Klingemier

Mr. & Mrs. John L. Lima

### Below \$500.00

A T & T Foundation

Dr. Jeannette M. Abi-Nader

Dr. Martin A. Abraham

Mrs. Vivian Abram

Mrs. Evaline E. Abram-Diroll

Mr. & Mrs. Charles Adams

Ms. Stacey L. Adger

Mr. Ugur S. Aker

Mr. & Mrs. David F. Alter

Mrs. Leigh Altier

Atty. & Mrs. C. John Amstutz

Dr. & Mrs. J. James Anderson

Atty. LuWayne Annos

Mr. & Mrs. Robert Armstrong

Mr. & Mrs. Kenneth C. Bailey

Mrs. Ellen W. Banks

Mr. & Mrs. Charles J. Bannon

Mr. David E. Barenfeld

Mr. Ben Barnes & Dr. Diane Barnes

Ms. Rebecca Barnhouse

Ms. Beth Bartlett

Mr. & Mrs. James D. Battafarano

Dr. & Mrs. Robert J. Beebe

Ms. Laurie L. Bell

Mr. John O. Beniston

Ms. Bonnie I. Bennett

Mrs. Jacqueline M. Bibo

Mr. Kenneth Birath

Mr. & Mrs. Arthur R. Boccieri

Mr. & Mrs. Clyde H. Bolinger

Mr. & Mrs. Paul S. Bolino

Mr. & Mrs. Edward T. Boren

Dr. & Dr. Robert W. Boykin

Ms. Mary L. Brown

Mr. & Mrs. Gary L. Bruce

Mr. & Mrs. Ray B. Brugler

Mr. & Mrs. Peter J. Bumbaugh

Dr. Diana Q. Burkhart

Mr. & Mrs. Charles R. Burse

Mr. & Mrs. Mark G. Bushey

Mr. & Mrs. Andrew Byerley

Mr. Ross Byers

Mr. Lex E. Calder

Mr. & Mrs. Russ G. Campbell

Mr. Richard Carano

Mr. & Mrs. Dennis J. Cardello

Mrs. Catherine C. Carroll

Dr. & Mrs. Frank A. Castronovo

Mrs. Kathy Chaffe-Gaige

Dr. & Mrs. Harold Chevlen

Mr. & Mrs. Wentworth B. Clapham, Jr.

Mr. & Mrs. Albert F. Clare, Jr.

Ms. Mary Clayton

Mrs. Ann L. Cliness

Mr. & Mrs. Don Clowes

Mr. Jay Cohen

Mr. Scott Cole

Mr. & Mrs. Wendell Cole

Mr. & Mrs. Louis V. Colella

Mr. & Mrs. Dennis M. Conway

Dr. & Mrs. Chet Cooper

Mr. & Mrs. George Corfias

Dr. Adam & Dr. Christina Costarella

Dr. Thomas Crago

Dr. Amy G. Crawford

Rev. Patricia Crist

Ms. Kate A. Cullum

Mr. & Mrs. Richard K. Cunningham

Dr. John P. Dalbec

Mr. Andrew F. Danus

Dr. Rosemary A. D'Apolito

Dr. Donna DeBlasio & Mr. Brian Corbin

Mr. & Mrs. Nick L. DelSignore

Ms. Catherine Demas

Ms. Mary Ann Demidovich

Ms. Veda C. DePaepe

Mr. John M. & Dr. Nancy J. DeSalvo  
Ms. Diana M. DeVito  
Dr. & Mrs. Peter M. DeVito  
Mr. & Mrs. Alex Downie  
Mr. & Mrs. Michael C. DuBois  
Dr. Ronald B. Dull  
Mr. James Duncan  
Mr. Donald W. Dunlap  
Mr. Neal A. Edman  
Mr. & Mrs. Al A. Eibel  
Ms. Martha A. Eicher  
Ms. Jean S. Engle  
Mrs. Lori A. Factor  
Ms. Nancy J. Felton  
Mr. Dominic Fimognari  
Dr. Dorcas C. Fitzgerald  
Mrs. Terri L. Fleming  
Mr. & Mrs. Rick M. France  
Mr. & Mrs. Jack Frankenburg  
Mr. & Mrs. Richard E. Fruit  
Mr. Terry L. Gardlock  
Mr. Gary Gasser  
Miss Marquette Gasser  
Mr. & Mrs. David George  
Mr. & Mrs. George M. Gerhart  
Dr. Alan & Dr. Margaret Gittis  
Mrs. Rosemary H. Glod  
Mr. & Mrs. Gary Gohlke  
Ms. Marjorie Goldstone  
Dr. & Mrs. Richard G. Goldthwait, Jr.  
Mr. & Mrs. Bruce P. Gordon  
Dr. & Mrs. Jay L. Gordon  
Mr. & Mrs. Joseph P. Gorman  
Mr. & Mrs. Francis R. Gottron  
Mr. & Mrs. Prescott Greene  
Dr. William Greenway  
Dr. & Mrs. Joseph S. Gregori  
Mr. & Mrs. Jack Hale  
Mr. Mark A. Hanley  
Mr. James Hardy & Ms. Karen A. Fry  
Dr. C. Earl Harris, Jr.  
Mr. & Mrs. Charles Hartman  
Mrs. Mollie Hartup  
Ms. Diana L. Hayes  
Dr. Norma J. Hazelbaker  
Mr. & Mrs. Patrick Hecking  
Ms. Mary J. Hedberg  
Mrs. Roberta J. Heiens  
Dr. & Mrs. James C. Higgins  
Mr. & Mrs. James A. Hines

Mr. & Mrs. A. William Holdford  
Mr. & Mrs. Daniel Horne  
Sister Yvonne Horning  
Dr. & Mrs. Sadiq S. Husain  
Mr. & Mrs. Alan P. Hutchison  
Mr. & Mrs. Bruce Irwin  
Ms. Marian I. Izak  
Mr. Rajah James  
Mr. Allen I. Janis  
Mr. & Mrs. Andrew J. Jarosz  
Mr. & Mrs. Warren D. Jensen  
Mr. & Mrs. Thomas E. Jochman  
Ms. Mary K. Johnson  
Mr. & Mrs. Robert A. Johnson  
Ms. Roberta A. Johnson  
Ms. June F. Jones  
Mr. & Mrs. Roger D. Jones  
Mr. & Mrs. Steven M. Kalavsky  
Mr. & Mrs. Harry H. Kamens  
Dr. & Mrs. Birsen Karpak  
Miss Rosemarie A. Kascher  
Ms. Martha H. Katz  
Mr. Bradley C. Keech  
Ms. Dorothy M. Kennedy  
Atty. Bijan Khavari  
Ms. Laura Y. Kiriazis  
Mrs. Diane Kleeh  
Mr. Thomas E. Klempay  
Mr. & Mrs. Anthony S. Kobak  
Mr. & Mrs. Paul J. Kobulnicky  
Dr. & Mrs. Friedrich W. Koknat  
Ms. Anne E. Kravitz  
Dr. & Dr. Desai G. Krishnarao  
Mr. & Mrs. A. Frederick Kroen  
Dr. & Mrs. James J. Krumpak  
Mr. & Mrs. John Kuder  
Mrs. Donna Kuthy  
Dr. Edward J. Largent, Jr.  
Ms. Jean F. Lebby  
Mr. & Mrs. James R. Lee, Sr.  
Dr. & Mrs. Milton J. Lenhart  
Dr. & Mrs. Keith J. Lepak  
Mrs. Michele Lepore-Hagan  
Mr. & Mrs. Richard T. Lewis  
Dr. Sherry L. Linkon  
Mrs. Annette E. Liston  
Mr. & Mrs. Harvey Litowitz  
Dr. John R. Loch  
Mr. Frank M. Magyar  
Ms. Barbara Mandis

Atty. & Mrs. Charles Y. Mansell  
Dr. Hank Markowitz  
Mr. Bruce Marshall  
Ms. Catherine L. Martell  
Ms. Rebecca Martinez  
Dr. Agnes Martinko  
Mrs. Yulanda McCarty-Harris  
Dr. Maggie H. McCloud  
Mr. Robert J. McDowell  
Ms. Tara L. McKibben  
Dr. Anne M. McMahan  
Mr. David McSweeney  
Mr. & Mrs. Jimma McWilson  
Mr. Ralph W. & Dr. Carol R. Mehler  
Mr. & Mrs. Gerald S. Merolla  
Mr. & Mrs. Howard D. Mettee  
Mrs. Laura L. Miller  
Mrs. Louisa H. Miller  
Mr. & Mrs. Marc E. Minto  
Mrs. Martha B. Mitchell  
Ms. Noreen E. Moderalli  
Mr. & Mrs. Louis P. Molvin  
Ms. Alyce Moore  
Ms. Diana Runciman Moore  
Mr. John A. Moretti  
Dr. & Mrs. Allan R. Mosher  
Ms. Angela Mudrak  
Mr. Donald E. Mumford  
Dr. Philip C. Munro  
Rev. Richard Murphy  
Mr. Ray Nakley, Jr.  
Mr. & Mrs. James L. Olsavsky  
Mr. & Mrs. Dean Oyen  
Mr. & Mrs. John R. Paczak  
Dr. Gabriel F. Palmer-Fernandez  
Mrs. Ursula Panasiuk  
Mr. & Mrs. Benjamin Pantalone  
Mr. & Mrs. Kenny O. Papini  
Mr. & Mrs. James A. Perkins  
Mr. James R. Petuch  
Mr. & Mrs. Thomas W. Pfahles  
Atty. & Mrs. John L. Pogue  
Ms. Donna Polak  
Mr. John Polanski  
Dr. & Mrs. David H. Pollack  
Mr. & Mrs. Jeffrey L. Proch  
Progressive Insurance Foundation  
Ms. Melodie A. Provencher  
Dr. & Mrs. George B. Pugh  
Mrs. Lorraine Ranchod

Mr. Richard D. Rapp  
Ms. Connie Raupach  
Rev. James E. Ray  
Mr. & Mrs. Jack Reed  
Mr. & Mrs. Brady Reese  
Dr. Ian J. Renne & Ms. Laura Martin  
Mr. & Mrs. Michael E. Resek  
Ms. Jackie A. Robles  
Ms. Judy Rogers  
Dr. & Mrs. Robert H. Sacherman  
Dr. Mary Lee Sandusky  
Mrs. Dorothy Sarver  
Dr. & Mrs. Lowell J. Satre  
Mr. & Mrs. Vincent J. Scacchetti  
Mr. James V. Scanga, Jr.  
Ms. Emily W. Schaff  
Dr. & Mrs. Carl R. Schaub  
Sister Susan M. Schorsten  
Mr. & Mrs. Daniel Scudier  
Mr. Thomas Seckler  
Ms. Nancy L. Shaffer  
Mr. & Mrs. Fred Shape  
Mr. & Mrs. David A. Shepherd  
Mr. & Mrs. Samuel Silvestri  
Mr. Stephen J. Simunich  
Dr. Barbara M. Sitko  
Mr. Douglas Smith  
Dr. Melissa T. Smith  
Mr. Richard E. Smith  
Mr. & Mrs. Stephen Sniderman  
Dr. & Mrs. Anthony E. Sobota  
Dr. Angela Spalsbury  
Ms. Gail R. Steele  
Mr. Matthew A. Stefanak  
Mr. George M. Stevens  
Mr. & Mrs. Robert A. Stewart  
Mr. & Mrs. Stephan J. Stoyak  
Dr. Sharon A. Stringer  
Mr. & Mrs. Robert D. Summers  
Mr. James R. Swager  
Ms. Florence K. Swierz  
Ms. Lois M. Tamplin  
Ms. Roberta M. Taylor  
Mr. & Mrs. Ralph Teets  
Dr. Linda J. Tessier  
Mrs. Mary Place Thomas  
Mr. & Mrs. Chris B. Thorndike  
Dr. Stephanie A. Tingley  
Ms. Connie Titus  
Mr. Philip J. Tramdock



Mr. Christopher N. Travers &  
Atty. Patricia Dougan  
Mrs. Klara M. Trusova  
Mr. & Mrs. William F. Tyger  
Mr. & Mrs. James P. Valiensi  
Ms. Jan Vaughn  
Mr. & Mrs. Wendell B. Wagner  
Dr. & Mrs. David S. Waldman  
Dr. Gary R. Walker  
Mr. & Mrs. R. David Wardale  
Ms. Regina A. Waris  
Dr. Kurt & Dr. Margot Wegner  
Dr. & Mrs. Gordon G. Wepfer  
Mr. William Wheelock  
Mr. & Mrs. William A. Whitehouse

Ms. Clara K. Wick  
Mr. Thomas Wick  
Mr. & Mrs. Matthew A. Williams  
Mr. Warren P. Williamson, III  
Dr. & Mrs. Eric J. Wingle  
Ms. Desiree M. Winkle  
Mr. & Mrs. James E. Witt  
Dr. & Mrs. Doug Woodring  
Atty. & Mrs. Robert P. Wushinske  
Mr. & Mrs. Richard J. Yauger  
Ms. Marian L. Zeigler  
Mr. Tony Ziemianski  
Dr. & Mrs. John R. Zubil  
Mr. James C. Zupanic

**Total Cash Contributions**

**\$53,777.00**

**UNIVERSITY GUIDEBOOK****Title of Title of Policy: Travel Guidelines**

Responsible Division/Office: Finance and Administration

Approving Officer: Vice President of Finance and Administration

*Revision History:* June 1994; December 2004; September 2009

Resolution Number(s): YR 1997- 49; YR 2005-27; YR 2010-

Board Committee: Finance and Facilities

EFFECTIVE DATE:

Next review: September 2012

**Policy:** The Board of Trustees authorizes the establishment of University Travel Guidelines for anyone who travels on University business. Official travel expenses include all ordinary and necessary expenses incurred while on assignment consistent with the mission of the University.

**Parameters:** The purpose of the University Travel Guidelines is to facilitate travel by University faculty, staff, students, candidates and other non-employees by the most expedient means at the most reasonable cost. With appropriate approval, allowable expenses may be reimbursed for those individuals representing the University on official business.

**Procedures:** *University Travel Guidelines* are available in written form and on the YSU website. Exceptions to University Travel Guidelines must be obtained in writing prior to the travel in question from the President or his/her designee.

REDLINE VERSION

## UNIVERSITY GUIDEBOOK

**Subject: Title of Policy: Travel Guidelines**Responsible Division/Office: Finance and AdministrationApproving Officer: Vice President of Finance and AdministrationRevision History: June 1994; December 2004; September 2009Resolution Number(s): YR 1997- 49; YR 2005-27; YR 2010-Board Committee: Finance and FacilitiesEFFECTIVE DATE:Next review: September 2012Developed by: Beth KushnerAuthorized by: John L. HabatTitle: Planning and Administration OfficerTitle: Vice President for AdministrationApproved: June 1994EFFECTIVE: January 1, 2005Revised: December 2004

**Policy:** The Board of Trustees authorizes the establishment of ~~the~~ University Travel Guidelines for anyone who travels on University business. Official travel expenses include all ordinary and necessary expenses incurred while on assignment consistent with the mission of the University.

RESOLUTION NUMBER: YR 1997-49; YR 2005-27

**PurposeParameters:** The purpose of the University Travel Guidelines is to facilitate travel by University faculty, staff, students, candidates and other non-employees by the most expedient means at the most reasonable cost. With appropriate approval, ~~any~~ allowable ~~expenses~~ may be ~~incurred or~~ reimbursed for those individuals representing the University on official business.

**Procedures:** ~~Copies of the University Travel Guidelines~~ are available ~~in~~ in written form and on the YSU website. ~~the Accounts Payable Travel Management Office on the YSU website.~~ Exceptions to University Travel Guidelines must be obtained in writing prior to the travel in question from the President or his/her designee.

## **UNIVERSITY GUIDEBOOK**

**Title of Policy: Operating Budget Approval and Modification**

Responsible Division/Office: Office of the President

Approving Officer: President

*Revision History:* December 2004; December 2006; November 2009

Resolution Number(s): YR 2003-27; YR 2005-19; YR 2010-

Board Committee: Finance and Facilities

EFFECTIVE DATE:

Next review: November 2012

**Policy:** The Board of Trustees will approve a balanced operating budget for each fiscal year prior to the beginning of that fiscal year (July 1) and subsequent modification(s) to the overall spending level.

**Purpose:** Establish a policy to approve and modify the University's Operating Budget.

**Parameter:**

- The Board of Trustees will approve an Operating Budget for each fiscal year prior to the beginning of that fiscal year (July 1). If necessary, consideration will be given to modifying the Operating Budget at a meeting(s) of the Board of Trustees.

**Definitions:**

- **Auxiliary Funds** – funds for enterprises that exist to furnish goods or services to students, faculty, or staff, or incidentally to the general public. Auxiliary enterprises charge fees directly related to the cost of the goods or services (e.g., Kilcawley Center, Housing and Parking).
- **Budget Modifications** – increases or decreases to the overall level of the Operating Budget.
- **Designated Funds** – unrestricted funds internally transferred by the Board from an operating budget for a specific purpose and available for expenditure in the current budget year and/or succeeding budget years.

- **General Funds** – current unrestricted funds primarily sourced from student tuition and fees and state of Ohio appropriations and expended for instruction, student services, institutional support, maintenance and operations, financial aid, etc.
- **Operating Budget** – general and auxiliary funds representing the operating activities of the University for a given fiscal year. Excluded from the Operating Budget are Designated Funds, Plant and Capital Funds, Restricted Funds, Endowments and funds functioning as endowments.

**Procedures:**

**1. Budget Approval**

- a. The administration will present the annual Operating Budget for Board approval at the June meeting prior to the fiscal year beginning July 1.
- b. The annual Operating Budget will include a transfer to the General Fund Operating Reserve of at least five percent (5%) of the increase in the general fund portion of the Operating Budget over the previous year. The Board of Trustees may approve a deviation from the transfer of 5% of the increase in the general fund portion of the Operating budget.

**2. Budget Modifications**

- a. Revenue Changes – budget modifications aggregating \$250,000 or more that relate to changes in enrollment, levels of support from the state of Ohio, and/or any other revenue source must be approved by the Board.

REDLINE VERSION

**UNIVERSITY GUIDEBOOK**

**Subject**~~Title of Policy:~~ **Operating Budget Approval and Modification**

~~Responsible Division/Office:~~ Office of the President

~~Approving Officer:~~ President

~~Revision History:~~ December 2004; December 2006; October 2009

~~Resolution Number(s):~~ YR 2003-27; YR 2005-19; YR 2010-

~~Board Committee:~~ Finance and Facilities

~~EFFECTIVE DATE:~~

~~Next review:~~ October 2012

~~Responsible Officer:~~ John L. Habat ~~Authorized by:~~ David C. Sweet

~~Title:~~ Vice President for Administration ~~Title:~~ President

~~Approved:~~ December 15, 2004 ~~EFFECTIVE:~~ December 15, 2004

~~Review Date:~~ December 15, 2006

**Policy:** The Board of Trustees will approve a balanced operating budget for each fiscal year prior to the beginning of that fiscal year (July 1) and subsequent modification(s) to the overall spending level.

~~RESOLUTION NUMBER:~~ YR 2003-27; YR 2005-19

**Purpose:** Establish a policy to approve and modify the University's Operating Budget.

**Parameter:**

- The Board of Trustees will approve an Operating Budget for each fiscal year prior to the beginning of that fiscal year (July 1). If necessary, consideration will be given to modifying the Operating Budget at ~~the September, December, and/or March Board meetings-a meeting(s) of the Board of Trustees.~~

**Definitions:**

- **Auxiliary Funds** – funds for enterprises that exist to furnish goods or services to students, faculty, or staff, or incidentally to the general public. Auxiliary enterprises charge fees directly related to the cost of the goods or services (e.g., Kilcawley Center, Housing and Parking).

- **Budget Modifications** – increases or decreases to the overall level of the Operating Budget
- **Designated Funds** – unrestricted funds internally transferred by the Board from an operating budget for a specific purpose and available for expenditure in the current budget year and/or succeeding budget years.
- **General Funds** – current unrestricted funds primarily sourced from student tuition and fees and state of Ohio appropriations and expended for instruction, student services, institutional support, maintenance and operations, financial aid, etc.
- **Operating Budget** – general and auxiliary funds representing the operating activities of the University for a given fiscal year. Excluded from the Operating Budget are Designated Funds, Plant and Capital Funds, Restricted Funds, Endowments and funds functioning as endowments.

#### Procedures:

##### 1. Budget Approval

- a. The administration will present the annual Operating Budget for Board approval at the June meeting prior to the fiscal year beginning July 1.
- b. The annual Operating Budget will include a transfer to the General Fund Operating Reserve of at least five percent (5%) of the increase in the general fund portion of the Operating Budget over the previous year. **The Board of Trustees may approve a deviation from the transfer of 5% of the increase in the general fund portion of the Operating budget.**

##### 2. Budget Modifications

- ~~a. **Prior Year Balance Forward**—upon the recommendation of the President, use of part or all of the prior year's Operating Budget Net Revenue in the current year's Operating Budget requires a budget modification. Its planned usage will be communicated to the Board for approval at its September meeting.~~

ab.

Other

- a. **Revenue Changes** – budget modifications aggregating \$250,000 or more that relate to changes in enrollment, levels of support from the state of Ohio, and/or any other revenue source must be approved by the Board. **at its December and/or March meetings.**



**YOUNGSTOWN STATE UNIVERSITY**  
**Interfund Transfers Requiring Board Approval**  
**Transfers Outside of the Operating Budget**  
**Requested Transfers for Second Quarter 2010**

<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>
Debt Service Reserve Fund - Gifts (Restricted Plant Fund)	Bond Fund - Series 2009 (Debt Service Fund)	\$530,433	Fund portion of December 2009 principal and interest payment for the Bond Series 2009 attributed to the New WCBA Building.
Unallocated Plant Fund (Unrestricted Plant Fund)	Property Acquisition Fund (Unrestricted Plant Fund)	\$220,813	Standard quarterly transfer of interest income.
Stabilization Reserve (Designated Fund)	Bond Fund - Series 2009 (Debt Service Fund)	\$157,089	Fund portion of December 2009 principal and interest payment for the Bond Series 2009 attributed to Wick Pollock and Land Acquisition.

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



**YOUNGSTOWN STATE UNIVERSITY  
FY 2010 Budget Modification**

	FY 2010			
	ADOPTED BUDGET	MODIFIED BUDGET	Percent Change	Dollar Change
<b>REVENUES</b>				
Tuition & Mandatory Fees	\$94,215,410	\$102,179,516	8.5%	\$7,964,106
Other Fees and Charges	\$1,403,436	\$1,403,436	0.0%	\$0
State Appropriations	\$50,195,977	\$46,931,871	-6.5%	(\$3,264,106)
Other	\$4,285,177	\$4,285,177	0.0%	\$0
<b>Total Base and One-Time Revenue</b>	<b>\$150,100,000</b>	<b>\$154,800,000</b>	<b>3.1%</b>	<b>\$4,700,000</b>
<b>EXPENSES</b>				
<b>Personnel</b>				
Full Service Faculty Salaries	\$33,201,937	\$33,201,937	0.0%	\$0
Faculty Vacancy Pool	\$759,971	\$759,971	0.0%	\$0
Subtotal, Full Service Faculty	\$33,961,908	\$33,961,908	0.0%	\$0
Temporary Faculty Salaries	\$8,800,440	\$9,020,440	2.5%	\$220,000
Total Faculty Salaries	\$42,762,348	\$42,982,348	0.5%	\$220,000
Professional & Administrative Staff	\$14,436,820	\$14,436,820	0.0%	\$0
Classified and Police	\$18,149,779	\$18,149,779	0.0%	\$0
Classified Enrollment Incentive	N/A	\$1,800,000	N/A	\$1,800,000
Temporary Staff	\$910,472	\$910,472	0.0%	\$0
Total Staff Salaries	\$33,497,071	\$35,297,071	5.4%	\$1,800,000
Student Salaries	\$3,527,577	\$3,527,577	0.0%	\$0
<b>Total Faculty, Staff and Student Salaries</b>	<b>\$79,786,996</b>	<b>\$81,806,996</b>	<b>2.5%</b>	<b>\$2,020,000</b>
Fringe Benefits	\$26,350,261	\$26,996,309	2.5%	\$646,048
<b>Total Salaries and Fringe Benefits</b>	<b>\$106,137,257</b>	<b>\$108,803,305</b>	<b>2.5%</b>	<b>\$2,666,048</b>
Operating Expenses	\$21,958,004	\$21,958,004	0.0%	\$0
Central Contingency Reserve*	\$2,124,600	\$4,158,552	95.7%	\$2,033,952
Transfers	\$19,880,139	\$19,880,139	0.0%	\$0
<b>Total Base &amp; One-Time Expenditures</b>	<b>\$150,100,000</b>	<b>\$154,800,000</b>	<b>3.1%</b>	<b>\$4,700,000</b>
<b>REVENUES LESS EXPENSES &amp; TRANSFERS</b>				
	\$0	\$0		

\* A portion of the Central Contingency Reserve is to be used to fund the FY 2010 costs of the new APAS contract; the amounts shown reflect the beginning reserve balance when the original FY 2010 budget was adopted in June 2009.

**Agenda Item E.3.c.  
Exhibit E**

**YSU Board of Trustees**  
**Finance and Facilities Committee**  
**Resolution to Approve Establishment of College Based Fees**  
**December 8, 2009**

The Youngstown State Board of Trustees approved college-based fees for the Bitonte College of Health and Human Services in June 2009. The purpose of this fee was to recognize the differential cost of instruction and to provide additional funds for college-specific use. The attached resolution asks the Board of Trustees to approve college-based fees for the College of Science, Technology, Engineering, and Mathematics (STEM) and the College of Liberal Arts and Social Sciences (CLASS).

**STEM**

The proposed \$204 bulk rate (\$17 per credit hour) STEM College Fee to be assessed to students of junior and senior standing will be used to support the instrumentation necessary for classes, laboratories, and faculty/student research. The outstanding quality of instrumentation available in the College cannot be found in comparable institutions and provides undergraduate students with opportunities usually available only in graduate programs, making them more competitive in the job market and enhancing their preparation for graduate and professional education.

The College has reached a point where budgetary constraints threaten its ability to continue to maintain and upgrade instrumentation. The estimated \$400,000 generated by this fee would be used to enhance technical support beyond the current minimum levels and purchase new instruments. One of the goals of the college-based fee is to generate funds for College uses and not tied to a specific course. Course fees will be reduced by \$75,000 in the College. These reductions will be incorporated into the fee schedule for FY 2011.

**CLASS**

The proposed \$60 bulk rate (\$5 per credit hour) CLASS College Fee to be assessed to students of junior and senior standing will be used to generate an estimated \$73,000. This money will be accumulated in a flexible-use fund for laboratory equipment, specialized software, space renovation, discipline-related speakers, and student academic travel. The College will maintain computer labs and multimedia classrooms on a three-year replacement cycle.

This implementation of the College Fee will coincide with the reduction of selected course fees in the English Department. The fee for English 1539 and 1540 will be reduced from \$50 to \$20; for English 1550 from \$50 to \$25; and for English 1551 from \$50 to \$35. Funds generated from these fees have accumulated a surplus in excess of needs. Lowering these fees will reduce the funds generated by them by an estimated \$158,000 based on data from the 2008-09 academic year. These reductions will be incorporated into the fee schedule for FY 2011.

**Agenda Item E.3.d.**  
**Exhibit F**

**YOUNGSTOWN STATE UNIVERSITY**  
**Proposal for New College Fees**  
*(proposed fees to take effect fall 2010 semester)*

	<b>Fee per Semester</b>
<b>College of Science, Technology, Engineering &amp; Mathematics</b>	
Juniors and seniors only (per credit hour)	\$17.00
Juniors and seniors only (bulk rate, 12-16 hours)	\$204.00
<b>College of Liberal Arts &amp; Social Sciences</b>	
Juniors and seniors only (per credit hour)	\$5.00
Juniors and seniors only (bulk rate, 12-16 hours)	\$60.00

## UNIVERSITY GUIDEBOOK

### Title of Policy: Numbering of University Policies

Responsible Division/Office: Office of the President  
Approving Officer: President  
*Revision History:* June 1997; November 2009  
Resolution Number(s): YR 2010-  
Board Committee: Internal Affairs  
EFFECTIVE DATE:  
Next review: November 2012

**Policy:** The University establishes a numbering series to categorize University Policies. Policies are assigned a number based on the area of administrative responsibility under which it falls.

#### Procedure:

Each area of administrative responsibility is identified by a one thousand number series. Each policy is assigned a number within the series, beginning with the number "0001" and continuing through "9999" as well as a two digit number that follows the number series, beginning with the number "01" and continuing through "99". These two digit numbers are separated from that series by a decimal point.

- "1000" - Academic Affairs
- "2000" - Equal Opportunity and Diversity
- "3000" - Budget and Finance
- "4000" - Facilities
- "5000" - Advancement
- "6000" - Intercollegiate Athletics
- "7000" - Human Resources
- "8000" - Student Affairs
- "9000" - Administration and Personnel
- "0000" - Policies Development

Agenda Item E.4.a.  
Exhibit G

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

**Subject:** Title of Policy: Numbering of Policies and Institutional Procedures University Policies

Responsible Division/Office: Office of the President

Approving Officer: President

Revision History: June 1997; November 2009

Resolution Number(s): YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE:

Next review: November 2012

<u>Developed by: Shirley A. Carpenter</u>	<u>Authorized by: Shirley A. Carpenter</u>
<u>Title: Chairperson</u>	<u>Title: Chairperson</u>
<u>Policies &amp; Procedures Task Force</u>	<u>Policies &amp; Procedures Task Force</u>
<u>Date: April, 1997</u>	<u>Date: May, 1997</u>
	<u>EFFECTIVE: June 2, 1997</u>

~~Institutional Procedures are guidelines established to assist in the implementation of applicable Policies adopted by the Board. Typically, Policies are presented in one of the Board's eight standing committees, i.e., Academic Affairs, Affirmative Action, Budget and Finance, Building and Property, Development, Intercollegiate Athletics, Personnel, and Student Affairs. On occasion, Policies are presented by the Board as a committee of the whole, or by an appointed special committee or task force.~~

Policy: The University establishes a numbering series to categorize University Policies. Policies are assigned a number based on the area of administrative responsibility under which it falls.

**One Thousand Series**

Procedure

~~In the Guidebook these standing committees are used as a method of identifying and tracking Policies and Institutional Procedures. Each committee is identified by a one thousand number series: ]~~

Each area of administrative responsibility is identified by a one thousand number series. Each policy is assigned a number within the series, beginning with the number "0001" and continuing through "9999" as well as a two digit number that follows the number series, beginning with the number "01" and continuing through "99". These two digit numbers are separated from that series by a decimal point.

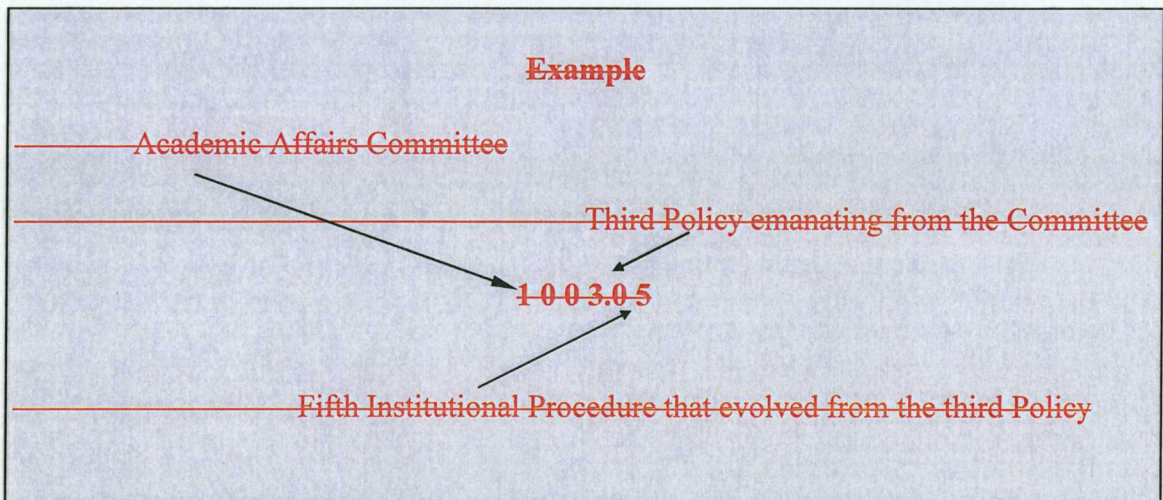
- "1000" - Academic Affairs
- "2000" - Affirmative Action Equal Opportunity and Diveristy
- "3000" - Budget and Finance
- "4000" - Building and Property Facilities
- "5000" - Development/Public Service Advancement
- "6000" - Intercollegiate Athletics
- "7000" - Personnel/Human Resources
- "8000" - Student Affairs
- "9000" - Other Committee or Task Force Administration and Personnel
- "0000" - Policies and Institutional Procedures Development

### **One Hundred Series**

~~Each Policy emanating from a committee is assigned a number within the series, beginning with the number "001" and continuing through "999".~~

### Decimal Series

Each Institutional Procedure that evolves from a Policy is assigned a two digit number that follows the number series, beginning with the number "01" and continuing through "99". These two digit Institutional Procedure numbers are separated from that series by a decimal point.



## **UNIVERSITY GUIDEBOOK**

**Title of Policy: Vacation Leave, Exempted Professional/Administrative Staff & Department Chairpersons**

Responsible Division/Office: Human Resources  
Approving Officer: Vice President for Finance & Administration  
*Revision History:* May 1998; September 2009  
Resolution Number(s): YR 1998-16/1999-20; YR 2010  
Board Committee: Internal Affairs  
EFFECTIVE DATE:  
Next review: September 2012

**Policy:** The University is committed to employment practices that promote the health and welfare of its employees. Through its Leave programs, it provides for and encourages preventive health care; physical, emotional, and mental well-being; professional growth and development; and civic responsibility

**Scope:** These parameters and procedures apply to exempted Professional/Administrative Staff and Department Chairpersons. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- Full-time Exempted Professional/Administrative staff and Department Chairpersons on twelve-month contracts earn 7.33 hours per pay period or 176 hours of paid vacation leave each fiscal year.
- Full-time staff with annual contracts for less than twelve months and part-time staff with a .75 or greater FTE (Full Time Equivalent) shall earn vacation leave on a prorated basis, derived from the formula for twelve-month staff. Part-time staff employed less than .75 FTE do not earn vacation leave.
- Individuals whose employment begins or ends during a given fiscal year shall earn a prorated amount of vacation leave during the fraction of the fiscal year employed.
- Vacation leave for full-time twelve-month staff may be accrued up to a maximum of 320 hours.



- Employees whose vacation balance reaches 320 hours will not accrue vacation until the balance is reduced below the forty day maximum. Employees are responsible for monitoring the vacation balance.
- Vacation leave for part-time staff, .75 or greater FTE, may not exceed the maximum accrual for the prorated FTE, and should be requested in hours. (e.g., A .75 FTE staff member would have a maximum accrual of 240 hours.)
- Vacation leave accrual begins on the effective date of the initial employment, and may be requested once the staff member has successfully completed three months of service.
- Accrued vacation leave may be taken prior to the effective date of separation, or a cash payment will be made for vacation accrued through the last day of work, provided a thirty-day notice of resignation has been submitted to the Office of Human Resources.
- Full-time externally funded professional/administrative staff earns 7.33 hours per pay period or 176 paid vacation hours per year, which must be taken during the contract period in which it was earned. Vacation may not be carried forward to succeeding contracts or converted to cash payments.
- Department chairpersons and other administrators holding earned rank and tenure (Policy 9005.01) who revert to faculty status shall receive a cash payment for accrued vacation earned through the last day of the administrative appointment.
- Accrued vacation leave may be taken prior to the effective date of retirement, or a cash payment will be made for vacation accrued through the last day employed.
- If the vacation balance of classified staff who transfer to professional/administrative status exceeds the maximum accrual permitted, a cash payment will be made available to reduce the balance to an amount no less than 280 hours.

**Procedures**

1. Vacation leave may be taken at a time that is mutually agreed upon by the staff member and the immediate supervisor.
2. The staff member will complete the "Vacation Request, Professional/Administrative Staff" and submit it to the immediate supervisor in advance of the leave.
3. The supervisor completes the form and forwards it to the Office of Human Resources prior to the date of the leave.

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

**Subject:** **Title of Policy:** **Vacation Leave, Exempted  
Professional/Administrative Staff & Department Chairpersons**

Responsible Division/Office: Human Resources

Approving Officer: Vice President for Finance & Administration

Revision History: May 1998; September 2009

Resolution Number(s): YR 1998-16/1999-20; YR 2010

Board Committee: Internal Affairs

EFFECTIVE DATE:

Next review: September 2012

**Policy:** The University is committed to employment practices that promote the health and welfare of its employees. Through its Leave programs, it provides for and encourages preventive health care; physical, emotional, and mental well-being; professional growth and development; and civic responsibility

**Scope:** These parameters and procedures apply to exempted Professional/Administrative Staff and Department Chairpersons. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- Full-time Exempted Professional/Administrative staff and Department Chairpersons on twelve-month contracts earn ~~1.83 days per month~~ 7.33 hours per pay period or ~~twenty-two working days~~ 176 hours of paid vacation leave each fiscal year.
- Full-time staff with annual contracts for less than twelve months and part-time staff with a .75 or greater FTE (Full Time Equivalent) shall earn vacation leave on a prorated basis, derived from the formula for twelve-month staff. Part-time staff employed less than .75 FTE do not earn vacation leave.
- Individuals whose employment begins or ends during a given fiscal year shall earn a prorated amount of vacation leave during the fraction of the fiscal year employed.
- Vacation leave for full-time twelve-month staff may be accrued up to a maximum of forty days, 320 hours.

- Employees whose vacation balance reaches ~~forty days~~ 320 hours will not accrue vacation until the balance is reduced below the forty day maximum. Employees are responsible for monitoring the vacation balance.
- Vacation leave for part-time staff, .75 or greater FTE, may not exceed the maximum accrual for the prorated FTE, and should be requested in hours. (e.g., A .75 FTE staff member would have a maximum accrual of 240 hours.)
- Vacation leave accrual begins on the effective date of the initial employment, and may be requested once the staff member has successfully completed three months of service.
- Accrued vacation leave may be taken prior to the effective date of separation, or a cash payment will be made for vacation accrued through the last day of work, provided a thirty-day notice of resignation has been submitted to the Office of Human Resources.
- Full-time externally funded professional/administrative staff earns ~~1.83 days per month~~ 7.33 hours per pay period or ~~twenty-two~~ 176 paid vacation ~~days~~ hours per year, which must be taken during the contract period in which it was earned. Vacation may not be carried forward to succeeding contracts or converted to cash payments.
- Department chairpersons and other administrators holding earned rank and tenure (Policy 9005.01) who revert to faculty status shall receive a cash payment for accrued vacation earned through the last day of the administrative appointment.
- Accrued vacation leave may be taken prior to the effective date of retirement, or a cash payment will be made for vacation accrued through the last day employed.
- ~~Classified staff who transfer to professional/administrative status, will have vacation leave converted from hours to days. Following this conversion, if~~ If the vacation balance of classified staff who transfer to professional/administrative status exceeds the maximum accrual permitted, a cash payment will be made available to reduce the balance to an amount no less than 280 hours thirty-five days. [QUESTION: Hasn't everyone been changed to hours? Why is conversion needed?]

**Procedures:** ~~QUESTION: What if you have P/A staff and classified staff who want the same time but only one can have it? Does this go back to seniority?]~~

1. Vacation leave may be taken at a time that is mutually agreed upon by the staff member and the immediate supervisor.
2. The staff member will complete the "Vacation Request, Professional/Administrative Staff" and submit it to the immediate supervisor in advance of the leave.
3. The supervisor completes the form and forwards it to the Office of Human Resources prior to the date of the leave.

## **UNIVERSITY GUIDEBOOK**

### **Subject: Sick Leave—Professional and Administrative Staff and Department Chairpersons**

Responsible Division/Office: Human Resources  
Approving Officer: Vice President for Finance and Administration  
*Revision History:* January 1999; November 2009  
Resolution Number(s): YR 1998-16/1999-58; YR 2010-  
Board Committee: Internal Affairs:  
**EFFECTIVE DATE:**  
Next review: November 2012

**Policy:** The University is committed to employment practices that promote the health and welfare of its employees. Through its Leave programs, it provides for and encourages preventive health care; physical, emotional, and mental well-being; professional growth and development; and civic responsibility.

#### **Parameters:**

- Exempted professional and administrative staff and academic department chairpersons earn fifteen days of sick leave per year.
- Sick leave may be accumulated without limit during active service at the University.
- At the time of retirement, all professional and administrative staff and department chairpersons completing ten or more years of active service or a combination of active University service together with other State of Ohio units as specified by law, shall receive payment for one-fourth of the unused sick leave days up to a maximum of fifty days. Payment is based on the rate of pay at the time of retirement. Such payment will be made only once to an employee. Upon accepting payment, all remaining sick leave credit accrued will be eliminated.

- A retired employee who returns to University service may accrue and use sick leave as before, but cannot receive a second sick leave conversion payment.
- Sick leave conversion does not apply to any termination or separation other than retirement.
- Employees covered by collective bargaining should refer to their respective labor agreement.

**Procedures:**

1. Employees utilizing sick leave should notify their immediate supervisor as soon as possible.
2. Employees will complete the appropriate sick leave form in advance of the leave, when possible, or upon return to work.
3. Employees will forward the completed form to their immediate supervisor.
4. The Supervisor reviews and signs the form and forwards it to the Office of Human Resources, where the official leave files are maintained.

REDLINE VERSION

## UNIVERSITY GUIDEBOOK

**Subject: Sick Leave—Professional and Administrative Staff and Department Chairpersons**Responsible Division/Office: Human ResourcesApproving Officer: Vice President for Finance and AdministrationRevision History: January 1999; November 2009Resolution Number(s): YR 1998-16/1999-58; YR 2010-Board Committee: Internal Affairs:EFFECTIVE DATE:Next review: November 2012Developed by: Jean R. WainioAuthorized by: G. L. MearsTitle: Interim Executive DirectorTitle: Executive Vice PresidentHuman ResourcesEFFECTIVE: March 12, 1999Date: January, 1999

**Policy:** The University is committed to employment practices that promote the health and welfare of its employees. Through its Leave programs, it provides for and encourages preventive health care; physical, emotional, and mental well-being; professional growth and development; and civic responsibility.

RESOLUTION NUMBER: YR 1998-16/1999-58**Parameters:**

- ~~Exempted professional and administrative staff and academic department chairpersons Full-time employees~~ earn fifteen days of sick leave per year. ~~- faculty at a rate of 1.67 days for each month of the academic year; full-time professional/administrative staff at a rate of 1.25 days for each calendar month of service; and classified civil service employees at a rate of 4.6 hours of sick leave for each completed eighty hours of service.~~
- Sick leave may be accumulated without limit during active service at the University.
- At the time of retirement, all professional and administrative staff and department chairpersons employees completing ten or more years of active service or a



- combination of active University service together with other State of Ohio units as specified by law, shall receive payment for one-fourth of the unused sick leave days up to a maximum of fifty days. Payment is based on the rate of pay at the time of retirement. Such payment will be made only once to an employee. Upon accepting payment, all remaining sick leave credit accrued will be eliminated.
- ~~(Classified Civil Service staff should refer to their labor agreement for sick leave conversion information.)~~
- A retired employee who returns to University service may accrue and use sick leave as before, but cannot receive a second sick leave conversion payment.
- Sick leave conversion does not apply to any termination or separation other than retirement.
- Employees covered by collective bargaining should refer to their respective labor agreement.

**Procedures:**

1. Employees utilizing sick leave should notify their immediate supervisor as soon as possible.
2. Employees will complete the appropriate sick leave form in advance of the leave, when possible, or upon return to work.
3. Employees will forward the completed form to their immediate supervisor.
4. The Supervisor reviews and signs the form and forwards it to the Office of Human Resources, where the official leave files are maintained.

## **UNIVERSITY GUIDEBOOK**

Title of Policy: **Designation of Moveable University Holidays**

Responsible Division/Office: Human Resources

Approving Officer: Vice President for Finance and Administration

*Revision History:* March 1998; September 2009

Resolution Number(s): YR 1998-57; YR 2010 –

Board Committee: Internal Affairs

**EFFECTIVE DATE:**

Next review: September 2012

**Policy:** The Board of Trustees has been authorized by Section 124.19 of the *Ohio Revised Code* to observe certain paid holidays on days other than the date specified in this Section. In turn, the Board authorizes the President to make any changes that most favorably meet the needs of the University community.

**Parameters:** The movable paid holidays include:

- Martin Luther King, Jr. Day (third Monday in January).
- Presidents' Day (third Monday in February).
- Columbus Day (second Monday in October).

**Procedures:**

1. The President, on the recommendation of the Provost, will designate which of the paid holidays will be moved to better meet the needs of the academic calendar.
2. Annually, the Office of Human Resources will distribute a complete listing of the paid University holidays to the Board of Trustees and members of the University community.

## UNIVERSITY GUIDEBOOK

### Title of Policy: **Collective Bargaining and Negotiations**

Responsible Division/Office: Human Resources  
Approving Officer: Vice President for Finance and Administration  
*Revision History:* Aug 1998; Nov 2009  
Resolution Number(s): YR 1999-33; YR 2010-  
Board Committee: Internal Affairs  
**EFFECTIVE DATE:**  
Next review: November 2012

**Policy:** Youngstown State University recognizes the right of eligible faculty and staff to be represented by an exclusive bargaining representative for purposes of collectively negotiating agreements defining the terms and conditions of employment. This recognition is extended solely to faculty and staff who are defined as “public employees” in 4117.01 of the *Ohio Revised Code*.

#### Parameters:

- The goal of collective bargaining under this policy is to negotiate successor agreements with each bargaining unit that achieve the goals of both the University and bargaining unit members and are negotiated in a professional and collegial manner.
- The *Ohio Revised Code* at 4117.01(C) defines public employees as “. . . any person holding a position by appointment or employment in the service of a public employer, including any person working pursuant to a contract between a public employer and a private employer and over whom the National Labor Relations Board has declined jurisdiction on the basis that the involved employees are employees of a public employer. . . .” Exceptions applicable to colleges and universities include:

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

Subject: Title of Policy: Designation of Moveable University Holidays  
Responsible Division/Office: Human Resources  
Approving Officer: Vice President for Finance and Administration  
Revision History: March 1998; September 2009  
Resolution Number(s): YR 1998-57; YR 2010 –  
Board Committee: Internal Affairs  
EFFECTIVE DATE:  
Next review: September 2012

Developed by: Jean R. Wainio Authorized by: G. L. Mears  
Title: Interim Executive Director Title: Executive Vice President  
Human Resources Date: June, 1998  
Date: March 2, 1998 EFFECTIVE: June 26, 1998

**Policy:** The Board of Trustees has been authorized by Section 124.19 of the *Ohio Revised Code* to observe certain paid holidays on days other than the date specified in this Section. In turn, the Board authorizes the President to make any changes that most favorably meet the needs of the University community.  
RESOLUTION NUMBER: YR 1998 – 57

**Parameters:** The movable paid holidays include:

- Martin Luther King, Jr. Day (third Monday in January).
- Presidents' Day (third Monday in February).
- Columbus Day (second Monday in October).

**Procedures:**

1. The President, on the recommendation of the Provost, will designate which of the paid holidays will be moved to better meet the needs of the academic calendar.
2. Annually, the Office of Human Resources will distribute a complete listing of the paid University holidays to the Board of Trustees and members of the University community.

“Confidential employees,” “Management level employees,” “Supervisors,” “Students whose primary purpose is educational training, including graduate assistants or associates, residents, interns, or other students working as part-time public employees less than fifty per cent of the normal year in the employee’s bargaining unit,” and “Part-time faculty members of an institution of higher education.”

- It is the responsibility of the appropriate appointing authorities to inform those members of the faculty or staff within their respective division who are not included in collective bargaining representation because of the nature of their position.
- The Board of Trustees of Youngstown State University within its fiduciary responsibility provides oversight of collective bargaining between the University and the bargaining units that represent employee groups.

The role of the Board of Trustees in collective bargaining is defined by the following guidelines;

- The Chairperson of the Board of Trustees or his/her designee will act as the sole spokesperson for the Board of Trustees on any matters related to negotiations.
- No later than nine months prior to the expiration of a given contract the Board of Trustees will either designate a standing committee or appoint an ad hoc committee to which reports on collective bargaining and negotiations are made. This committee will provide the necessary authorizations for administration negotiations teams and will establish parameters for Board of Trustees participation and communications for each negotiation.
- The administration will present to the designated committee for its review recommendations for membership of the University negotiation team, the Chief Negotiator, the role of legal counsel and bargaining approach (e.g. traditional versus interest based), The administration will also provide overviews of issues and outcomes of past negotiations, internal and external contexts, financial parameters, and University goals and priorities as well as anticipated bargaining unit goals and priorities.

- The designated committee will approve overall financial parameters for each negotiation and any changes to those parameters during the course of each negotiation.
- During each negotiation the administration will update the designated committee on overall progress, University and bargaining unit positions, proposed draft language, tentative agreements, and new issues.
- When a final tentative agreement is reached and after legal review, the administration will provide to the designated committee a summary of major changes to the agreement and a complete redline version of the proposed agreement, including all appendices, typically at least one week in advance of the scheduled meeting.
- The designated committee, if a standing committee will recommend action on the proposed agreement to the full Board of Trustees; if an ad hoc committee, will recommend action to the Internal Affairs Committee who will recommend action to the full Board of Trustees.
- The Board of Trustees must ratify all final collective bargaining agreements.
- At the conclusion of each round of negotiations the designated committee will prepare recommendations to guide the next round of negotiations.

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

**Subject:** Title of Policy: **Collective Bargaining and Negotiations**

Responsible Division/Office: **Human Resources**

Approving Officer: **Vice President for Finance and Administration**

Revision History: **Aug 1998; Nov 2009**

Resolution Number(s): **YR 1999-33; YR 2010-**

Board Committee: **Internal Affairs**

EFFECTIVE DATE:

Next review: **November 2012**

Developed by: **Jean R. Wainio**

Authorized by: **G. L. Mears**

Title: **Interim Executive Director**

Title: **Executive Vice President**

Human Resources

EFFECTIVE: **12-11-98**

Date: **August, 1998**

**Policy:** Youngstown State University recognizes the right of eligible faculty and staff to be represented by an exclusive bargaining representative for purposes of collectively negotiating agreements defining the terms and conditions of employment. This recognition is extended solely to faculty and staff who are defined as “public employees” in 4117.01 of the *Ohio Revised Code*.

~~RESOLUTION NUMBER: YR 1999-33~~

**Parameters:**

- The goal of collective bargaining under this policy is to negotiate successor agreements with each bargaining unit that achieve the goals of both the University and bargaining unit members and are negotiated in a professional and collegial manner.
- The *Ohio Revised Code* at 4117.01(C) defines public employees as “. . .any person holding a position by appointment or employment in the service of a public employer, including any person working pursuant to a contract between a public employer and a private employer and over whom the National Labor Relations Board has declined jurisdiction on the basis that the involved employees are employees of a public employer. . . .” Exceptions applicable to colleges and universities include:

- “Confidential employees,” “Management level employees,” “Supervisors,” “Students whose primary purpose is educational training, including graduate assistants or associates, residents, interns, or other students working as part-time public employees less than fifty per cent of the normal year in the employee’s bargaining unit,” and “Part-time faculty members of an institution of higher education.”
  - It is the responsibility of the appropriate appointing authorities to inform those members of the faculty or staff within their respective division who are not included in collective bargaining representation because of the nature of their position.
- 
- The Board of Trustees of Youngstown State University within its fiduciary responsibility provides oversight of collective bargaining between the University and the bargaining units that represent employee groups. ~~The Board of Trustees must ratify all collective bargaining agreements.~~

The role of the Board of Trustees in collective bargaining is defined by the following guidelines:-

- The Chairperson of the Board of Trustees or his/her designee will act as the sole spokesperson for the Board of Trustees on any matters related to negotiations.
- Prior to each negotiation, No later than nine months prior to the expiration of a given contract the the Board of Trustees will either designate a standing committee or appoint an ad hoc committee to which reports on collective bargaining and negotiations are made. This committee will provide the necessary authorizations for administration-administration negotiations teams. ~~This committee and~~ will establish parameters for Board of Trustees participation and communications for each negotiation.
- Prior to each negotiation, the ~~The University administration~~ will present to the designated committee for its review recommendations for membership of the University negotiation team, the Chief Negotiator, the role of legal counsel, ~~and and~~ bargaining style approach (e.g. traditional versus interest based). The ~~University administration~~ will also provide overviews of issues and outcomes of past negotiations, internal and external contexts, financial parameters, and University goals and priorities as well as s, anticipated bargaining unit goals and priorities. ~~and financial parameters.~~



- The designated committee will approve overall financial parameters for each negotiation and any changes to those parameters during the course of each negotiation.
- During each negotiation the University administration will update the designated committee on overall progress, University and bargaining unit positions, proposed draft language, tentative agreements, and new issues.
- When a final tentative agreement is reached and after legal review, the University administration will provide to the designated committee ~~with~~ a summary of major changes to the agreement and a complete redline version of the proposed agreement, including all appendices, typically at least one week in advance of the scheduled meeting.
- The designated committee, if a standing committee will recommend action on the proposed agreement to the full Board of Trustees; if an ad hoc committee, will recommend action to the Internal Affairs Committee who will recommend action to the full Board of Trustees.
- The Board of Trustees must ratify all final collective bargaining agreements.
- At the conclusion of each round of negotiations the designated committee will prepare recommendations to guide the next round of negotiations.

**UNIVERSITY GUIDEBOOK****Title of Policy: Multiple-Year Contracts**

Responsible Division/Office: Human Resources

Approving Officer: Vice President for Finance & Administration

*Revision History:* June 1999; November 2009

Resolution Number(s): YR 1999-110; YR 2010-

Board Committee: Internal Relations

**EFFECTIVE DATE:**

Next review: November 2012

**Policy:** Executive and administrative officers and designated professional/administrative staff may receive multiple-year contracts of employment. Following performance evaluation and review, such contracts may be renewed.

**Definitions**

- **Executive Officers of the University** are the Provost/Vice President for Academic Affairs, Vice President for Student Affairs, Vice President for Finance and Administration, Vice President for University Advancement, and the University General Counsel. Other positions, with the approval of the Board of Trustees, may be identified as executive level officers (Policy 9001.01)
- **Administrative Officers of the University** include the College Deans, Dean of the School of Graduate Studies and Research, the Executive Directors, and the Director of Equal Opportunity and Diversity. (Policy 9002.01)
- **Designated Professional/Administrative Staff** include Associate and Assistant Provost, Associate and Assistant Dean, professional/administrative staff of the Office of the President, and others designated by the President.

**Parameters:**

- Executive and administrative officers and selected designated professional/administrative staff typically receive three-year employment contracts. Such contracts are renewable at least a year prior to the ending of the contract. The President of the University and athletic coaches may also receive multiple year contracts.
- Executive and administrative officers are evaluated annually (Policies 9001.01 and 9002.01). Other designated professional/administrative staff are annually involved in an administrative review process.
- The President may present to the Board of Trustees other appointment plans for specific individuals when it is in the best interest of the University.

**Procedures**

1. The length of the contract offered to Executive Officers, Administrative Officers, and other designated professional/administrative staff is determined during the recruitment and selection process.
2. The process of selection and evaluation of the University President is described in 9008.01.
3. The process of selection and evaluation of Executive Officers is described in 9001.01.
4. The process of selection and annual evaluation process for Administrative Officers is described in 9002.01.
5. The process of selecting other professional/administrative staff is described in 2001.02.
6. Coaches in intercollegiate athletics are covered by policy 7016.02.

REDLINE VERSION

**UNIVERSITY GUIDEBOOK**

**Subject:** Title of Policy: **Multiple-Year Contracts**

Responsible Division/Office: Human Resources

Approving Officer: Vice President for Finance & Administration

Revision History: June 1999; November 2009

Resolution Number(s): YR 1999-110; YR 2010-

Board Committee: Internal Relations

EFFECTIVE DATE:

Next review: November 2012

Developed by: Jean R. Wainio

Authorized by: G. L. Mears

Title: Interim Executive Director

Title: Executive Vice President

Human Resources

EFFECTIVE: June 11, 1999

Date: December, 1998

**Policy:** Executive and administrative officers and designated professional/administrative staff may receive multiple-year contracts of employment. Following performance evaluation and review, such contracts may be renewed.

RESOLUTION NUMBER: YR 1999-110

**Definitions**

- **Executive Officers of the University** are the Provost/Vice President for Academic Affairs, Vice President for Student Affairs, Vice President for Finance and Administration, Vice President for University Advancement, and the University General Counsel. Vice President for Student Affairs, Vice President for Development and Community Affairs, University Advancement, Executive Vice President for Finance & Administration, Provost/Vice President for Academic Affairs, University General Counsel and President. Other positions, with the approval of the Board of Trustees, may be identified as executive level officers (Policy 9001.01)
- **Administrative Officers of the University** include the College Deans, Dean of Graduate the Graduate School and Research, Studies, the Executive Directors, and the Director of Equal Opportunity and Diversity. -and the Executive Directors. (Policy 9002.01)

- **Designated Professional/Administrative Staff** include Associate and Assistant Provost, Associate and Assistant Dean, ~~General Counsel~~, professional/administrative staff of the Office of the President, and others designated by the President.

#### Parameters:

- Executive and administrative officers and selected designated professional/administrative staff typically receive three-year employment contracts. Such contracts are renewable at least a year prior to the ending of the contract. The President of the University and athletic coaches may also receive multiple year contracts.
- Executive and administrative officers are evaluated annually (Policies 9001.01 and 9002.01). Other designated professional/administrative staff are annually involved in an administrative review process.
- The President may present to the ~~Personnel Relations Committee of the~~ Board of Trustees other appointment plans for specific individuals when it is in the best interest of the University.

#### Procedures

1. The length of the contract offered to Executive Officers, Administrative Officers, and other designated professional/administrative staff is determined during the recruitment and selection process.
- ~~1.2.~~ The process of selection and evaluation of the University President is described in 9008.01.
- ~~2.3.~~ The process of ~~selecting Executive and Administrative Officers~~ selection and evaluation of Executive Officers is described in 9001.01.
- ~~3.4.~~ The ~~process of selection and evaluation~~ annual evaluation process for ~~Executive and Administrative~~ and Executive Officers is described in 9002.01.
5. The process of selecting other professional/administrative staff is described in 2001.02.
6. Coaches in intercollegiate athletics are covered by policy 7016.02.

**UNIVERSITY GUIDEBOOK****Title of Policy: Compensation and Salary Studies**

Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	October 1998; September 2009
Resolution Number(s):	YR 1999-112; YR 2010-
Board Committee:	Internal Affairs
<b>EFFECTIVE DATE:</b>	
Next Review:	September 2012

**Policy:** The Board of Trustees recognizes the need to have appropriate compensation plans for all employees and employee groups, and has authorized the President, or designee, to develop such plans.

**Definition:** Employee groups include faculty, professional/administrative staff, and classified civil service staff.

**Parameters:**

- Compensation and salary studies will be based upon comparable markets as determined by the University that are applicable to the institution and respective employee groups.
- Compensation and salary plans will attempt to provide parity for positions with comparable duties and responsibilities.
- Compensation and salary made available to employees will be consistent with the fiscal ability of the University to support such plans.

**Procedures:**

1. The President will periodically designate the individual(s) responsible for reviewing compensation and salary of employee groups.

REDLINE VERSION

**UNIVERSITY GUIDEBOOK**

**Subject:** Title of Policy: **Compensation and Salary Studies**

Responsible Division/Office: **Human Resources**

Approving Officer: **Vice President for Finance and Administration**

Revision History: **October 1998; September 2009**

Resolution Number(s): **YR 1999-112; YR 2010-**

Board Committee: **Internal Affairs**

**EFFECTIVE DATE:**

Next Review: **September 2012**

<u>Developed by:</u> <b>Jean R. Wainio</b>	<u>Authorized by:</u> <b>G. L. Mears</b>
<u>Title:</u> <b>Interim Executive Director</b>	<u>Title:</u> <b>Executive Vice President</b>
<u>Human Resources</u>	<b><u>EFFECTIVE:</u> June 11, 1999</b>
<u>Date:</u> <b>October, 1998</b>	

**Policy:** The Board of Trustees recognizes the need to have appropriate compensation plans for all employees and employee groups, and has authorized the President, or designee, to develop such plans.

~~RESOLUTION NUMBER: YR 1999-112~~

**Definition:** Employee groups include faculty, professional/administrative staff, and classified civil service staff.

**Parameters:**

- Compensation and sSalary studies will be based upon comparable markets as determined by the University that are applicable to the institution and respective employee groups.
- Compensation and sSalary plans will attempt to provide ~~wage~~-parity for positions with comparable duties and responsibilities.
- Compensation and salary made available to employees will be consistent with the fiscal ability of the University to support such plans.

Procedures:

1. The President will periodically designate the individual(s) responsible for reviewing compensation and salary of employee groups.

**Procedures:**

1. \_\_\_\_\_ The Provost, or designee, is responsible for periodically reviewing faculty salary and compensation surveys with a particular focus on peer institutions in Ohio.

2. \_\_\_\_\_ The Executive Vice President, or designee, is responsible for periodically reviewing professional/administrative staff salaries and compensation at peer institutions in Ohio.

3. \_\_\_\_\_ The Executive Director of Human Resources, or designee, is responsible for periodically reviewing classified civil service staff salaries and compensation at institutions within the Youngstown/Warren/Sharon regional metropolitan area.



**UNIVERSITY GUIDEBOOK****Title of Policy: Professional/Administrative Staff**

Responsible Division/Office: Human Resources  
Approving Officer: Vice President for Finance & Administration  
**Revision History:** March 1999; November 2009  
Resolution Number(s): YR 1999-114; YR 2010 –  
Board Committee: Internal Affairs  
**EFFECTIVE DATE:**  
Next review: November 2012

**Policy:** The University employs staff members with experience, degrees, and other credentials appropriate to their responsibilities.

**Purpose:** These procedures are designed to assure that qualified individuals are appointed as professional/administrative staff members.

**Parameter:** Professional/administrative staff perform non-teaching duties of a professional, administrative, or research nature and are not covered by existing Ohio Civil Service position classifications and regulations.

**Procedures:**

1. When a staff vacancy occurs, the appropriate supervisor will review the need for the position and forward a recommendation to the Dean or Executive Director. After review, the Dean or Executive Director will submit a recommendation to fill, modify, or eliminate the position to the appropriate division head.
2. The division head will review the recommendation and determine whether further consideration is appropriate. If appropriate, the recommendation is forwarded to the President, for his/her approval.

3. Filling of authorized positions must utilize recruitment activities that conform to the Affirmative Action procedures (2001.02) and procedures for the selection of Administrative Officers (9002.01).
4. Professional/administrative staff members are employed in full-time or part-time status (7021.03).
5. The Provost or appropriate Vice President will review the proposed offer of employment with the Executive Director of Human Resources prior to the offer to the successful candidate.
6. The offer of employment is extended by the Provost or appropriate Vice President upon the recommendation of the Dean or Executive Director and the person responsible for the employing unit.
7. The Office of Human Resources prepares the initial offer of employment and any subsequent renewal contracts.
8. Terms and conditions of employment of professional/administrative staff are outlined in the *YSU/YSU/APAS Agreement*, except for staff exempted from collective bargaining (e.g., coaches [7017.01], externally funded staff [7021.04], managerial staff, or appointments of less than .27 FTE).

**REDLINE VERSION**

**UNIVERSITY GUIDEBOOK**

**Subject:** **Title of Policy:** **Professional/Administrative Staff**

Responsible Division/Office: **Human Resources**

Approving Officer: **Vice President for Finance & Administration**

Revision History: **March 1999; November 2009**

Resolution Number(s): **YR 1999-114; YR 2010 –**

Board Committee: **Internal Affairs**

**EFFECTIVE DATE:**

Next review: **November 2012**

Developed by: **Jean R. Wainio** Authorized by: **G. L. Mears**

Title: **Interim Executive Director** Title: **Executive Vice President**

Human Resources **EFFECTIVE:** **June 11, 1999**

Date: **March, 1999**

**Policy:** The University employs staff members with experience, degrees, and other credentials appropriate to their responsibilities.

**RESOLUTION NUMBER:** **YR 1999 – 114**

**Purpose:** These procedures are designed to assure that qualified individuals are appointed as professional/administrative staff members. ~~and that systems for their development and improvement are identified.~~

**Parameter:** Professional/administrative staff perform non-teaching duties of a professional, administrative, or research nature and are not covered by existing Ohio Civil Service position classifications and regulations.

**Procedures:**

1. When a staff vacancy occurs, the appropriate supervisor will review the need for the position and forward a recommendation to the Dean or Executive Director.
- ~~2.~~ After review, the Dean or Executive Director will submit a recommendation to fill, modify, or eliminate the position to the ~~Provost or appropriate Vice President.~~ appropriate division head.

- ~~3.2.~~ The division head will review the recommendation and determine whether further consideration is appropriate. If appropriate, the recommendation is forwarded to the President, for his/her approval.
- ~~4.~~ The President authorizes the filling of .50 FTE or greater University staff positions, following discussion of each request by the President's Cabinet.
- ~~5.3.~~ Filling of authorized positions must utilize recruitment activities that conform to the Affirmative Action procedures (2001.02) and procedures for the selection of Administrative Officers (~~9001~~9002.01).
- ~~6.4.~~ Professional/administrative staff members are employed in full-time or part-time status (7021.03).
- ~~7.~~ Annually, the Executive Director for Human Resources will provide to the President, Provost, and Vice Presidents statewide, regional, and/or campus salary data for all professional/administrative positions.
- ~~8.5.~~ The Provost or appropriate Vice President will review the proposed offer of employment with the Executive Director of Human Resources prior to the offer to the successful candidate.
- ~~9.6.~~ The offer of employment is extended by the Provost or appropriate Vice President upon the recommendation of the Dean or Executive Director and the person responsible for the employing unit.
- ~~10.7.~~        The Office of Human Resources prepares the initial offer of employment and any subsequent renewal contracts.
- ~~11.8.~~        Terms and conditions of employment of professional/administrative staff are outlined in the *YSU YSU/APAS Agreement*, except for staff exempted from collective bargaining (e.g., coaches [7017.01], externally funded staff [7021.04], managerial staff, or appointments of less than .27 FTE).

Delete – covered in other policies or no longer relevant

## *UNIVERSITY GUIDEBOOK*

<p><b>Subject: Preparation of Policy, Institutional Procedure, and Administrative Procedure Pages</b></p>
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<p>Developed by: Shirley A. Carpenter          Title: Chairperson          Policies &amp; Procedures Task Force          Approved: October 4, 1996</p>	<p>Authorized by: Leslie H. Cochran          Title: President          Date: May 19, 1997  <b>EFFECTIVE: June 2, 1997</b></p>
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RESOLUTION NUMBER: YR 2000-63

**Purpose:** It is critical that all current Policies and Institutional Procedures are documented and communicated throughout the University. The *Guidebook* is specifically designed to contain all Policies and Institutional Procedures in a format that is consistent and user-friendly. The *Guidebook* also provides for the inclusion of Administrative Procedures developed and utilized within the Divisions of the University.

Copies of the *Guidebook* are widely distributed throughout the University for reference. New Policies and Institutional Procedures and changes to existing statements are issued when necessary to update the *Guidebook*.

The following Action Steps establish the framework for the preparation, publication, and distribution of new or revised Policy and Institutional Procedures.

**Action Steps:**

1. The process of initiating or revising a Policy is described at 0001.0 [Development of Policies] in the *Guidebook*. The process of initiating or revising an Institutional Procedure can be found at 0002.0 [Development of Institutional Procedures], and 0003.0 [Development of Administrative Procedures] describes the process for Administrative Procedures.
2. Upon the Authorization [see 0001.0, 0002.0, or 0003.0] of a new or updated Policy, Institutional Procedure, or Administrative Procedure, a copy is forwarded to the Office of the President. The forwarded copy should be on a three-inch computer disk utilizing either WordPerfect 6.0 or Word for Windows 6.0.
3. The new or updated Policy, Institutional Procedure, or Administrative Procedure will be placed on the standard *Guidebook* pages and be assigned a number.

NUMBER

**0003.00**

PAGE 2 of 2

4. Copies of the new or revised Policy, Institutional Procedure, or Administrative Procedure will then be distributed to all holders of the *Guidebook*.

## UNIVERSITY GUIDEBOOK

DELETE – no need to define divisional numbering

### **Subject: Numbering of Divisional Administrative Procedures**

Developed by: Charles McBriarty	Authorized by: Leslie H. Cochran
Title: Chairperson	Title: President
Policies & Procedures Task Force	<b>EFFECTIVE: March 10, 2000</b>
Approved: January, 2000	
RESOLUTION NUMBER: YR 2000-63	

Divisional Administrative Procedures are defined as operating guidelines established by one of the divisions of the University. The administrative procedures that have an impact beyond the division are found behind the "Divisional Section" tab located at the back of the *University Guidebook*.

A coded numbering system will be utilized as a method of identifying and tracking Divisional Administrative Procedures. This numbering code will utilize a series of three letters to identify the responsible division and two letters to identify the responsible department or unit within the division. A series of numbers follow to specify the sequence of the administrative procedure developed by that particular department or unit.

#### **Divisional Codes:**

Division of Academic Affairs	DAA
Division of Business and Financial Affairs	DBF
Division of Development & Community Affairs	DCA
Division of Student Affairs	DSA
Office of the President	PRS

**Department or Unit Codes:** Two of the letters from the words that identify the department or unit will be used as identifiers, e.g., the code for University Relations will be UR.

**NUMBER**  
**0006.00**

PAGE 2 of 2

The code found on the previous page would be located at the top right hand corner of the first page of a two page Administrative Regulation that was the seventh in a series of Administrative Regulations developed by the Office of University Relations, a unit of the Division of Development and Community Affairs.



**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

<b>FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b>							
<b>NAME</b>	<b>GENDER/RACE*</b>	<b>POSITION NEW or REPLACEMENT</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>SALARY/ FTE BASE SALARY</b>	<b>COMMENTS</b>
<b>July 2009</b>							
None.							
<b>August 2009</b>							
Dr. Ewelina Boczkowska	F/C	Replacement	Assistant Professor	Dana School of Music	8/17/2009	\$50,233 1.0 FTE	
Dr. Lewis Caccia	M/C	Replacement	Assistant Professor	English	8/17/2009	\$50,233 1.0 FTE	
Mr. Mark Corman	M/C	Replacement	Instructor	Accounting and Finance	8/17/2009	\$60,000 1.0 FTE	
Dr. Joseph D'Uva	M/C	Replacement	Assistant Professor	Art	8/17/2009	\$51,250 1.0 FTE	
Mr. Randall Goldberg	M/C	Replacement	Instructor	Dana School of Music	8/17/2009	\$39,000 1.0 FTE	
Dr. Molly Jameson-Cox	F/C	Replacement	Assistant Professor	Psychology	8/17/2009	\$54,000 1.0 FTE	
Ms. Laura McCaskey	F/C	Replacement	Instructor	Marketing (NonProfit)	8/17/2009	\$39,000 1.0 FTE	
Dr. Matthew Paylo	M/C	Replacement	Assistant Professor	Counseling and Special Education	8/17/2009	\$55,000 1.0 FTE	
Mr. Michael Pontikos	M/C	Replacement	Instructor	Marketing	8/17/2009	\$39,000 1.0 FTE	
Dr. Steven Reale	M/C	Replacement	Assistant Professor	Dana School of Music	8/17/2009	\$50,233 1.0 FTE	
Dr. Rocio Rosales	F/H	Replacement	Assistant Professor	Psychology	8/17/2009	\$55,000 1.0 FTE	
Mr. Joseph Sanson	M/C	Replacement	Instructor	School of Technology	8/17/2009	\$45,000 1.0 FTE	
Dr. Virgil Solomon	M/C	Replacement	Assistant Professor	Mechanical & Industrial Eng.	8/17/2009	\$60,000 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

<b>FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b>							
<b>NAME</b>	<b>GENDER/RACE*</b>	<b>POSITION NEW or REPLACEMENT</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>SALARY/ FTE BASE SALARY</b>	<b>COMMENTS</b>
Dr. Patrick Spearman	M/B	Replacement	Assistant Professor	Educ. Found., Res., Tech., & Ldrshp.	8/17/2009	\$55,000 1.0 FTE	
Dr. Jonathan Sperry	M/C	Replacement	Assistant Professor	Art	8/17/2009	\$50,233 1.0 FTE	
Dr. Alan Tomhave	M/C	Replacement	Assistant Professor	Philosophy and Religious Studies	8/17/2009	\$51,500 1.0 FTE	
Dr. Tacibaht Turel	F/C	New	Assistant Professor	Human Ecology	8/17/2009	\$51,000 1.0 FTE	
Dr. Richard Van Voorhis	M/C	Replacement	Assistant Professor	Counseling and Special Education	8/17/2009	\$75,000 1.0 FTE	
Dr. Thomas Wakefield	M/C	New	Assistant Professor	Mathematics and Statistics	8/17/2009	\$53,000 1.0 FTE	
Mr. Robert Wardle	M/C	Replacement	Instructor	Criminal Justice and Forensic Sciences	8/17/2009	\$39,295 1.0 FTE	
Dr. Jane Wetzel	F/C	Replacement	Associate Professor	Physical Therapy	8/17/2009	\$72,000 1.0 FTE	
<b>REHIRE:</b>							
Mr. Christopher Barzak	M/C	Replacement	Instructor	English	8/17/2009	\$38,485 1.0 FTE	
Mr. Randall Benner	M/C	Replacement	Instructor	Health Professions	8/17/2009	\$53,005 1.0 FTE	
Ms. Lori Carlson	F/C	Replacement	Instructor	Mathematics and Statistics	8/17/2009	\$48,895 1.0 FTE	
Mr. Daniel Coyne	M/C	Replacement	Instructor	School of Technology	8/17/2009	\$55,787 1.0 FTE	
Ms. Cynthia Daniels	F/B	Replacement	Instructor	Nursing	8/17/2009	\$45,639 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

**FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE**	POSITION <i>NEW or REPLACEMENT</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
Ms. Christine Dennison	F/C	Replacement	Instructor	Marketing	8/17/2009	\$44,453 1.0 FTE	
Dr. John George	M/C	Replacement	Assistant Professor	School of Technology	8/17/2009	\$56,925 1.0 FTE	
Mr. Daryl Gross	M/C	Replacement	Instructor	School of Technology	8/17/2009	\$41,400 1.0 FTE	
Dr. Jolien Heisel	F/C	Replacement	Assistant Professor	Economics	8/17/2009	\$51,768 1.0 FTE	
Mr. William Hrinko	M/C	Replacement	Instructor	School of Technology	8/17/2009	\$55,890 1.0 FTE	
Mr. Edmund Ickert	M/C	Replacement	Instructor	Computer Science & Info. Systems	8/17/2009	\$50,962 1.0 FTE	
Ms. Jaietta Jackson	F/B	Replacement	Instructor	Communication	8/17/2009	\$40,626 1.0 FTE	
Ms. Madalyn Janosik	F/C	Replacement	Instructor	Nursing	8/17/2009	\$61,799 1.0 FTE	
Ms. Jill McCullough	F/C	Replacement	Instructor	Accounting and Finance	8/17/2009	\$44,117 1.0 FTE	
Ms. Colleen McLean	F/C	Replacement	Instructor	Geological and Environmental Sciences	8/17/2009	\$38,485 1.0 FTE	
Ms. Renee McManus	F/C	Replacement	Instructor	Nursing	8/17/2009	\$53,418 1.0 FTE	
Ms. Dorian Mermer	F/C	Replacement	Instructor	Communication	8/17/2009	\$40,626 1.0 FTE	
Ms. Kathleen Mumaw	F/C	Replacement	Instructor	Accounting and Finance	8/17/2009	\$44,042 1.0 FTE	
Dr. Barbara O'Connor	F/C	Replacement	Assistant Professor	Teacher Education	8/17/2009	\$50,972 1.0 FTE	
Dr. Cathy Parrott	F/C	Replacement	Assistant Professor	Physical Therapy	8/17/2009	\$82,583 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

**FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
Mr. Thomas Pittman	M/C	Replacement	Instructor	English	8/17/2009	\$38,485 1.0 FTE	
Dr. David Politzer	M/C	Replacement	Assistant Professor	Art	8/17/2009	\$50,972 1.0 FTE	
Mr. Jack Reichert	M/C	Replacement	Instructor	Biological Sciences	8/17/2009	\$44,541 1.0 FTE	
Ms. Sueann Rendano	F/C	Replacement	Instructor	Nursing	8/17/2009	\$48,351 1.0 FTE	
Ms. Molly Roche	F/C	Replacement	Instructor	Nursing	8/17/2009	\$48,351 1.0 FTE	
Dr. Kurt Roscoe	M/C	Replacement	Assistant Professor	Art	8/17/2009	\$56,925 1.0 FTE	
Mr. Guy Shebat	M/C	Replacement	Instructor	English	8/17/2009	\$38,485 1.0 FTE	
Ms. Cynthia Shields	F/C	Replacement	Instructor	Nursing	8/17/2009	\$53,418 1.0 FTE	
Ms. Mary Shortreed	F/C	Replacement	Instructor	Nursing	8/17/2009	\$44,117 1.0 FTE	
Mr. Frank Sole	M/C	Replacement	Instructor	Management	8/17/2009	\$40,931 1.0 FTE	
Dr. Kathryn Tessmer	F/C	Replacement	Assistant Professor	Human Performance & Exercise Science	8/17/2009	\$52,153 1.0 FTE	
Ms. Bonnie Thompson	F/C	Replacement	Instructor	Nursing	8/17/2009	\$44,117 1.0 FTE	
Ms. Cynthia Vigliotti	F/C	Replacement	Instructor	English	8/17/2009	\$39,685 1.0 FTE	
Mr. Michael Villano	M/C	Replacement	Instructor	Accounting and Finance	8/17/2009	\$44,117 1.0 FTE	
Ms. Donna Walsh	F/C	Replacement	Instructor	Marketing	8/17/2009	\$40,365 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

<b>FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b>							
NAME	GENDER/RACE**	POSITION <i>NEW or REPLACEMENT</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
Ms. Amy Weaver	F/C	Replacement	Instructor	Nursing	8/17/2009	\$45,639 1.0 FTE	
Ms. Karla Wyant	F/C	Replacement	Instructor	Social Work	8/17/2009	\$40,934 1.0 FTE	
Mr. Mark Zetts	M/C	Replacement	Instructor	Human Ecology	8/17/2009	\$52,332 1.0 FTE	
Mr. Larry Zielke	M/C	Replacement	Instructor	Management	8/17/2009	\$50,449 1.0 FTE	
None.			<b>September 2009</b>				

<b>PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b>							
NAME	GENDER/RACE**	POSITION <i>NEW or REPLACEMENT</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
<b>July 2009</b>							
Ms. Christy Cameron	F/C	New	Assistant Director	Housing & Residence Life	7/1/2009	\$43,260 1.0 FTE	
Mr. Jason Corman	M/C	Replacement	Research Assistant	STEM	7/1/2009	\$20,000 .5 FTE	Externally Funded
Dr. Bryan DePoy	M/C	Replacement	Dean & Professor Operations & Technical Assistant	Fine & Performing Arts	7/1/2009	\$135,000 1.0 FTE	
Mr. Christopher Hartman	M/C	Replacement	Associate Director	WYSU-FM	7/1/2009	\$30,000 1.0 FTE	
Mr. James Kapoun	M/C	Replacement	Associate Director	Maag Library	7/1/2009	\$72,500 1.0 FTE	
Mr. Michael Kolakowski	M/C	Replacement	Asst. Football Coach	Intercollegiate Athletics	7/1/2009	\$50,000 1.0 FTE	
Ms. Angela Messenger	F/C	Replacement	Coordinator	Writing Center	7/1/2009	\$44,500 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

<b>PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL</b>							
<b>NAME</b>	<b>GENDER/RACE*</b>	<b>POSITION NEW or REPLACEMENT</b>	<b>TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>SALARY/ FTE BASE SALARY</b>	<b>COMMENTS</b>
Ms. Sandra Torres	F/H	New	Banner Data Specialist	Financial Aid	7/1/2009	\$34,662 1.0 FTE	
Ms. Jennifer Vliadic	F/C	Replacement	Housing Coordinator	Housing & Residence Life	7/1/2009	\$28,000 1.0 FTE	
<b>August 2009</b>							
Ms. Lori Marshall	F/C	Replacement	Coordinator	Center for Student Progress	8/1/2009	\$30,632 1.0 FTE	
Mr. Thomas Henry	M/C	Replacement	Research Fellow	Physics & Astronomy	8/1/2009	\$24,000 1.0 FTE	
Ms. Carrie Clyde	F/C	New	Wellness Coordinator	Human Resources	8/1/2009	\$41,084 1.0 FTE	
Mr. Michael Hripko	M/C	New	Director, Research & Development	STEM	8/16/2009	\$75,000 1.0 FTE	
Ms. Hillary Fuhrman	F/C	New	Assistant Director	Assessment	8/17/2009	\$19,918 .5 FTE	
<b>September 2009</b>							
Ms. Mandi Campana	F/C	Replacement	Fitness Coordinator	Campus Recreation	9/1/2009	\$37,517 1.0 FTE	
Ms. Tina Lehman	F/C	Replacement	Instructional Specialist	Rich Center	9/8/2009	\$17,160 1.0 FTE	
Ms. Alecia Hickman	F/C	Replacement	Instructional Specialist	Rich Center	9/8/2009	\$17,160 1.0 FTE	
Mr. Douglas Covert	M/C	Replacement	Instructional Specialist	Rich Center	9/8/2009	\$17,160 1.0 FTE	
Ms. Rachel Calhoun	F/C	Replacement	Instructional Specialist	Rich Center	9/8/2009	\$17,160 1.0 FTE	
Mr. Casey Annico	M/C	Replacement	Instructional Specialist	Rich Center	9/8/2009	\$17,160 1.0 FTE	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

**CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY**

NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
<b>July 2009</b>							
Ms. Canice Tokash	F/C	Replacement \$24.08	Programmer/Analyst 4	Computer Services	7/27/2009	\$50,086 1.0 FTE	
Ms. Lisa McLaughlin	F/C	Replacement \$16.19	Customer Service Assistant 2	Student Accounts & Univer. Receivable	7/27/2009	\$33,675 1.0 FTE	
Mr. James Kleeh	M/C	Replacement \$24.08	Programmer/Analyst 4	Computer Services	7/27/2009	\$50,086 1.0 FTE	
<b>August 2009</b>							
None.							
<b>September 2009</b>							
Ms. Donna James	F/B	Replacement \$28.26	Payroll Specialist 1	Payroll	9/28/2009	\$58,780 1.0 FTE	Promotion

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
<b>RETIREMENTS:</b>							
None.							
<b>SEPARATIONS:</b>							
Ms. Carol Vitelli	F/H	P/A	Prospect Research	University Development	7/2/2009	\$16,069	Resigned
Ms. Danielle Dabbs	F/C	P/A	Assistant Coach	Intercollegiate Athletics	7/27/2009	\$29,849	Resigned
Ms. Shelly Dwyer	F/C	P/A	Content Analyst	Mathematics	7/31/2009	\$37,080	Resigned
Ms. Melanie Anguili	F/C	P/A	Coordinator	SCOPE	8/3/2009	\$33,406	Resigned
Mr. Jason Corman	M/C	P/A	Research Assistant	STEM	8/15/2009	\$20,000	Resigned
Ms. Jaelyn Lucas	F/C	P/A	Asst. Content Analyst	Mathematics	8/7/2009	\$27,000	Resigned
Mr. Shawn Cobey	M/C	P/A	Asst. Coach, Track	Intercollegiate Athletics	8/14/2009	\$28,000	Resigned
Ms. Megan Bowser	F/C	P/A	Instruction Specialist	Rich Center	8/21/2009	\$23,793	Resigned
Ms. Morgan McGarry	F/C	P/A	Instruction Specialist	Rich Center	8/25/2009	\$23,793	Resigned
Ms. Monica Jones	F/B	P/A	Academic Coordinator	Beeghly College of Education	8/31/2009	\$41,342	Contract Ended
Ms. Vanessa Sabo	F/C	P/A	Lead Instruction Spc.	Rich Center	8/31/2009	\$24,507	Resigned

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
JULY 1, 2008 - SEPTEMBER 30, 2008**

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
Mr. Rufus Hudson	B/M	P/A	Metro Marketing	Metro College	9/15/2009	\$51,182	Contract Ended
Mr. Joseph Marino	M/C	P/A	Research Associate	Islamic Studies	9/30/2009	\$30,213	Resigned
Mr. Ivan Maldonado	M/H	Classified	Payroll Specialist 2	Payroll	7/21/2009	\$62,525	Termination
Ms. Elizabeth Thiry	F/C	Classified	Systems Analyst 2	Computer Services	7/6/2009	\$58,011	Resigned
*Race abbreviation codes:							
A = Asian or Pacific Islander, origins in any of the original peoples of the Far East, Southeast Asia, Pacific Islands, or Indian subcontinent.							
B = Black (not of Hispanic origin), origins in any of the black racial groups.							
C = White (not of Hispanic origin), origins in the original peoples of Europe, North Africa, or the Middle East.							
H = Hispanic, Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture.							
N = American Indian or Alaskan Native, origins in any of the original peoples of North America.							



DELETE – covered under POLICY 3003.01

## **UNIVERSITY GUIDEBOOK**

### **Subject: Awarding Intercollegiate Athletic Broadcast Rights**

Developed by:	James P. Tressel	Authorized by:	C. Vernon Snyder
Title:	Executive Director Intercollegiate Athletics	Title:	Vice President Development & Community Affairs
Date:	July, 1998	EFFECTIVE:	12-11-98

**Policy:** To gain the greatest possible external exposure for the University's Intercollegiate Athletic program and to realize income when feasible, the President, or designee, grants electronic media rights.

RESOLUTION NUMBER: YR 1999 - 26

#### **Procedures:**

1. In consultation with the Department of Materials Management, a Request for Proposal (RFP) will be prepared by the Department of Intercollegiate Athletics
2. The RFP may include, but is not limited to, the following information: monetary compensation, promotion on other broadcast media, on-air and other promotional support, game-day broadcast, broadcast talent team, and promotional support of other non-athletic-related University programs and/or services.
3. The RFP will be distributed by the Department of Materials Management to all commercial broadcasting organizations licensed by the Federal Government within the five-county area of Mahoning, Trumbull, Columbiana, Lawrence, and Mercer counties.
4. In addition, the RFP may be distributed by the Department of Materials Management to all commercial broadcasting organizations licensed by the Federal Government in geographic areas selected for solicitation by the Department of Intercollegiate Athletics outside the five-county area. Such RFP's will be prepared in consultation with the Department of Materials Management by the Department of Intercollegiate Athletics and need not be identical to the RFP distributed within the five-county area.

**Agenda Item E.4.d.  
Exhibit J**

5. Timely submitted proposals will be reviewed by members of an Advisory Committee comprised of representatives from the Departments of Intercollegiate Athletics, Materials Management, and members of the University community with applicable expertise. Committee members will be appointed by the Vice President for Development and Community Affairs or designee.
6. The Committee will review the proposals for compliance with the RFP. Proposals not in compliance will not be further considered. Proposals that are in compliance will be further evaluated by the committee utilizing the following criteria: signal strength (quality) and coverage area, ratings and audience demographics, monetary compensation, ability to promote the University, and other factors that serve the best interest of the University.
7. Based upon the evaluation the Committee will prepare a written statement that advances recommended broadcast proposals and sets forth the rationale for the recommendations.
8. The Committee's recommendation will be forwarded to the Executive Director of Intercollegiate Athletics. The Executive Director of Intercollegiate Athletics will forward the recommendation to the Vice President for Development and Community Affairs for final selection. In the event the Executive Director is also the head coach of the sport that is the subject of the proposal, or the Executive Director has an interest—contractual or otherwise—in any of the recommended broadcasting organizations, the selection will be made by the Vice President for Development and Community Affairs.
9. Radio broadcast rights will be awarded for a term specific in the RFP not to exceed four years. In the event that radio broadcast rights are awarded for a terms of less than four years, the successful broadcasting organization may be awarded additional one-year contracts, not to exceed a total term of four years, upon mutually agreeable terms, without the need for a rebid in accordance with the following:
  - The successful broadcasting organization and the Committee will meet to discuss whether the broadcast rights should be reawarded.
  - The committee will recommend whether the broadcast rights should be reawarded or rebid to the Executive Director of Intercollegiate Athletics. The Executive Director of Intercollegiate Athletics will forward the recommendation to the Vice President for Development and Community Affairs for final selection based upon the best interests of the University. In the event that the Executive Director is also the head coach of the sport that is the subject of the proposal, or the Executive Director has any interest—contractual or otherwise—in the successful broadcasting organization under consideration for the reawarding of broadcast rights, the decision will be made by the Vice President for Development and Community Affairs.

10. National Collegiate Athletics Association (NCAA) and affiliated conference rules and regulations govern all post-season play-off games.
  
11. Individual game rights, when regular or post-season rights have not been awarded, may be granted to the University rights holder on a first-right-of-refusal basis. If the rights holder does not accept the rights, they may be granted without the need for an RFP on a game-by-game basis by the Department of Intercollegiate Athletics through the Executive Director of Intercollegiate Athletics or designee. The Department of Intercollegiate Athletics through the Executive Director of Intercollegiate Athletics, will make a recommendation to the Vice President for Development and Community Affairs. The final decision will be made by the Vice President for Development and Community Affairs. Such broadcast rights are generally reserved for sports which are not regularly broadcast and which are not specifically under contract.

# CENTENNIAL CAMPUS MASTER PLAN UPDATE

December 2009

The following Amendments are made to the Centennial Campus Master Plan:

1. Flats at Wick: Amend the Plan to reflect the private development of a 400-bed student apartment complex between Elm and Bryson south of Elm and the relocation of University parking to adjacent parcels. *(SL 9-01)*
2. Lyden-Cafaro Quadrangle Phase 2: Amend the Plan to reflect retention of the existing residential/commercial property proposed for acquisition and redevelopment for a third University dormitory building. *(SL 9-02)*
3. WATTS Indoor Athletic Facility: Amend the Plan to reflect the development of the WATTS Facility on the current site of the track. *(A&PE 9-01)*
4. North Gateway Parking Lot: Amend the Plan to reflect the development of a 175-car parking lot on the current site of the tennis courts. *(A&PE 9-02)*
5. Outdoor Athletic, Physical Education and Recreational Facilities: Amend the Plan to reflect the relocation of the track, soccer field, softball diamond, tennis courts and recreational fields west of Fifth *(A&PE 9-03)*
6. Wick Pollock: Amend the Plan to reflect the restoration of the Mansion and the removal of the Addition structure *(PM 9-01)*

**Agenda Item E.3.h.  
Exhibit K**

**REPORT TO THE YOUNGSTOWN STATE UNIVERSITY  
BOARD OF TRUSTEES**

**Submitted by:**

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE  
SCOTT R. SCHULICK, CHAIR**

**DECEMBER 16, 2009**

The Presidential Search Advisory Committee (PSAC) is pleased to present this report to the Youngstown State University Board of Trustees. We wish to express our gratitude for the trust you placed in the members of the committee to assist the Board with the search process.

The PSAC received the Board of Trustees' charge and convened on July 28, 2009 to organize its work. The initial activity centered on the planning of a site visit by search consultants Dr. Charles I. Bunting, and Ms. Vicki Henderson of the Storbeck, Pimentel search firm. Dr. Bunting and search committee members were present on campus on September 1-2, 2009, and various forums were organized to receive input about Youngstown State University from students, faculty, staff, alumni, retirees and community members. Utilizing the information gathered during the site visit, a "Profile of the Institution and Position" was prepared and adopted at the PSAC meeting on September 22, 2009. The "Profile" was the basis for the development of a position description and announcement placed in national publications such as *The Chronicle for Higher Education*, as well as other national and local print media, websites, and publications. The PSAC met on October 28, 2009 to discuss issues relative to the process and to plan for the review of candidate materials.

Between September and November 2009, the search consultants had contact with approximately 300 individuals who were recruited, nominated or expressed interest in applying for the position. The PSAC began review of nominations and applicants in November 2009. On November 17, 2009, the committee met to review and discuss nominations and applications to determine candidates to be interviewed on December 4-5, 2009 at the Cleveland Renaissance Hotel in downtown Cleveland. Eleven individuals were interviewed. Four individuals were identified to be the most qualified for the position. The search committee, in conjunction with the search firm, began background checks and referencing for the four individual identified for further review by the Board of Trustees.

The PSAC met on December 15, 2009 and confirmed that the four individuals identified warranted further consideration by the Board of Trustees. The PSAC believes that it has followed the instructions it received in its charge to the best of its ability and is pleased to present the following individuals for consideration by the Board of Trustees for the position of President, Youngstown State University:

**Agenda Item H.1.a.  
Exhibit L**

Page 2  
PSAC Report

Dr. Cynthia Anderson	Vice President for Student Affairs Youngstown State University, Youngstown, OH
Dr. C. Jack Maynard	Provost and Vice President for Academic Affairs Indiana State University, Terre Haute, IN
Dr. Cheryl J. Norton	President Southern Connecticut State University, New Haven, CT
Dr. Aaron Podolefsky	President University of Central Missouri Warrensburg, MO

The PSAC recommends that the Board of Trustees identify which candidates it intends to invite for campus interviews, tentatively scheduled to begin the week of January 11, 2010 and continuing through the week of January 25, 2010 if required.

The PSAC will meet next on January 6, 2010.

Respectfully submitted:

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE**



Scott R. Schulick  
Chair

**PRESIDENTIAL SEARCH ADVISORY COMMITTEE**

Scott R. Schulick, Chair	-Vice President-Investments, Farmers Trust Company -Chair, YSU Board of Trustees
Donald Cagigas, Vice-Chair	-Retired, Chief Professional Officer, Youngstown/Mahoning Valley United Way -Retired, Chief Executive Officer, Bank One, Youngstown, NA -Former YSU Trustee
Sudershan K. Garg, M.D.	-Blood & Cancer Center, Inc. -Vice Chair, YSU Board of Trustees
Millicent S. Counts	-Executive Director, United Methodist Community Center -YSU Trustee
Harry Meshel	-Former State Senator, President of the Ohio Senate & the Ohio Democratic Party -YSU Trustee
Carole S. Weimer	-Special Education Teacher, Liberty High School -YSU Trustee
Daniel J. DeMaiolo	-Senior, Marketing -YSU Student Trustee
Germaine Bennett	-Retired, Assistant Superintendent for Human Resources & Labor Relations, Youngstown City Schools -President, YSU Alumni Society
Anthony M. Cafaro, Jr.	-Vice President, The Cafaro Company -Vice Chair, Regional Chamber Board of Directors
James W. Cossler	-Chief Executive Officer, Youngstown Business Incubator
The Hon. Diane S.A. Vettori	-Mahoning County Court Judge
Zachary Brown	-President, YSU Student Government
C. Reid Schmutz	-President, Youngstown State University Foundation
Dr. Peter J. Kasvinsky	-Dean, YSU Graduate Studies & Research
Dr. Sunil Ahuja	- Acting Chair of History and Associate Professor of Political Science; American Council on Education Fellow

Page 4  
PSAC Report

- |                                |   |
|--------------------------------|---|
| Dr. Nancy White                | -Professor, YSU Psychology Department<br>-President, YSU-OEA  |
| Dr. Chester R. Cooper          | -Professor, YSU Biological Sciences Department<br>-President, YSU Academic Senate   |
| Dr. William C. Binning         | -Professor Emeritus & Interim Chair,<br>YSU Political Science Department  |
| Mary I. Slaven                 | Administrative Assistant, YSU Admissions Office; YSU<br>Residency Officer   |
| Dr. Amy L. Cossentino          | -Assistant Director, YSU University Scholars & Honors<br>Program  |
| Philip Hirsch                  | -Retired, YSU Executive Director of Administrative<br>Services  |
| Hugh G. Earnhart               | -YSU Retirees Association<br>-Professor Emeritus, YSU Department of History   |
| Ex-Officio:                    |   |
| Atty. Franklin S. Bennett, Jr. | -Secretary to the Search Advisory Committee<br>-Secretary to the YSU Board of Trustees<br>-Deputy Legal Counsel, Stifel, Nicolaus & Co. |
| Marilynn S. Butler             | -Administrative Assistant to the Search Advisory<br>Committee<br>-Administrative Assistant, YSU Office of the President                 |



### **Charge to the Presidential Search Advisory Committee**

The Presidential Search Advisory Committee is an advisory committee to the Board of Trustees of Youngstown State University. The selection of the President will be made by the Board of Trustees.

In its work the Presidential Search Advisory Committee shall:

1. Consult with the Board of Trustees regarding desirable qualifications and characteristics of the next President of the University.
2. Work with the search advisory firm selected by the Board, Storbeck/Pimentel & Associates, LLC and consultant Dr. Charles I. Bunting, to create a timetable and process that will permit the selection of the next President not later than the Board of Trustees' meeting to be held March 12, 2010.
3. Work with the search advisory firm selected by the Board of Trustees to search for, evaluate, screen and identify the best qualified candidates for further consideration by the Board, based on the qualifications and characteristics of the next President as may be determined by the Board.
4. Conduct an active, national search to attract highly qualified applicants.
5. Provide the Board of Trustees and University community with regular reports regarding the progress of the search.
6. Not later than January 15, 2010, present to the Board of Trustees, without ranking, no more than five, nor less than three, candidates determined by the Committee to be best qualified to serve as President. The Board of Trustees will determine which of the candidates may be invited to campus for interviews.
7. Conduct the search and applicant review processes in accordance with Ohio's open meeting, public records and ethics laws. The Committee's consideration of individual candidates should be conducted in confidence to the extent permitted by these laws.
8. Youngstown State University is an equal opportunity employer and is committed to diversity in its hiring practices. The Committee will conduct its work in accordance with applicable law and University policy.
9. The Chairperson of the YSU Board of Trustees shall be the chair of the Presidential Search Advisory Committee and shall be the official and only spokesperson for the Committee.

# Youngstown

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## STATE UNIVERSITY

### **Profile of the Institution and Position**

The Youngstown State University (YSU) Board of Trustees invites applications and nominations for the position of President. Over the past decade, YSU has broadened and diversified its programs and services, strengthened its enrollment and fundraising, and expanded its partnership role with the city of Youngstown and the Mahoning Valley region, as well as reaching out to its alumni worldwide. Building on this solid foundation, the next decade promises to be dynamic and change-oriented, with new opportunities to enhance its undergraduate programs, to build and expand graduate programs, to further develop its role in research and development, to strengthen its global partnerships, and to play new leadership roles in the education and economic lives of its community and region. The Board seeks a dynamic, energetic, and visionary leader to work closely with the entire University community to more fully achieve its mission and potential, emphasizing a creative, integrated approach to education, scholarship, and service.

#### **History and Overview**

The University's origins trace back to 1908, when the local branch of the YMCA established a school of law within the Youngstown Association School. Thirteen years after its founding the school changed its name to Youngstown Institute of Technology. Two years later, the school relocated and in 1928 changed its name again to Youngstown College. The name of the school then changed twice: in 1955 to Youngstown University, and in 1967, it became part of the state system as Youngstown State University.

Youngstown State University has blossomed into a vital institution of higher learning, impacting the lives and fulfilling the dreams of tens of thousands of individuals and families across Northeast Ohio, Western Pennsylvania and beyond. Throughout its history, the institution has maintained strong community support, both in Youngstown and throughout the Mahoning Valley, and has become a central and crucial part of the present and future of the city of Youngstown. That support has never been more evident than in its recent Centennial Campaign, discussed in greater detail below. The University has more than 88,000 alumni worldwide.

**Mission.** *Youngstown State University—an urban research university—emphasizes a creative, integrated approach to education, scholarship, and service. The University places students at its center; leads in the discovery, dissemination, and application of knowledge; advances civic, scientific, and technological development; and fosters collaboration to enrich the region and the world.*

*The University:*

- *Creates diverse educational experiences that develop ethical, intellectually curious students who are invested in their communities;*
- *Provides access to a broad range of undergraduate programs;*
- *Offers graduate programs in selected areas of excellence, including those that meet the needs of the region;*
- *Supports economic development through applied learning and research;*
- *Integrates teaching and learning, scholarship, and civic engagement;*
- *Fosters understanding of diversity, sustainability, and global perspectives; and*
- *Advances the intellectual and cultural life of the city, region, and world.*

**Vision.** *Youngstown State University will become a national model for university-community engagement that enhances teaching and learning, student and faculty research, and community well-being. The University will expand its regionally focused mission to include national and international emphases, while working with other colleges and universities, business and industry, and the K-12 community to stimulate the economic, technological, and cultural rebirth of Ohio.*

**Governance.** Youngstown State is a part of the University System of Ohio which consists of 13 public university campuses, one independent medical college, 24 regional branch campuses, and 23 community colleges, as well as adult literacy and adult workforce centers. The University System of Ohio is led by Chancellor Eric Fingerhut, and a nine-member Board of Regents serves as an advisory board to the chancellor. YSU is governed by a Board of eleven trustees who are appointed by the Governor with the advice and consent of the Senate. Two of the trustees are students at YSU. The Board maintains four committees: Academic and Student Affairs, External Relations, Finance and Facilities, and Internal Affairs.

As part of the *Ohio Strategic Plan for Higher Education 2008-2017*, Youngstown State University has been named by the Ohio Board of Regents as one of seven “urban research institutions.” Ohio’s urban research universities constitute a significant foundation for economic development and have evolved with their cities. Youngstown State must provide the Youngstown area with the talent and research base for the growth of new companies and industries to replace those that have been lost to a changing economy. With the expansion of community college education in the region, YSU will be

better able to focus on its indispensable role in the economic rebirth of the Mahoning Valley. The state will encourage this role by authorizing and supporting undergraduate and graduate programs that focus on quality and relevance to economic rebirth. To view the Ohio Strategic Plan for Higher Education 2008-2017, please visit <http://www.uso.edu/strategicplan/downloads/documents/strategicPlan/USOStrategicPlan.pdf>

**Enrollment.** Youngstown State University has experienced a period of substantial growth in enrollment, and in the fall of 2009, experienced a 7.1 percent increase over 2008, with a current enrollment of approximately 14,600 students. In 2000, enrollment was at 11,787, and since that time has grown by nearly 25 percent, the highest rate of growth among Ohio's state universities during that period.

**Academics.** YSU offers over 100 undergraduate majors, including certificates, associate, and bachelor's degrees, 35 master's programs, and doctorates in educational leadership and physical therapy. The University offers distinctive honors programs for its students, described below. YSU is a member of the Northeast Ohio Universities College of Medicine and Pharmacy (NEOUCOMP), which offers an accelerated six-year B.S./M.D. The academic program includes six colleges and the School of Graduate Studies and Research. As called for in the state's 10-year strategic plan for Higher Education, YSU has named four Centers of Excellence: Materials Science and Engineering, Applied Chemical Biology, International Business, and the Rich Center of Excellence for the Study of Autism. These Centers were formed under a resolution approved by the Board of Trustees in June of 2009. The academic strategic plan 2007-2013 is available for review at [http://www.yzu.edu/provost/communications/Academic\\_Strategic\\_Plan\\_Final\\_6-20-07.pdf](http://www.yzu.edu/provost/communications/Academic_Strategic_Plan_Final_6-20-07.pdf).

For additional information on the Colleges, please view the following:

Beeghly College of Education - <http://www.coe.yzu.edu/>  
Bitonte College of Health & Human Services - <http://bchhs.yzu.edu/>  
College of Fine & Performing Arts - <http://www.fpa.yzu.edu/index.shtml>  
College of Liberal Arts and Social Sciences - <http://www.yzu.edu/class/>  
College of Science, Technology, Engineering, and Mathematics - <http://stem.yzu.edu/>  
School of Graduate Studies & Research - <http://www.yzu.edu/gradschool/>  
Williamson College of Business Administration - <http://www.yzu.edu/williamson/>

YSU completed a two-year self-study, and a site visit was conducted by the Higher Learning Commission in February 2008, with continuing accreditation granted by the Commission. To view the self-study and site-team report visit <http://www.ysu.edu/accreditation/>. The University has received accreditation for a broad range of programs including Business (AACSB), Art (NASAD), Engineering (ABET), and Education (NCATE). For a full list of accredited programs, visit <http://www.ysu.edu/institutional-research/Accreditations2007.pdf>.

**Students.** The Fall 2009 enrollments include approximately 12,000 undergraduates and 2,600 graduate students. Minority student enrollments have reached an all-time high in the Fall of 2009 and represent 19.6 percent of the total student population. An additional one percent of total enrollments are international students. Non-traditional students comprise 30 percent of the undergraduate population at YSU with approximately 3,000 on campus. While YSU serves a large number of commuter students, roughly 10 percent of students live in campus or campus-related housing. The University offers a number of attractive housing options including the Lyden, Kilcawley, Weller, and Wick Houses as well as the University Courtyard Apartments. In addition, students in the University Scholars program, Honors, Emerging Leaders Community, and B.S./M.D. reside in the Cafaro House.

Admission to the Leslie H. Cochran University Scholars program is the most prestigious award offered by YSU, with Scholars receiving a full scholarship including tuition, room and board, and a textbook allowance for four years. Besides challenging honors coursework and a final honors thesis, students in the program provide the community with 60 hours of service each year. The program, now in its seventeenth year, awards 40 new scholarships annually.

The Andrews Student Recreation and Wellness Center opened in the Fall of 2005, offering a wide variety of exercise and fitness equipment. Youngstown students can become involved in over 40 intramural sports each year and participate in recreational programs, events, and clinics ranging from cardio kickboxing to ultimate Frisbee.

Students are encouraged to become involved in a broad range of students organizations, service projects, and philanthropic projects, as well as student government, the *Jambar* student newspaper, and Greek Life. Many of the institution's student organizations forge partnerships with local businesses and offer students an opportunity to gain real-world experiences.

Students, through the Center for International Studies and Programs, also have several opportunities to gain international exposure through studying abroad or through many faculty-led study tours throughout the world.

The Marion G. Resch Center for Student Progress cultivates student success by offering a variety of services including free tutoring, supplemental instruction, and peer mentoring among other opportunities for academic growth.

**Faculty.** In the fall of 2009, YSU employs 409 full-time faculty members, including 34% full professors, 25% associate professors, 30% assistant professors, and 11% instructors. Additionally, there are 36 departmental chairpersons who are half-time faculty and half-time administrators. Faculty members are committed to the success of students and are actively engaged in research. YSU faculty was awarded \$11.68 million in external grants and contracts in 2008-2009, an increase of 72 percent over the previous year's record total of \$6.8 million. Of this total, \$9.4 million was awarded through competitive applications and \$2.2 million through congressional appropriations. The average class size is 22 in lecture classes and 10 in labs with an overall student to faculty ratio of 19:1.

**Academic and Classified Staff.** Youngstown's academic and classified staff includes 668 full-time and 97 part-time employees. They are distinguished by their dedication and loyalty to the institution's mission and students and are critical to the overall success of the institution and of individual students. They recruit, advise, register, employ, lead, and engage students outside the classroom. They provide the needed resources and support that enable the more visible parts of the campus to function effectively.

In addition to approximately 200 exempt staff, other YSU employees are represented by four unions. YSU service employees are represented by YSU-FOP (police officer and dispatchers) and YSU-ACE (all other staff classifications). The professional/administrative employees are represented by YSU-APAS, and the faculty union is YSU-OEA. In addition to the progress described above in achieving greater diversity within its student body, YSU also has made considerable strides increasing the diversity of its faculty and staff during this decade.

**Athletics.** Youngstown State University is an NCAA Division I School. The football team, which has a proud history of having won four national championships within its division in the 1990's, is in the Missouri Valley Football Conference and the NCAA's Football Championship Subdivision (formerly Division I-AA); other teams compete in the Horizon League. Men's sports include baseball, basketball, cross country, football, golf, tennis, and track and field. Women's sports include basketball, cross country, golf, soccer, softball, swimming and diving, tennis, track and field, and volleyball. The teams are supported by a spirit squad, which includes a cheerleading squad, a marching band, and a majorette squad. The team mascot is the Penguin.

YSU student-athletes also excel in the classroom. During the 2008-09 academic year, 88 student-athletes earned a perfect 4.0 grade-point average. More than fifty percent received at least a 3.0 GPA.

**Budget.** The Fiscal Year 2010 operating budget of \$169,103,000 is \$2.52 million higher than the FY 2009 operating budget. The General Fund budget increased by \$2.1 million or 1.4% and the Auxiliaries budget increased by \$421,000 or 2.3%. The State of Ohio appropriations make up 33.4 percent of the General Budget. For the five-year period of FY06 to FY10, YSU's state funding has increased by 11.5 percent. To view the 2010 budget, visit <http://www.yzu.edu/vpadmin/budgetdocs/FY10BudgetDocument.pdf>.

**Facilities.** The YSU campus has a park-like central core ringed by classroom and administrative buildings, many of which have been constructed in the past twenty-five years. The university also maintains historic buildings such as Jones Hall, a limestone structure built in 1931. While YSU is an urban institution, the campus does not fit the mold of a city university, providing an aesthetic and peaceful setting and a wide variety of trees and plant life. Construction is currently underway for the state-of-the-art \$34.3 million, 110,000-square-foot Williamson College of Business Administration building, which will house classroom and laboratory facilities. The facility is scheduled to open for fall 2010 classes and will connect the college and the university to the downtown Youngstown business district.

YSU recently installed a \$1.5 million comprehensive campus communication and alarm system to enhance student and campus safety. The Board approved bond financing for Centennial Master Plan Projects, and Phase 1 financing of \$22.6 million was obtained. To view the Centennial Master Plan, visit <http://cfweb.cc.yzu.edu/psi/pdf%20files/cmp/1-Centennial%20Campus%20Master%20Plan.pdf>.

The McDonough Museum of Art, located on the YSU campus, is a division of the College of Fine and Performing Arts. It opened its doors to the public in 1991 and has grown to become a vital center for contemporary art, education and community serving both the University and region. The Museum exhibits the work of national and international artists as well as Department of Art faculty and students.

As is the case on many campuses today, there is a growing movement toward sustainability on the Youngstown campus. YSU currently recycles 45% of its trash stream, has led the state with its dining hall composting efforts, and works closely with the county on its initiatives. The new Williamson College of Business building is designed in line with standards of the Leadership in Energy and Environmental Design (LEED) U.S. Green Building Council Rating System.

**Fundraising.** The University recently celebrated 100 years of service, a centennial that included a highly successful advancement campaign. With an original goal of \$43 million, the Centennial Campaign in fact has exceeded \$50 million. The campaign goals included endowed undergraduate and graduate scholarships, college and programmatic endowments, capital improvements, including major support for the new Warren P. Williamson Jr. College of Business Administration Building, currently under construction, support for engineering and science laboratories and an athletics indoor practice facility, and support for the Annual Fund.

For the second year in a row, the YSU annual fund raised more than \$1 million in contributions at a time when many universities have experienced significant declines. During fiscal year 2008-2009, contributions totaled \$4.765 million. Recently, the Kresge Foundation issued a challenge grant for \$1.2 million if the University raises \$2.4 million by December 31, 2009. This grant will help the University reach its philanthropic goal for the Williamson College of Business Administration facility currently under construction.

The YSU Foundation, an independent 501 (c)(3) organization with a separate governing board, had assets of \$150 million on August 31, 2009. The Foundation distributes more than \$6 million annually from more than 400 endowment funds for various academic purposes, primarily scholarships.

**The Youngstown Region.** Youngstown is located in northeastern Ohio along the Mahoning River, 65 miles southeast of Cleveland and 61 miles northwest of Pittsburgh, allowing residents to travel between 60 and 90 minutes to reach larger metropolitan areas and their international airports. Youngstown serves as the county seat of Mahoning County, but both are just a portion of the rich tapestry that is the Mahoning Valley region which includes Trumbull County and its county seat, Warren, as well as Columbiana County. The region's MSA represents a population of more than 600,000.

While the Youngstown Region is a short drive from two major metropolitan areas, the region offers a multitude of reasons for people to look no further than their back yard. This area boasts an affordable cost of living and one of the country's most affordable housing markets. It's always changing for the better and is rich in business opportunities, talented young people and culture.

In August 2009, *Entrepreneur* magazine named the Youngstown/Warren area among the top 10 places to start a business. Factors in ranking Youngstown so high include young, dynamic civic leaders and exciting and thriving tech ventures like Turning Technologies and the Youngstown Business Incubator. But the area is not resting on its laurels where this is concerned. Leaders are in the process of developing a business incubator in Warren, as well. Additionally, programs like YSU's Grow Home and the Regional Chamber's Regional Entrepreneurial Assistance Channel (REACH) of the Mahoning



Valley have been established to encourage young professionals to call the Youngstown region home after graduation and to invest their time, energy and ideas here. REACH and other similar programs are designed to assist entrepreneurs in the creation, fine-tuning and realization of business plans, all to increase the economic vitality and diversity of the region.

Cultural diversity, on the other hand, has never been in short supply in the region and is fed by the spirit and energy of our people. Youngstown offers a broad array of entertainment at venues such as the DeYor Performing Arts Center, Stambaugh Auditorium, Packard Music Hall, the Covelli Centre and the Warren Amphitheater. DeYor Performing Arts Center houses the Youngstown Symphony Orchestra, which has contributed to the musical and educational life of the Mahoning Valley for 82 years. Stambaugh Auditorium and Packard Music Hall also host numerous musical and cultural events throughout the year. The Youngstown Playhouse, a community theater, performs a variety of plays and musicals year-round and has been active for more than 80 years. The Covelli Centre attracts a broad range of popular musical acts and performers, including Kelly Clarkson, Disney on Ice, the Trans-Siberian Orchestra and Circ de Sole, and is home to the Youngstown Phantoms, a United States Hockey League team. In the summer, residents can enjoy outdoor movies and concerts at the Warren Amphitheater.

This region is also fortunate to have a multitude of cultural centers, such as the Butler Institute of American Art, located immediately adjacent to the YSU campus. At 90 years old, the museum was the country's first dedicated to American art and makes its extensive collection free to the public. Other museums offer a look at the rich history of the area, including the steel industry, with extensive collections on display at the Arms Family Museum of Local History, the Youngstown Historical Center of Industry and Labor, the National Packard Museum and the Sutliff Museum in Warren. Children of all ages will enjoy the Children's Center for Science and Technology, offering hands-on educational exhibits and interactive activities. For the outdoor enthusiasts, Mill Creek Park encompasses approximately 3,000 acres and 15 miles of trails. Its attractions include gardens, streams, lakes, woodlands, meadows and wildlife. A bike trail links Mahoning and Trumbull counties, and serious cyclists can ride the trail from Trumbull County north to Lake Erie.

Residents of the region are sports enthusiasts, and they have a variety of offerings to choose from. In addition to the Youngstown Phantoms, the region is home to a Cleveland Indians farm team, the Mahoning Valley Scrappers. A short drive to Cleveland or Pittsburgh for major league baseball, NFL, NBA or NHL games is also convenient and easy from the Mahoning Valley.

The Youngstown region also provides residents access to some of the country's best health care. Local hospital systems Humility of Mary Health Partners and Forum Health

have several facilities in the region, many of which receive top ratings for patient care. Akron Children's Hospital also has a local branch in the Youngstown region, and we are a quick drive to the internationally renowned Cleveland Clinic system.

For additional information on the Youngstown region, visit [www.regionalchamber.com](http://www.regionalchamber.com)

### **Challenges and Opportunities**

Youngstown State University is a dynamic, vital institution that has built a strong foundation as a university with a commitment to its students as the center of all activities, to quality teaching and learning, and to serving its community and region. YSU will need to address both opportunities and challenges as it seeks to further strengthen these dimensions of its mission while also pursuing its additional identity as an urban research university, as incorporated in the state plan. Several challenges and opportunities that may particularly relate to the leadership role of the next President are listed below:

- **Envisioning the Future.** YSU is at a strategic point in its history, seeking to strengthen its programs and services by adding the dimension of “urban research” to its ongoing mission of teaching, learning, and service. In accord with new directions in state policy, it will have an unprecedented opportunity to build and expand graduate-level programs and “centers of excellence.” The University also will need to respond to the shift in state policies emphasizing graduation rates, student success, and the institution’s impact on the state’s economy, based on research and scholarship contributions. Additionally, its near and longer-term future will be impacted by the establishment of new public two-year programs in its region. The University has benefited in the past from broadly-based and inclusive strategic planning. The new President will have the opportunity, working with the YSU community, to lead a renewed visioning and planning initiative at an institution poised to both chart new directions and reaffirm existing commitments.
- **Educational Leadership—Internal.** The University will have the opportunity (and challenge) to “step up” to major academic improvements over the next several years, including among others: achieving the proper balance between its interrelated teaching and research missions; selectively building or expanding graduate programs; strengthening the STEM College (Science, Technology, Engineering, and Mathematics), business incubator, and other initiatives responding to both student and regional economic needs; strengthening the utilization of new technologies throughout the academic sector; expanding international and global opportunities for students; and achieving the full promise of the University College and the goals of assuring student success.

- **Educational Leadership--External.** The “landscape” for education is undergoing significant change both in the state of Ohio and in the Mahoning Valley, including new policies and initiatives at the Board of Regents level and the introduction of a new community college in the Youngstown region. The new President will have the opportunity to play a key leadership role for both the University and the local region, clarifying and strengthening roles and missions and establishing collaborative relationships. At the state level, the new President has the opportunity to represent the needs of YSU and to have an even broader impact on emerging policies within Ohio’s system of P-16 education. More than ever, the President will need to serve as the University’s ambassador and champion.
- **Finances and Fundraising.** YSU is now completing a capital campaign that has exceeded its original goal and has attained more than \$50 million in gifts and pledges; additionally, the University has attracted targeted federal funding for its research and development initiatives responsive to local needs. Indeed, YSU has strengthened its finances and resources over the past decade with respect to its operating budgets, endowment, and facilities. With growth and progress, however, come new fiscal and investment challenges, including declining state revenues and the related pressures on student tuition and fees. Key to the success of the next President will be developing new strategies to diversify and increase revenue streams, including maximizing both state and federal support and further strengthening fundraising. Fundraising and resource development will continue to be priorities for both the University and the next President. Finally, the University would benefit from “strategic budgeting,” whereby resources and budgeting are linked to goal-setting and planning for future programs and services.
- **Strengthening Diversity.** YSU has made significant gains toward its diversity goals in recent years, including achieving a historic high of nearly twenty percent of its student body drawn from minority populations in the Fall of 2009, and quite significant increases as well among full-time faculty and staff during this decade. Nonetheless, to more fully realize its aspirations as a diverse learning community, the University recognizes that it must further increase the racial and ethnic diversity of its student body, faculty, and staff. The next President will need to further build the University’s commitment to diversity at all these levels.
- **Revisiting Enrollment Management.** YSU has achieved historic highs in student enrollments over the past several years, but new challenges will face the University. These include the projected demographic decline in traditional college-age population, the continuing economic challenges facing this region and the state as a whole, and the pressures on families and individuals resulting from reduced state support and resulting higher tuition and fee levels. Additionally, in

the short run enrollments may be challenged by the establishment of the new community college.

- **Strengthening YSU “Community” From Within.** YSU’s faculty and staff contribute to and benefit from a workplace culture of shared commitment to students and to the institution’s key role in the wider community and region. As the University continues to grow and evolve, it will be important to find new ways to assure and strengthen effective communications, internal consultation and collaboration, and professional development among all of its participants.

### **Position and Qualifications**

Youngstown State University is a dynamic institution prepared to move to the next level of distinction, and the new President will have the opportunity to have a significant impact on the lives of thousands of students, in the roles and contributions of dedicated staff and faculty, and in the future of a significant urban community and its surrounding region.

As the leader and chief administrator of Youngstown State University, the President exercises broad responsibilities for all aspects of the academic, student, financial, development and administrative dimensions of the institution and reports to the Board of Trustees. The President must inspire and guide all members of the academic community. Presidential leadership calls for the incumbent to demonstrate wide latitude in judgment and action.

Among other responsibilities, the President: serves as the chief executive officer; exercises accessible and engaged leadership with individuals and groups by means of visibility and involvement, both on the campus and in the community; represents and advocates on behalf of the University and its mission; develops institutional budget requests and oversees financial operations; exercises leadership in overseeing, developing, and strengthening existing academic programs and student services while fostering the creation of new programs; builds and guides an effective leadership team among senior administrative officers and staff; supports and provides leadership for affirmative action and for the achievement of full diversity; works constructively and cooperatively with leaders of campus bargaining units; exercises leadership in fundraising and works directly with internal and external groups and organizations in order to gain financial and other resource support; represents YSU in the community, region, and state and actively promotes mutually beneficial university-community relations; works to further the stated goals and plans of the Board of Trustees and Youngstown State University.

The ideal candidate for the Presidency of Youngstown State University will have the following professional qualifications and personal characteristics:

*Professional Qualifications:*

- The experience, credentials, and other qualifications sufficient to lead, inspire and earn the respect of the broad academic community;
- The demonstrated ability to lead a complex organization in a period of change and new opportunity;
- The ability to work effectively with, and be accessible to, all members of the university community—to listen, to engage, and to foster individual and community-wide development;
- Prior experience with, and commitment to, strengthening academic excellence, and an understanding of the importance of, and the relationship between, high-quality teaching, scholarship/research, and service;
- The ability and expertise to act as the spokesperson for YSU and to articulate the University's mission and programs with prospective donors, public officials, corporate leaders, and other friends of the University – locally, regionally, within the state, nationally and internationally;
- A commitment to and demonstrable experience with fundraising, development activities, and relationship building;
- An understanding of the value of technology and its role in learning;
- Demonstrated ability to manage the fiscal resources of a complex organization; a commitment to maintaining the fiscal soundness of the university;
- An understanding of and respect for working in a collective bargaining environment, and compliance with collective bargaining contracts;
- A personal commitment to local community involvement and the ability to motivate others within the University to continue and enhance their engagement with the community;
- A demonstrated commitment to promote diversity in the student body, the faculty, and the staff of the university, and a commitment to the principles of affirmative action;

- An understanding of the role of athletics within a university community;
- The ability to build and sustain a strong leadership team, to attract new members when necessary, to delegate effectively, and to make fair, difficult, and timely decisions; and
- Experience with and capacity to work effectively with a governing board.

*Personal Characteristics:*

- Have high personal integrity and highly ethical standards;
- Be visionary and creative;
- Have strong interpersonal and communication skills, the ability and desire to interact effectively with faculty, staff, students, and others, and the capacity to be comfortable in a public, highly visible role;
- Have the ability to inspire, motivate and energize others;
- Be committed to collaboration and transparency in interactions and communications; and
- Have the ability to sustain a sense of humor while carrying out the demanding role of a university president.

**Information for Applicants**

The new President's term of service will begin in the summer of 2010. Review of candidates will begin in early fall, and, for optimal consideration, materials should be submitted no later than Thursday, November 12, 2009. Application materials should include a cover letter addressing the attributes noted above, a resume or curriculum vitae, and the names, addresses, emails, and telephone numbers of at least five references which may include among others faculty, students, and community leaders. *Submission of materials as a Microsoft Word attachment is strongly encouraged.* This search is subject to the Ohio Public Records Law.

Chuck Bunting, Consulting Partner, and Vicki Henderson, Senior Associate, of Storbeck/Pimentel & Associates, L.L.C., are assisting the search committee. Questions, requests for information, and all written nominations and applications should be sent by email to: [c.bunting@storbeckpimentel.com](mailto:c.bunting@storbeckpimentel.com) or [v.henderson@storbeckpimentel.com](mailto:v.henderson@storbeckpimentel.com); (610) 572-4296; or directed to:

**Charles I. Bunting**  
**YSU Presidential Search**  
**Storbeck/Pimentel & Associates, LLC**  
**1400 North Providence Road, Suite 6000**  
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*Further information about the search and Youngstown State is available at the website:  
[www.yzu.edu/trustees/president2010.shtml](http://www.yzu.edu/trustees/president2010.shtml)*

*YSU is an affirmative action/equal opportunity employer committed to increasing the  
diversity of its faculty, staff, and students.*