

BOARD OF TRUSTEES' MEETING

Friday, September 25, 2009  
3:00 p.m.

Tod Hall  
Board Meeting Room

AGENDA

- A. Roll Call
- B. Proof of Notice of Meeting
- C. Disposition of Minutes for Meetings Held June 19, 2009; July 14, 2009; and September 1, 2009
- D. Oath of Office of New Student Trustee, Lyndsie A. Hall
- E. Report of the President of the University
- F. Report of the Committees of the Board
  1. Academic and Student Affairs Committee
    - a. Staff Report - Cynthia Anderson
    - ~~b. Resolution to Modify Degrees and Certificates Policy~~ TAKE OFF
    - c. Resolution to Modify Honorary Degrees Policy
    - d. Resolution to Authorize Conferral of Honorary Degree – Bishop George V. Murry
  2. External Relations Committee
    - a. Resolution to Accept Development Gifts
    - b. Resolution to Modify Naming of University Facilities, Colleges, and Programs Policy
    - c. Resolution to Modify YSU Foundation Policy
    - d. Resolution to Modify Fund Raising Policy
  3. Finance and Facilities Committee
    - a. Resolution to Approve Interfund Transfers
    - b. Resolution to Approve the Allocation of Year-End Excess Funds as of June 30, 2009
    - c. Resolution to Extend Interfund Loan for Bookstore Expansion and Renovation
    - d. Resolution to Approve Transfer of Funds to Debt Service Reserve
    - e. Resolution to Authorize Purchase of Properties for Campus Improvement
    - f. Resolution to Authorize Oil and Gas Lease with Ohio Valley Energy Systems Corp.
    - g. Report of the Audit Subcommittee, Harry Meshel, Chair
    - h. Report of the Investment Subcommittee, Sudershan K. Garg, Chair
  4. Internal Affairs Committee
    - a. Resolution to Ratify Faculty/Staff Appointments
    - b. Resolution to Modify Leave Without Pay, Exempt Professional/Administrative Staff & Department Chairpersons Policy
    - c. Resolution to Modify Staff Development Leave, Exempted Professional/Administrative Staff Policy
    - d. Resolution to Modify Classified Civil Service Employees Policy
    - e. Resolution to Modify Conduct on Campus/Persona Non Grata Policy
- G. Communications and Memorials
- H. Unfinished Business
- I. New Business
  1. Report of the Presidential Search Advisory Committee – Scott Schulick, Chair
- J. Dates and Times of Upcoming Regular Meetings of the Board  
Tentative Meeting Dates: 3 p.m., Wednesday, December 16, 2009  
3 p.m., Friday, March 12, 2010  
3 p.m., Friday, June 18, 2010
- K. Adjournment



**RESOLUTION TO AUTHORIZE CONFERRAL  
OF HONORARY DEGREE**

**BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby authorize the conferral of a Doctor of Humanities (H.H.D.) degree, honoris causa, upon Most Reverend George V. Murry, with all the rights and privileges attendant thereto.

**Board of Trustees Meeting  
September 25, 2009  
YR 2010-**

**Agenda Item F.1.d.**



Most Reverend George V. Murry, SJ

Bishop Murry holds a Master's of Divinity degree from the Jesuit School of Theology in Berkeley, California, as well as a Master's and a Ph.D. in American Cultural History from The George Washington University in Washington, D.C. He has served as a university professor, president of Archbishop Carroll High School in Washington, D.C., and Associate Vice President for Academic Affairs at the University of Detroit before being appointed Auxiliary Bishop of Chicago by Pope John Paul II in 1995. In May, 1999, Pope John Paul appointed him bishop of St. Thomas in the United States Virgin Islands. Pope Benedict XVI appointed him as the fifth bishop of Youngstown, Ohio, on January 30, 2007.

Bishop Murry has served on numerous boards including St. Joseph's University in Philadelphia, the University of Detroit in Detroit, Michigan, and Mount St. Mary's College in Emmitsburg, Maryland. Presently he is a member of the board of Fairfield University in Fairfield, Connecticut, the Pontifical College Josephinum in Columbus, Ohio, Walsh University in Canton, Ohio, and Christ the King Jesuit High School in Chicago, Illinois. He is also a member of the United States Conference of Catholic Bishops and serves on the education and domestic policy committees as well as the board of Catholic Relief Services. At the November, 2007, meeting of the United States bishops, he was elected secretary of the Bishops' conference.

*Revised Oct. 10, 2008*

**RESOLUTION TO APPROVE  
PROFILE OF INSTITUTION AND POSITION DESCRIPTION**

**WHEREAS**, on July 14, 2009 the Board of Trustees of Youngstown State University appointed the Presidential Search Advisory Committee to the Board of Trustees; and

**WHEREAS**, on July 14, 2009 the Board of Trustees appointed the firm of Storbeck/Pimentel as Consultant to the Board of Trustees for the presidential search process; and

**WHEREAS**, following their appointments, the Presidential Search Advisory Committee and the Consultant conducted numerous meetings with YSU students, faculty, staff and community leaders in order to develop a profile of the institution and a description of the position and qualifications of the next President of the University; and

**WHEREAS**, following said meetings, the Presidential Search Advisory Committee developed a "Profile of Institution and Position Description" document and recommends its approval and adoption by the Board of Trustees;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve and adopt the "Profile of Institution and Position Description" attached hereto as Exhibit P.



# Youngstown

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## STATE UNIVERSITY

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

*Revised Draft 9/23/09 plain text*

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.

**Agenda Item I.1.  
Exhibit P**

**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.yosu.edu/provost/communications/Academic\\_Strategic\\_Plan\\_Final\\_6-20-07.pdf](http://www.yosu.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.yosu.edu/>  
 Bitonte College of Health & Human Services - <http://bchhs.yosu.edu/>  
 College of Fine & Performing Arts - <http://www.fpa.yosu.edu/index.shtml>  
 College of Liberal Arts and Social Sciences - <http://www.yosu.edu/class/>  
 College of Science, Technology, Engineering, and Mathematics - <http://stem.yosu.edu/>  
 School of Graduate Studies & Research - <http://www.yosu.edu/gradschool/>  
 Williamson College of Business Administration - <http://www.yosu.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.yosu.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.yosu.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 were 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 include 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.yсу.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.* In accordance with Ohio's Open Records Law, candidate information will be released if so requested, and the names of finalists must be disclosed.

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.ysu.edu/trustees/president2010.shtml](http://www.ysu.edu/trustees/president2010.shtml)

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

# Youngstown

STATE UNIVERSITY

## BOARD OF TRUSTEES' MEETING

*Revised*

Friday, September 25, 2009  
3:00 p.m.

Tod Hall  
Board Meeting Room

### AGENDA

- A. Roll Call
- B. Proof of Notice of Meeting
- C. Disposition of Minutes for Meetings Held June 19, 2009; July 14, 2009; and September 1, 2009
- D. Oath of Office of New Student Trustee, Lyndsie A. Hall
- E. Report of the President of the University
- F. Report of the Committees of the Board
  1. Academic and Student Affairs Committee
    - a. Staff Report - Cynthia Anderson
    - b. Resolution to Modify Degrees and Certificates Policy
    - c. Resolution to Modify Honorary Degrees Policy
  2. External Relations Committee
    - a. Resolution to Accept Development Gifts
    - b. Resolution to Modify Naming of University Facilities, Colleges, and Programs Policy
    - c. Resolution to Modify YSU Foundation Policy
    - d. Resolution to Modify Fund Raising Policy
  3. Finance and Facilities Committee
    - a. Resolution to Approve Interfund Transfers
    - b. Resolution to Approve the Allocation of Year-End Excess Funds as of June 30, 2009
    - c. Resolution to Extend Interfund Loan for Bookstore Expansion and Renovation
    - d. Resolution to Approve Transfer of Funds to Debt Service Reserve
    - e. Resolution to Authorize Purchase of Properties for Campus Improvement
    - f. Resolution to Authorize Oil and Gas Lease with Ohio Valley Energy Systems Corp.
    - g. Report of the Audit Subcommittee, Harry Meshel, Chair
    - h. Report of the Investment Subcommittee, Sudershan K. Garg, Chair
  4. Internal Affairs Committee
    - a. Resolution to Ratify Faculty/Staff Appointments
    - b. Resolution to Modify Leave Without Pay, Exempt Professional/Administrative Staff & Department Chairpersons Policy
    - c. Resolution to Modify Staff Development Leave, Exempted Professional/Administrative Staff Policy
    - d. Resolution to Modify Classified Civil Service Employees Policy
    - e. Resolution to Modify Conduct on Campus/Persona Non Grata Policy
- G. Unfinished Business
- H. New Business
- I. Dates and Times of Upcoming Regular Meetings of the Board  
Tentative Meeting Dates: 3 p.m., Wednesday, December 16, 2009  
3 p.m., Friday, March 12, 2010  
3 p.m., Friday, June 18, 2010
- J. Adjournment

**RESOLUTION TO MODIFY  
DEGREES AND CERTIFICATES POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Degrees and Certificates, policy number 1004.01 of the *University Guidebook*, shown as Exhibit A attached hereto, and does hereby rescind the former corresponding policy number 1004.01. A copy of the policy indicating changes to be made is also attached.

## UNIVERSITY GUIDEBOOK

Name of Policy: **Degrees and Certificates**

Responsible Division: Academic Affairs

Approving Officer: Provost/Vice President for Academic Affairs

*Revision History:* October 1997; August 2009

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

Board Committee: Academic and Student Affairs

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**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.

### Parameters:

- Official diplomas are signed by the Chairperson of the Board of Trustees and by the President.
- 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.

**Agenda Item F.1.b.  
Exhibit A**

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.



REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

**Subject: Degrees and Certificates**

Developed by:	William H. Countryman	Authorized by:	James J. Scanlon
Title:	University Registrar	Title:	Provost
Date:	October, 1997		
	<del>Date:</del>		March 13, 1998
Revised:	August 2009	EFFECTIVE:	<del>March 13, 1998</del>

**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, YR 2010 -

**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 ~~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.

**RESOLUTION TO MODIFY  
HONORARY DEGREES POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Honorary Degrees, policy number 1005.01 of the *University Guidebook*, shown as Exhibit B attached hereto, and does hereby rescind the former corresponding policy number 1005.01. A copy of the policy indicating changes to be made is also attached.

**UNIVERSITY GUIDEBOOK**

Name of Policy: **Honorary Degrees**

Responsible Division: Academic Affairs

Approving Officer: Provost/Vice President for Academic Affairs

*Revision History:* October 1997; July 2009

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

Board Committee: Academic and Student Affairs

EFFECTIVE DATE: September 25, 2009

Next review: July 2012

**Policy:** The Board of Trustees shall grant honorary degrees in recognition of a significant contribution to the welfare of the University, the community, or humanity. Such degrees will be conferred at commencements or at special convocations.

**Procedures:**

1. Criteria for nomination of individuals to receive an honorary degree are determined by the Provost/Vice-President for Academic Affairs.
2. Through a credential review process, the Provost/Vice President for Academic Affairs and the President identify candidates for honorary degrees.
3. Names of honorary degree candidates are presented to the Academic and Student Affairs Committee of the Board of Trustees at a scheduled meeting prior to the commencement or convocation where the degree is to be granted.
4. The recommendation of the Academic and Student Affairs Committee will be forwarded to the Board of Trustees for action.

REDLINE VERSION  
**UNIVERSITY GUIDEBOOK**

**Subject: Honorary Degrees**

Developed by: <u>Janice A. Elias</u>	Authorized by: <u>James J. Scanlon</u>
Title: <u>Office of the Provost</u>	Title: <u>Provost</u>
Date: <u>October, 1997</u>	Date: <u>March 13, 1998</u>
Revised: <u>July 2009</u>	EFFECTIVE: <u>March 13 1998 Sept 2009</u>

**Policy:** The Board of Trustees shall grant honorary degrees in recognition of a significant contribution to the welfare of the University, the community, or humanity. Such degrees will be conferred at commencements or at special convocations.

RESOLUTION NUMBER: YR 1998 -- 22 YR 2010:

**Procedures:**

1. Criteria for nomination of individuals to receive an honorary degree are determined by the Provost/Vice-President for Academic Affairs.
2. Through a credential review process, the Provost/Vice President of for Academic Affairs and the President identify candidates for honorary degrees.
3. Names of honorary degree candidates are presented to the Academic and Student Affairs Committee of the Board of Trustees at a ~~regularly~~-scheduled meeting prior to the commencement or convocation where the degree is to be granted.
4. The recommendation of the Academic and Student Affairs Committee will be forwarded to the Board of Trustees for action.

**RESOLUTION TO ACCEPT DEVELOPMENT GIFTS**

**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 C 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.

# Youngstown STATE UNIVERSITY

## UNIVERSITY GIFTS EXECUTIVE SUMMARY APRIL-JUNE 2009

<b>Gifts Received</b>	<b>Number of Gifts</b>	<b>Amount</b>
Alumni Relations	255	\$11,915.00
Maag Library	3773	\$1,735.00
University Development	957	\$486,714.33
WYSU-FM	675	\$53,777.00
<b>Total University Gifts</b>	<b>5660</b>	<b>\$554,141.33</b>
YSU Foundation	478	\$751,335.88

Agenda Item F.2.a.  
Exhibit C

# Youngstown

STATE UNIVERSITY

UNIVERSITY GIFTS  
EXECUTIVE SUMMARY  
APRIL-JUNE 2009

	Number of Gifts	Amount
<b>ALUMNI RELATIONS</b>		
Cash-One Year Single & Joint Members	207	\$6,710.00
Cash-Four Year Single & Joint Members	44	3,905.00
Cash-Single & Joint Life Members	4	1,300.00
<b>Total Cash</b>	<b>255</b>	<b>\$11,915.00</b>
<b>Total Alumni Relations</b>	<b>255</b>	<b>\$11,915.00</b>
<b>MAAG LIBRARY</b>		
Cash-Contributions	15	1,735.00
<b>Total Cash</b>	<b>15</b>	<b>\$1,735.00</b>
Non-Cash	3758	\$0.00
<b>Total Maag Library</b>	<b>3773</b>	<b>\$1,735.00</b>
<b>UNIVERSITY DEVELOPMENT</b>		
<b>Centennial Campaign</b>	<b>17</b>	<b>\$148,760.00</b>
Non-Cash	0	0.00
<b>Total Centennial Campaign</b>	<b>17</b>	<b>\$148,760.00</b>
<b>Annual Fund</b>		
\$50,000 - \$99,999	1	80,000.00
\$10,000 - \$49,999	3	60,678.97
\$1,000 - \$9,999	37	77,268.64
\$500 - \$999	36	18,820.00
Below \$500	839	55,375.60
<b>Total Annual Fund Pledged Cash</b>	<b>916</b>	<b>\$292,143.21</b>
Non-Cash	4	7,241.26
<b>Total Annual Fund</b>	<b>920</b>	<b>\$299,384.47</b>
<b>Underwriting</b>		
<b>Total Underwriting Pledged Cash</b>	<b>10</b>	<b>5,150.00</b>
Non-Cash	10	33,419.86
<b>Total Underwriting</b>	<b>20</b>	<b>38,569.86</b>
<b>Total University Development</b>	<b>957</b>	<b>\$486,714.33</b>
<b>WYSU-FM</b>		
\$1,000 - \$9,999	2	2,000.00
\$500 - \$999	2	1,000.00
Below \$500	671	50,777.00
<b>Total Pledged Cash</b>	<b>675</b>	<b>\$53,777.00</b>
<b>Total WYSU-FM</b>	<b>675</b>	<b>\$53,777.00</b>
<b>TOTAL GIFTS</b>		
<b>Grand Total Gifts</b>	<b>5660</b>	<b>\$554,141.33</b>

# Youngstown

STATE UNIVERSITY

## ALUMNI RELATIONS CASH CONTRIBUTIONS BY RANK

### One Year Single and Joint Members

Anthony & Mary Airato	Glenn Davis
Edward Allen	James Decker
Philip Astorino	Robert Demart
Michael Baca	Thomas DeNicholas
Richard & Doris Baker	Mark Derthick
Karen Balogh	James DiBenedetto
Charles & Joan Bannon	Frank & Kimberly Dixon
Adeline Barone	Linda Dolak
Thaddeus Barwinski	Joseph Donofrio
M. Joan Beatty	Alexander & Kathleen Esseniyl
Charles & Dorothy Bebout	Samuel R. Faccioben
Kimberly Beck	Santo Fallo
Bonnie Bennett	Michael Feranchak
Eugene Bernat	Samuel Ferrara
James Beyerl	Jesse Figueroa
Michael Birchak	Bryan Foskie
Gay Birnbaum	Jean Freeman
Kenneth Blazina	Chris Gabrick
Thomas Blazina	David & Donna Garcar
Terence Blevins	Ronald Ghizzoni
William & Kristine Bole	Greg & Mary Gonda
Timothy Bowser	Ruby Graham
Mary Boyd	Warren & Debra Gratz
Grant & Beverly Brickley	Paul & Eva Gucwa
Susan Brown	David Gundry
Andrew Budd	Mary Gut
Marjorie Burin	Jack Haims
Janice & Judith Cafaro	Julie Halaparda
Russell Campbell	James Harpster
Robert & Cheryl Campolito	John & Charlene Hay
Richard Chance	Meghan Hiland
James Chlebus	Richard & Marlene Hill
Barbara Ciccotelli	Barbara Hirst
Laura Cintavey	Dennis Holmes
David & Jacquelyn Cline	Janine Horvat
Francis Colburn	Josephine Houser
Karen Conklin & Gary Offerdahl	Edward & Barbara Howley
Donald Cook	John Hughes
Dr. Harry Copp	Scott Hunter
Karen Cordova	Robert Iwaskey
Gary Coupland	Edward James
Robert & Marquerite Craciun	Joseph & Arlene Jenyk
Esther Damore	Kelly Julian
Andrew & Mary Danus	Susan Kapp-Jacobs



Ned Kaufman  
Pollyanna Ketchem-Myers  
Edward & Sally Knapick-Winsen  
Mary Anne Kroner  
Eugene Kusnir  
Stephen LaCivita  
George & Patty Lancaster  
Janice Laughner  
Frank Lawrence  
Dawn Lindquist  
Michael Long  
James & Marjorie Lowery  
Kimberly Loy  
Jay & Jennifer Lugibihl  
Gregory Lutz  
Thomas Lynch  
Shirley Lyon  
Linda Macala  
Christopher Mannella  
Carol Marino  
Fred & Arleen Marinucci  
Elizabeth Matesich  
Jesse & Danielle McClain  
Kristy McCoy  
Clarabel McDuffie  
Aleida Melendez  
Gladys Melnick  
Marian Mihas  
Robert & Kathryn Millich  
Alex Miller  
Karen Miller  
Marian Miller  
Laurie Mills  
Thomas & Suzanne Miranda  
George & Donna Mowrey  
George Myers  
Bert & Dianne Newman  
Domenic Nigro  
Lorraine Nuzzi  
Dolores Oles  
Regina Oliva  
Mary O'Neill  
William Pacek  
Deborah Palma  
Leonard Panella  
Ben Pantalone  
Joseph Pasquarella  
Judith L. Patmon\*  
James Patsey  
Thomas Peluso

Phyllis Perlman  
Thomas & Phyllis Pfahles  
Ronald Ples  
Barry Poor  
John & Lynn Marie Popa  
John Poponyak  
Thomas Poston  
Peggy Potts  
James & Mary Price  
Richard & Roberta Price  
Jeffrey & Margaret Proch  
Peter Prokop  
Alfred & Joann Raghanti  
Jill Rankin  
Raymond Raschilla  
William & Regina Rees  
Kathleen Richter  
James Riebe  
Frances Ritz  
Timothy & Mary Rodgers  
Nick Rosian  
Michael & Mary Jane Roth  
Charles Russ  
Karl Sachs  
Frederick & Beverly Sauer  
John Sawayda  
Jeffrey & Mary Sebest  
Debra Seinkner  
Patricia Sekola  
John Seman  
Michael & Jean Senchak  
Laura Sewickley  
Amanda Shina-Cutright  
George & Cynthia Siva  
Nancy Sloan  
Gloria Slocum  
Philip Smaldino  
Dennis Smith  
James & Mary Ann Smith  
Edward Smrek  
Kathleen Sprague  
Nancy Sprockett  
Tresa Stavlas  
Jack Stein  
Earl Stringer  
Rebecca Tally  
John Texter  
Griffith Thomas  
Edwin Thompson  
Wayne & Nancy Tiedeman

James Tkach  
Rosemary Tornincasa  
Joseph Torok  
Thomas & Mary Toth  
Joseph Toti  
Jennifer Tremayne  
Roy Vankanegan  
Anthony Verostko  
Robert Walker  
Catherine Wigley

Robert Wilkeson  
J. Richard & Patricia Will  
Gilles Willard  
Frank Wittenauer  
John & Judith Worthington  
Jeffrey Yurtin  
Tina Zelinka  
John Ziemianski  
John Zoldak  
\* Deceased

**Total One Year Single and Joint Members: \$6,710.00**

**Four Year Single and Joint Members**

Carl Alexoff  
John & Lisa Angelilli  
Paul Antonelli  
Bonnie Auletta  
Mark Baker  
James & Anita Battafarano  
Elmer & Rosemary Berstling  
Tim & Julie Burkert  
John Chugden  
Delores Crisucci  
Karen DeSalvo  
David Dunbar  
Mary Eicher  
Thomas Evans  
Daniel Hackett  
Scott Hartman  
Julian & Terri Heinrich  
Donald Infante  
Janice JanJanin  
Michael Jones  
Edward & Marlene Joseph  
William King

Jeffrey & Lori Lawrence  
Christopher Lewis  
Harry Liguore  
Brenda Lipp  
Marianne Mellinger  
Jeanne Morrisey  
John Muntean  
Gary & Virginia Neville  
Eugene & June Osborne  
Alan & Nancy Papa  
Milos Puskar  
Victor & Mary Richley  
Jeffrey Rodgers  
Frank Romeo  
Joanne Schell  
Nancy Smith  
Metrechia Soper  
Claudia Swantek  
Bernard Szawan  
Bernadette Zets  
Doris Zimmerman  
Sarah Zuckerman

**Total Four Year Single and Joint Members: \$3,905.00**

**Single and Joint Life Members**

Ronald Garback  
Carol Olson

Edwin Romeo & Cheryl Waite  
John Zuppo

**Total Single and Joint Life Members: \$1,300.00**

# Youngstown

STATE UNIVERSITY

## MAAG LIBRARY CASH CONTRIBUTIONS BY CATEGORY

### Miscellaneous

Ana Bobby  
David & Laura Boich  
Dr. James T.E. Chengelis  
Nicholas Chengelis  
Dr. James Dortin, Jr.  
Dr. George Letchworth &  
Mrs. Susan Kapp-Jacobs  
Dr. Mark Matavich  
Helen I. Morgan

Richard Payne  
Charles Popovich  
Brenda Scarborough  
Mr. & Mrs. John Schnell  
Society for Analytical Chemists of  
Pittsburgh-SCAP  
Michael Shepherd & Lynda Bumback  
Charmaine Walker

**Total Cash Contributions**

**\$1,735.00**

## NON-CASH CONTRIBUTIONS

### Books

Dr. Jack D. Bakos Jr.  
Dr. Diane Barnes  
Jonelle Beatrice  
Prof. Brian K. Beck, Ph.D.  
Leslie C. Berlowitz, CEO  
Richard Black, Jr.  
Prof. Peter Browne  
Elizabeth Ann Buranich  
Gary Davenport  
Professor Adam Earnhardt  
Dr. James Esperon  
Thomas Fabek  
Lori Factor  
Prof. Margaret Fall  
Ernest Federico  
Dr. John Feldmeier  
Prof. Robert Fleming  
Ann Frattaroli  
Robert P. Glasser  
Mrs. Lydia Hammar  
Janice M. Hohloch

Carol A. Hovanes  
Prateek Jain  
Dr. Sarkis Karamian  
Glenda Kumar  
Dr. Tony Leonardi\*  
Edward Locke  
Bill Macomber  
Esther J. White Magallon  
Mahoning Valley Civil War Round Table  
Dr. Don Martin  
Dr. Anne McMahan  
Danielle Methvin  
Prof. Brendan Minogue  
National Institute of Literacy  
Dave Pancurak  
Richard Chambers Prescott  
Howard Pullman  
Julie Robinson  
Dr. Kriss A. Schueller  
Scriptorium Press  
Robert H. Secrist

Dr. Helene Sinnreich  
Dr. Barbara Ann Smelko  
Dr. Leonard B. Spiegel  
Estate of Marjorie H. Stanley  
Marge Tamburino  
Julie Thomas, Ph.D.  
Dr. Gloria Totoricaguena  
University of Nevada  
Janice Vitullo

**Total Books**

Theodore Weiss  
Dr. Joyce Willis-Feist  
Carl Gary Woodard  
The Wordtree  
Youngstown Community School  
YSU Center for Islamic Studies  
YSU Student Health Services  
\*Deceased

**3,645**

**Miscellaneous**

Dr. Kathleen Akpom  
Dr. Louise A. Aurillo  
Dr. Edward Largent

Atty. Margaret A. Stavick  
C. Swezey

**Total Miscellaneous Items**

**113**

# Youngstown

STATE UNIVERSITY

## UNIVERSITY DEVELOPMENT PLEGGED CASH CONTRIBUTIONS BY RANK

### CENTENNIAL CAMPAIGN

Mr. Ronald W. Albert  
Butler Wick & Company  
Dr. & Mrs. Gregory A. Claypool  
Mr. & Mrs. Joseph Edwards  
International Brotherhood of  
Electrical Workers Local 64  
Dr. & Mrs. James M. Kohut  
Laborers' Local #125  
Painters Local Union #476  
Ms. Karen L. Rodgers

Dr. & Mrs. David E. Stout  
Dr. & Mrs. David C. Sweet  
Dr. Frank J. Tarantine  
United Brotherhood of Carpenters  
& Joiners of America  
Walter E. & Caroline H. Watson Foundation  
Raymond John Wean Foundation  
Western Reserve Building Trades Council  
Youngstown Foundation

**Total Centennial Campaign Pledged Cash Contributions: \$148,760.00**

### ANNUAL FUND

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

Ms. Roberta M. Hannay

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

Mr. & Mrs. C. Kenneth Fibus  
Northeast Ohio Master of Fine Arts

Leonard T. & Jean L. Skeggs Trust

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

Accenture Foundation, Inc.  
Atty. & Mrs. Franklin S. Bennett, Jr.  
Mr. Thomas A. Bodnovich  
Dr. Martha I. Bruce  
Mrs. Lena M. Centofanti  
Mrs. Anne K. Christman\*  
Mr. Thomas O. Clingan  
Denman Tire Corporation  
Mr. Jason C. Dittmer  
Farmers National Bank & Trust Company  
First Energy Foundation  
First Place Bank Community Foundation  
Ms. Mary L. Fleming  
General Electric Foundation  
Heat & Frost Insulators Local #84  
IBM Corporation  
Dr. Birsen Karpak  
Mr. William C. Kroeger  
Mr. Benjamin Lariccia

Mrs. Jocelyne Kollay Linsalata  
Mahoning Valley Accounting Society  
Dr. & Mrs. William T. Martin  
Dr. Anne M. McMahon  
Mr. & Mrs. Trevor D. Parks  
Dr. Pietro J. Pascale  
Ms. Marcie A. Roepke-Applegate  
Frances & Lillian Schermer Charitable Trust  
The Arnold D Stambaugh Memorial Trust  
Mr. George R. Stowe  
Dr. & Mrs. David C. Sweet  
V & M Star  
Vector Marketing Corporation  
Dr. Fred W. Viehe  
Mrs. Eleanor Watanakunakorn  
Walter E. & Caroline H. Watson Foundation  
Mr. & Mrs. Jack M. White  
YSU Foundation  
\*Deceased

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

Mr. & Mrs. Michael J. Alexander  
Bricklayers & Allied Crafts Union #8  
Bristol-Myers Squibb Foundation  
Builders Assn. of Eastern Ohio &  
Western PA  
Mr. & Mrs. Peter P. Chila  
Mr. & Mrs. Troy Allen Cross  
Mr. & Mrs. Darrell L. Davis  
Dr. Donna DeBlasio & Mr. Brian Corbin  
Mrs. Mary R. Dimitriou  
Dr. Mary Lou & Mr. Gary DiPillo  
Dominion Resources Services, Inc.  
Mr. Erik R. Fleischer  
GlaxoSmithKline Foundation  
Mr. & Mrs. Alan Greggo  
Cheryl & James Jablonski  
Kathleen & Kenneth Johnson  
Dr. Allan W. Jones  
Key Bank

Ms. Marly A. Kosinski  
Mr. & Mrs. Theodore G. Lenz  
Dr. Michael F. Lloyd  
Mahoning Valley CPA Wives Auxiliary  
Mr. Patrick M. Mosure  
A.P. O'Horo Company  
Ms. Yvonne A. Petrella  
Phi Mu Alpha Delta ETA  
Portfolio 21 Investments, Inc.  
Rockwell Automation  
Steve Shelton, CPA, Inc. &  
Christine Shelton  
Ms. Betty Jo Stevens  
Dr. & Mrs. Anthony H. Stocks  
Dr. James A. Tackett  
Tyco International Matching Gifts Program  
Ms. Fran M. Wolf  
Youngstown CityScape  
Dr. Christine M. Zirafi

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

Anonymous  
Mr. Dennis R. Abbuhl, Jr.  
Mrs. Ann L. Adams  
Ms. Shirley A. Adams  
Ms. Catherine A. Adamson  
Mr. & Mrs. Ronald J. Adderty  
Mr. Albert A. Agostinelli, Jr.  
Dr. Sunil Ahuja & Dr. Julia Spiker  
Ms. Harriet Aivazis  
Mr. Andrew Alberico  
Mr. & Mrs. George M. Albertini  
Mr. Edward G. Allen  
Dr. & Mrs. Chester A. Amedia, Jr.  
Ms. Barbara J. Anderson  
Ms. Elizabeth A. Anderson  
Mr. Fred L. Anderson  
Ms. Georgia R. Anderson  
Mr. Gregory G. Anderson  
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Mr. & Mrs. William F. Tyger  
Mr. & Mrs. James P. Valiensi  
Dr. Fagar V. Vallabh  
Mr. Thomas C. Vanasdale  
Mr. Richard VanPetten  
Mr. Mark VanTilburg  
Mr. & Mrs. Thomas G. VanWert  
Ms. Mary Ann Varner  
Mr. & Mrs. Leonard Veith  
Mr. & Mrs. Lawrence L. Verone  
Atty. & Mrs. Frank G. Verterano  
Mr. & Mrs. Terry Vicars

Mr. Thomas Viscuso  
Ms. Renee Vivacqua  
Ms. Catherine S. Vodrey  
Mr. & Mrs. Jim Volenik  
Mr. David L. Vosburgh  
Mr. Gordon D. Vujevic  
Mr. Stephen Wagner  
Mrs. Joan B. Walker  
Mr. & Mrs. Scott W. Walls  
Dr. & Mrs. Gary W. Waltz  
Ms. Regina A. Waris  
Mr. & Mrs. Murray Warner  
Mr. & Mrs. Larry Warren  
Mr. & Mrs. Lee Weber  
Ms. Brenda Weingartner  
Mr. Tom Weller  
Mrs. Jeanne Wellman  
Mr. & Mrs. William C. Weltman, III  
Mrs Susan Wenderoth  
Ms. Jane F. Westenfeld  
Mr. Philippe Westreich  
Mr. William Wheelock  
Mr. Chuck Whitman  
Ms. Barbara Widmer  
Ms. Susan B. Wilkins  
Mr. & Mrs. David Williford  
Mrs. Cindy S. Wilpula  
Dr. & Mrs. Eric J. Wingler  
Miss Laurie B. Wittkugle  
Mr. Joseph A. Wojtowicz  
Ms. Mary Ann Woods  
Mr. Broderick L. Wright  
Ms. Leatrice Wright  
Ms. Mary Yee  
Mr. & Mrs. David J. Young  
Mrs. Molly Young  
YSU Mailroom  
Mr. Neil Yutkin  
YWCA of Youngstown  
Mr. & Mrs. William P. Zeiger  
Dr. Matthias Zeller  
Mr. & Mrs. Joseph J. Ziarko  
Mr. Scott Zimmerman  
Mr. & Mrs. Dennis A. Zitello  
Judge & Mrs. Julius A. Zlotnick  
Dr. & Mrs. Louis A. Zona  
Mr. Walter A. Zuhosky

**Total Cash Contributions**

**\$53,777.00**

**RESOLUTION TO MODIFY  
NAMING OF UNIVERSITY FACILITIES,  
COLLEGES, AND PROGRAMS POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Naming of University Facilities, Colleges, and Programs Policy, policy number 4004.01 of the *University Guidebook*, shown as Exhibit D attached hereto, and does hereby rescind the former corresponding policy number 4004.01. A copy of the policy indicating changes to be made is also attached.



**UNIVERSITY GUIDEBOOK**

Name of Policy: **Naming of University Facilities, Colleges, and Programs**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* February 1998; August 2009

Resolution Number(s): YR 1998-48; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** The Board of Trustees authorizes the permanent naming of University facilities, Colleges and programs. Facility naming includes buildings, rooms and other portions within buildings, and areas and spaces within the defined limits of the campus. Colleges and programs may also be named including centers, departments or specific lecture series or symposiums.

**Parameters:**

- Youngstown State University encourages named gifts acknowledging donors or memorializing donor's friends or family members. These named gift opportunities range from buildings and other facilities to endowments and programs.
- Any University facility, building, room, area within buildings, and areas within the defined limits of campus may be named for an individual in recognition of outstanding service to the University, community, nation, or for significant contributions to the University.
- A building gifted to the University may be named for the individual donor or an individual of the donor's choice following discussion with the President.

- Any University facility, building room, areas within buildings, and areas within the defined limits of campus named in recognition of a significant contribution must be appropriate to the contribution. Information regarding named gift opportunities is available through the Office of University Development.
- Named Faculty Chairs, Professorships, scholarship endowments or other program funding are also encouraged. Information regarding named gift opportunities for scholarship endowments and program support is also available through the Office of University Development.

**Procedures:**

1. Donors wishing to make a named gift to the University will be advised of the naming opportunities available and the levels of giving necessary.
2. Pledged gifts recognized with a naming opportunity must have an irrevocable signed commitment form and at least one pledge payment must be received before a naming can be presented to the Board of Trustees.
3. Planned gifts may have stipulations in regard to a naming; however, that naming is recognized only after the gift is realized. Potential funds from planned gifts may not be counted for immediate naming gifts.
4. The President or the chief development officer shall initiate the action of naming or renaming any University facility.
5. When appropriate, the External Relations Committee of the Board of Trustees, in consultation with the President, will make recommendations.
6. The recommendation of the External Relations Committee will be forwarded to the Board of Trustees for action.
7. Once approved, the Named Gift will be added to the Named Gift Register maintained by the Office of University Development.

*REDLINE VERSION*  
**UNIVERSITY GUIDEBOOK**

**Subject: Naming of University Facilities, Colleges, and Programs  
Buildings and Other Spaces**

Developed by: <del>C. Vernon Snyder</del> G. McCloud	Authorized by: <del>Leslie H. Cochran</del> David C. Sweet
Title: Vice President University Advancement <del>Development and Community Affairs</del>	Title: President Date: June, 1998
Date: February, 1998	<b>EFFECTIVE: June 26, 1998</b>
Revised: August 2009	

**Policy:** The Board of Trustees authorizes the permanent naming of University facilities, Colleges and programs. Facility naming includes buildings, rooms and other portions within buildings, and areas and spaces within the defined limits of the campus. Colleges and programs may also be named including centers, departments or specific lecture series or symposiums.

RESOLUTION NUMBER: YR 1998 — 48 2010 -

**Parameters:**

- Youngstown State University encourages named gifts acknowledging donors or memorializing donor's friends or family members. These named gift opportunities range from buildings and other facilities to endowments and programs.
- Any University facility, building, room, area within buildings, and areas within the defined limits of campus may be named for an individual in recognition of outstanding service to the University, community, nation, or for significant contributions to the University.
- A building gifted to the University may be named for the individual donor or an individual of the donor's choice following discussion with the President.
- Any University facility, building room, areas within buildings, and areas within the defined limits of campus named in recognition of a significant contribution must be appropriate to the contribution. Information regarding named gift opportunities is available through the Office of University Development.

- Named Faculty Chairs, Professorships, scholarship endowments or other program funding are also encouraged. Information regarding named gift opportunities for scholarship endowments and program support is also available through the Office of University Development.

**Procedures:**

1. Donors wishing to make a named gift to the University will be advised of the naming opportunities available and the levels of giving necessary.
2. Pledged gifts recognized with a naming opportunity must have an irrevocable signed commitment form and at least one pledge payment must be received before a naming can be presented to the Board of Trustees.
3. Planned gifts may have stipulations in regard to a naming; however, that naming is recognized only after the gift is realized. Potential funds from planned gifts may not be counted for immediate naming gifts.
- ~~2.4.~~ The President or the chief development officer shall initiate the action of naming or renaming any University facility.
- ~~3.5.~~ When appropriate, the ~~Development Committee~~ External Affairs Committee of the Board of Trustees, in consultation with the President, will make recommendations.
- ~~4.6.~~ The recommendation of the ~~Development~~ External Affairs Committee will be forwarded to the Board of Trustees for action.
- ~~5.7.~~ Once approved, the Named Gift will be added to the Named Gift Register maintained by the Office of University Development.

**RESOLUTION TO MODIFY  
YSU FOUNDATION POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing YSU Foundation, policy number 5003.01 of the *University Guidebook*, shown as Exhibit E attached hereto, and does hereby rescind the former corresponding policy number 5003.01. A copy of the policy indicating changes to be made is also attached.

## UNIVERSITY GUIDEBOOK

Name of Policy: **YSU Foundation**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* November 1997; August 2009

Resolution Number(s): YR 1998-27; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** The President of the University shall be responsible for coordination with outside organizations such as the Youngstown State University Foundation..

- The Youngstown State University Foundation (YSUF) is a separately chartered charitable organization.
- YSUF was founded to assist the University by providing support for educational, literary, charitable, and scientific activities, projects, and scholarships.
- Requests for such assistance to the President of the YSUF shall be made only by the President, or by an executive officer in consultation with the President.
- The Vice President for University Advancement serves as the primary University contact on regular and routine matters with the YSU Foundation.
- YSUF shall serve as an investment manager for the University. In this capacity, YSUF may encourage and administer a planned giving program on behalf of the University.

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: YSU Foundation**

Developed by: <del>C. Vernon Snyder</del> George McCloud	Authorized by: <del>Leslie H. Cochran</del> David C. Sweet
Title: Vice President Development of Community Affairs University Advancement	Title: President
Date: <del>November, 1997</del>	Date: March 13, 1998
Revised: August 26, 2009	EFFECTIVE:

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

RESOLUTION NUMBER: YR 1998 — 27 2010 -

- The Youngstown State University Foundation (YSUF) is a separately chartered charitable organization.
- YSUF was founded to assist the University by providing support for educational, literary, charitable, and scientific activities, ~~and projects, and scholarships.~~
- ~~Requests for such assistance to the President of the YSUF shall be made only by the President, or by an executive officer in consultation with the President. or Provost/Vice President for Academic Affairs of the University, or Vice President for University Advancement to the President of YSUF.~~
- The Vice President for ~~Development and Community Affairs~~ University Advancement serves as the primary University contact on regular and routine matters with the YSU Foundation.
- YSUF shall serve as an investment manager for the University. In this capacity, YSUF may encourage and administer a planned giving program on behalf of the University.

**RESOLUTION TO MODIFY  
FUND RAISING POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Fund Raising, policy number 5004.01 of the *University Guidebook*, shown as Exhibit F attached hereto, and does hereby rescind the former corresponding policy number 5004.01. A copy of the policy indicating changes to be made is also attached.



**UNIVERSITY GUIDEBOOK**

Title of Policy: **Fund Raising**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* November 1997; August 2009

Resolution Number(s): YR 1998-27; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** Solicitation of gifts made by anyone for the benefit of the University, or any agency thereof, shall require prior approval of the Vice President for University Advancement.

**Parameters:**

- The Division for University Advancement is charged to ensure that the planning and implementation of fund-raising strategies are carried out in an organized and coordinated manner.
- The Vice President for University Advancement and the Chief Development Officer shall meet with the Deans' Development Council and the executive officers on a regular basis to communicate University-wide development strategies and efforts, and to coordinate development efforts.
- The Division of University Advancement with respect to fundraising has a dual purpose: (1) to create an awareness within the private sector of the financial needs of the University; and (2) to implement a coordinated plan for meeting those needs through private support.

**Procedures:**

1. The Office of University Development is responsible, in consultation with the Vice President for University Advancement, for designing, planning, and implementing fund-raising strategies which increase the level of private support to the institution.
2. All requests to undertake fund-raising projects, (including major campaigns), or to solicit contributions from individuals or any other entity must be in writing and must have been reviewed and supported by the chairperson or director of the appropriate department, program or unit and the dean or executive director of the respective department, program or unit prior to submission to the Vice President for University Advancement for appropriate review with the President and Cabinet.
3. Any request involving the planning, construction, or expansion of a facility must first be reviewed by the appropriate dean or executive director and supported by the President,
4. Activities to be coordinated through the Office of University Development include:
  - Fund-raising campaigns through direct mail, telemarketing, "E" Philanthropy and personal solicitation.
  - Establishment of "associates," "friends," "membership," or other program designed to solicit financial support.
  - Special fund-raising efforts appealing to various University constituencies regarding scholarships, memorial funds, fellowships, aid programs, professorships, endowed chairs, etc.
  - Fund-raising for construction, expansion, or renovation of University facilities, regardless of other sources of funding.
  - Request to private sources for the funding of new or existing programs.
  - All other programs to raise funds in the private sector.
5. The Office of University Development is an authorized cash-collection point on campus and is responsible for officially recording and acknowledging receipt of all gifts to the University including cash pledges, securities, trusts, insurance policies, real estate, and other gifts-in-kind.
6. All gifts and donations must be processed through the Office of University Development before being deposited in any University account.

7. A complete and accurate record of every donor to the University shall be maintained by the Office of University Development. Donor anonymity shall be protected whenever possible.
8. More detailed information regarding fund raising can be found in “Donor Guide to Giving” available in the Office of University Development.

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Fund Raising**

Developed by: <del>C. Vernon Snyder</del> George McCloud	Authorized by: David C. Sweet <del>Leslie H. Cochran</del>
Title: Vice President University Advancement	Title: President Date: <del>March 13, 1998</del>
Date: <del>November, 1997</del>	<b>EFFECTIVE:</b>
Revised: August 26, 2009 <del>2009</del>	

**Policy:** Solicitation of gifts made by anyone for the benefit of the University, or any agency thereof, shall require prior approval of the ~~Development Council~~ Vice President for University Advancement.

RESOLUTION NUMBER: YR 1998 — 27 YR 2010 -

**Parameters:**

- The Division for University Advancement ~~Development Council~~ is charged ~~designed~~ to ensure that the planning and implementation of fund-raising strategies are carried out in an organized and coordinated manner.
- ~~The Vice President for University Advancement and the Chief Development Officer shall meet with the Deans' Development Council and the executive officers on a regular basis to communicate University-wide development strategies and efforts, and to coordinate development efforts. Development Council consists of representatives of the Department of Interecollegiate Athletics, the McDonough Museum of Art and the College of Fine and Performing Arts, the Office of University Development, the Penguin Club, WYSU FM, the Youngstown State University Alumni Association, and the Youngstown State University Foundation. Other individuals may be appointed by the Vice President for Development and Community Affairs.~~
- The Division of University Advancement with respect to fundraising has a dual purpose: (1) to create an awareness within the private sector of the financial needs of the University; and (2) to implement a coordinated plan for meeting those needs through private support.

**Procedures:**

1. The Office of University Development is responsible, in consultation with the ~~Development Council~~, Vice President for University Advancement, for designing, planning, and implementing fund-raising strategies which increase the level of private support to the institution.
2. All requests to undertake fund-raising projects, (including major campaigns), or to solicit contributions from individuals or any other entity must be in writing and must have been reviewed and supported by the chairperson or director of the appropriate department, program or unit and the dean or executive director of the respective department, program or unit prior to submission to the Vice President for University Advancement for appropriate review with the President and Cabinet. ~~prior to submission to the Development Council.~~
3. Any request involving the planning, construction, or expansion of a facility must first be reviewed by the appropriate dean or executive director and supported by the President,
4. Activities to be coordinated through the Office of University Development include:
  - Fund-raising campaigns through direct mail, telemarketing, "E" Philanthropy and personal solicitation.
  - Establishment of "associates," "friends," "membership," or other program designed to solicit financial support.
  - Special fund-raising efforts appealing to various University constituencies regarding scholarships, memorial funds, fellowships, aid programs, professorships, endowed chairs, etc.
  - Fund-raising for construction, expansion, or renovation of University facilities, regardless of other sources of funding.
  - Request to private sources for the funding of new or existing programs.
  - All other programs to raise funds in the private sector.
5. The Office of University Development is an authorized cash-collection point on campus and is responsible for officially recording and acknowledging receipt of all gifts to the University including cash pledges, securities, trusts, insurance policies, real estate, and other gifts-in-kind.
6. All gifts and donations must be processed through the Office of University Development before being deposited in any University account.

7. A complete and accurate record of every donor to the University shall be maintained by the Office of University Development. Donor anonymity shall be protected whenever possible.
8. More detailed information regarding fund raising can be found in "~~Fund Raising Guidelines~~" Donor Guide to Giving" available in the Office of University Development.

**RESOLUTION TO APPROVE  
INTERFUND TRANSFERS**

**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 G.



**YOUNGSTOWN STATE UNIVERSITY**  
**Interfund Transfers Requiring Board Approval**  
**Transfers Outside of the Operating Budget**  
**Requested Transfers for June 30, 2009**  
**Requested Transfers for First Quarter 2010**

<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
<i>FY2009 Year End Transfers</i>			
Andrews Student Recreation and Wellness Center	Andrews Rec/Wellness Center Plant Reserve (Plant Fund)	\$70,545	Year end excess less \$3,000 transferred to operating contingency.
Bookstore Operating	Kilcawley Plant Reserve (Plant Fund)	\$100,000	Pay down interfund loan.
Housing Services	Housing Services Plant Reserve (Plant Fund)	\$113,286	Year end excess.
Kilcawley Center	Kilcawley Center Plant Reserve (Plant Fund)	\$126,787	Year end excess.
Parking Services	Parking Services Plant Reserve (Plant Fund)	\$140,410	Year end excess.
New WCBA Building (Unrestricted Plant Fund)	BAN Series 2008 Debt Service Fund (Plant Fund)	\$102,491	Fund portion of \$113,653 interest payment for the BAN Series 2008.
Match Reserve Funds (Restricted)	General Fund	\$298,922	Transfer unused match funds back into the General Fund.
General Fund (Scholarships)	Operating Carryforward (Designated Fund)	\$249,281	* Transfer unused scholarship dollars to operating carryforward.
General Fund (Laboratory/Technology Fees)	Operating Carryforward (Designated Fund)	\$529,868	* Transfer unspent FY2009 course fee funds to operating carryforward.
General Fund	Operating Carryforward (Designated Fund)	\$27,693	* Transfer net year-end balance to operating carryforward.

\* Year end operating carryforward equals \$806,842 (unspent scholarship funds, laboratory/technology fees and net year end excess)



<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
<i>First Quarter FY2010</i>			
SCT Banner (Designated Fund)	General Fund	\$394,307	To support base personnel costs in the Technology Division, which are now budgeted in the General Fund Budget.
Scholarship Reserve (Designated Fund)	General Fund	\$350,000	To support the Youngstown Early College program.
Centennial Campus Master Plan Contingency (Restricted Plant Fund)	Campus Wide Ground Improvements (Restricted Plant Fund)	\$215,000	Transfer for campus wide ground improvements.
Scholarship Reserve (Designated Fund)	General Fund (Scholarships)	\$129,276	Transfer to offset state budget cuts to the Ohio College Opportunity Grant awards affecting YSU students during summer semester 2009.
Centennial Campus Master Plan Contingency (Restricted Plant Fund)	Bliss Hall Renovations CCMP (Restricted Plant Fund)	\$110,000	Transfer to expand faculty office space in accordance with the OEA contract.

**RESOLUTION TO APPROVE THE ALLOCATION  
OF YEAR-END EXCESS FUNDS AS OF JUNE 30, 2009**

**WHEREAS**, certain accounting and budget adjustments and transfers outside the operating budget are necessary at the end of a fiscal year; and

**WHEREAS**, Youngstown State University completed the fiscal year ending June 30, 2009, with a positive net year-end fund balance;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve that the total net year-end fund balance from FY 2009, in the amount of \$806,842, subject to audit adjustments, be allocated as detailed in Exhibit H.



<b>FY 2009 Year-End Fund Balance</b>	<b>\$806,842</b> *
--------------------------------------	--------------------

**Allocation of FY 2009 Year-End Excess Funds:**

**Technology & Lab/Materials Fees (carry-forward)                      \$529,868**

This amount reflects the remaining balance of funds associated with fees intended to partially offset expenses for specific courses that make use of supplies, equipment or personnel beyond that of typical lecture courses. Allocating this balance to the designated carry-forward fund will ensure that these dollars are used in the appropriate manner as intended.

**Unrestricted Scholarship Reserve (carry-forward)                      \$249,281**

This amount reflects the remaining balance of scholarship funds that were budgeted in the FY 2009 general fund budget. Allocating these funds to the designated scholarship reserve ensures that these dollars will be used for student scholarships and/or financial aid in future years. Allocating the funds in this manner also allows the university to be more responsive to scholarship and financial aid needs, which can vary from year to year.

**Sick Leave Conversion Fund (funding need)                              \$27,693**

This amount reflects the remaining balance of university general funds budgeted in FY 2009 (net of the amounts listed above). It is recommended that this amount be allocated to support the sick leave conversion fund, which is the university's most significant compensated absence liability.

**Total    \$806,842**

\* FY 2009 year-end fund balance is subject to audit adjustments; any adjustments will be applied against the Sick Leave Conversion Fund allocation above.

**RESOLUTION TO EXTEND INTERFUND LOAN  
FOR BOOKSTORE EXPANSION AND RENOVATION**

**WHEREAS**, the Board of Trustees of Youngstown State University approved a \$600,000 interest free interfund loan from the Kilcawley Center Plant Reserve to the Bookstore (YR 2004-50) to provide financing for Phase I of the Bookstore Expansion and Renovation project; and

**WHEREAS**, \$400,000 has been repaid prior to the due date of June 30, 2009; and

**WHEREAS**, full repayment by the June 30, 2009, due date was not financially feasible;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University extends the due date of the remaining \$200,000 interfund loan from the Kilcawley Center Plant Reserve to the Bookstore to June 30, 2013.

**RESOLUTION TO APPROVE TRANSFER  
OF FUNDS TO DEBT SERVICE RESERVE**

**WHEREAS**, \$12 million in private funds have been pledged and recognized in the University's financial records as of June 30, 2009, to pay for the construction of the new Williamson College of Business Administration (WCBA) building; and

**WHEREAS**, the expected payment date for some of these contributions extends beyond the completion of construction scheduled for fall 2010 resulting in a funding gap; and

**WHEREAS**, the University issued General Receipts Bonds, Series 2009, to ensure timely payment of contractual costs related to construction; and

**WHEREAS**, in June 2009 the Board of Trustees approved a \$3 million transfer of cash received from WCBA pledges to a construction fund in accordance with the project plan presented in the Bond Series 2009 bond documents; and

**WHEREAS**, in June 2009 the Board of Trustees approved an additional \$1,471,796 transfer of cash received from WCBA pledges/gifts to establish a debt service reserve fund; and

**WHEREAS**, additional residual cash received through June 30, 2009, totaled \$173,884; and

**WHEREAS**, pledges outstanding as of June 30, 2009, totaled approximately \$7.8 million;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University approves the transfer of the \$173,884 in additional cash to the WCBA debt service reserve fund; and

**BE IT FURTHER RESOLVED**, that any private contributions received for the new WCBA building from July 1, 2009, forward be transferred on a quarterly basis to the WCBA debt service reserve fund for the Bond Series 2009.

**RESOLUTION TO AUTHORIZE PURCHASE  
OF PROPERTIES FOR CAMPUS IMPROVEMENT**

**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
Erskine Crenshaw, Jr. and Evelyn Crenshaw	307 W. Scott Street	53-005-0-081 and '082	\$ 16,000	\$ 16,000
YSU Foundation	308 Custer Avenue	53-005-0-182	\$ 14,500	\$ 14,500
YSU Foundation	311 Custer Avenue	53-005-0-160	\$ 15,500	\$ 15,500

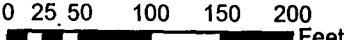
**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does authorize the acquisition of the aforementioned properties.

**YSU Board of Trustees  
September 2009:  
Resolution to Authorize  
Purchase of Properties  
for Campus Improvement**


**Legend**

-  Building Footprint
-  YSU OBOR Campus Primary Bnd.
-  Properties for Campus Improvement
-  YSU-Owned Properties
-  Other Properties
-  YSU OBOR Campus Secondary Bnd.

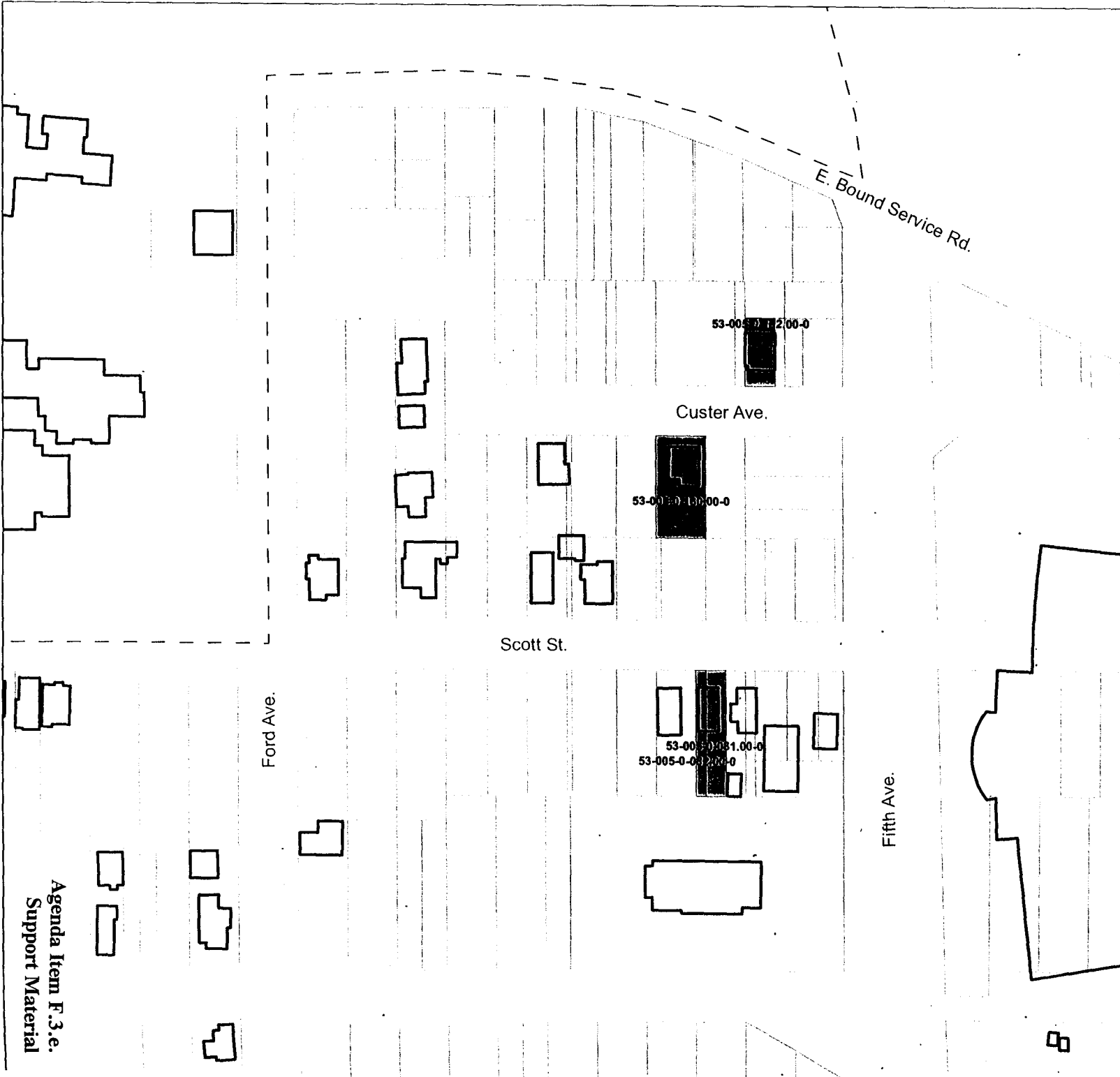


 0 25 50 100 150 200 Feet

**Youngstown**  
STATE UNIVERSITY



Prepared by: The Center for  
Urban and Regional Studies  
Youngstown State University  
Source: Mahoning County  
Enterprise GIS Files, YSU  
9.3.09



Agenda Item F.3.e.  
Support Material

**RESOLUTION TO AUTHORIZE OIL AND GAS LEASE  
WITH OHIO VALLEY ENERGY SYSTEMS CORP.**

**WHEREAS**, the State of Ohio owns approximately 16.73 acres of real estate in Liberty Township, Trumbull County, Ohio (the "Property") that is under the jurisdiction of Youngstown State University ("YSU"), and which is identified on the map attached hereto as Exhibit I; and

**WHEREAS**, Section 123.01(A)(17) of the Ohio Revised Code provides for the leasing of State land for the drilling of oil and/or gas; and

**WHEREAS**, Section 3345.181 of the Ohio Revised Code provides that the board of trustees of a state university, by majority vote, may make leases for the drilling of gas upon lands under the supervision of such board; and

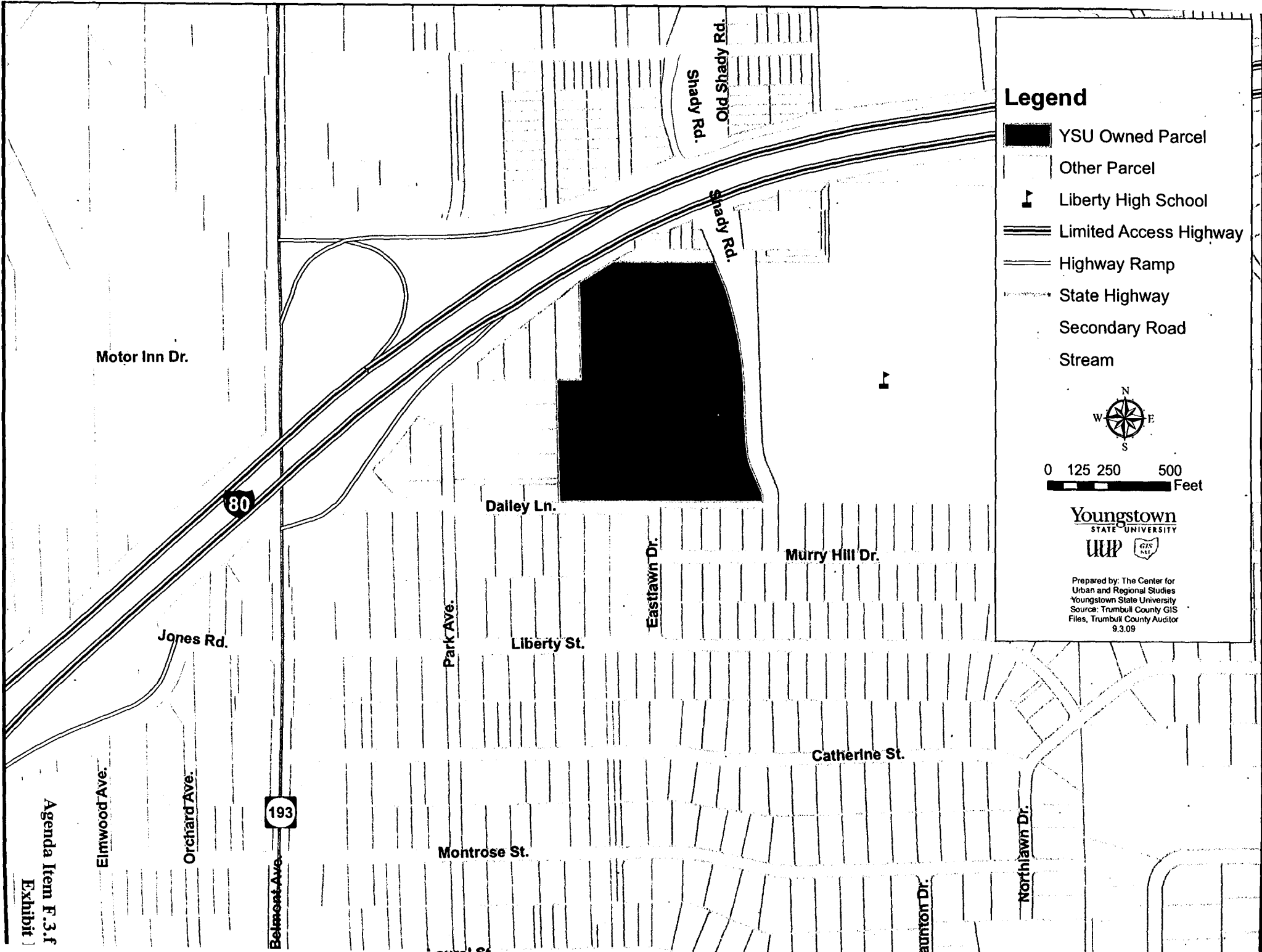
**WHEREAS**, Ohio Valley Energy Systems Corp. seeks to lease the Property to extract oil and/or gas and has had discussions with the Ohio Department of Administrative Services and YSU regarding such lease; and

**WHEREAS**, it is the recommendation of the administration that YSU enter into the oil and gas lease with Ohio Valley Energy Systems Corp. attached hereto as Exhibit J to provide a new revenue source for YSU; and









**WHEREAS**, the oil and gas drilling lease does not interfere with any future plans for the Property;

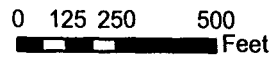
**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does authorize YSU to enter into the attached oil and gas lease with Ohio Valley Energy Systems Corp.





**Legend**

-  YSU Owned Parcel
-  Other Parcel
-  Liberty High School
-  Limited Access Highway
-  Highway Ramp
-  State Highway
-  Secondary Road
-  Stream



Prepared by: The Center for  
 Urban and Regional Studies  
 Youngstown State University  
 Source: Trumbull County GIS  
 Files, Trumbull County Auditor  
 9.3.09

Agenda Item F.3.f  
 Exhibit 1

STATE OF OHIO

OIL & GAS LEASE

This is a lease of oil and gas rights, between the State of Ohio through its Department of Administrative Services, 4200 Surface Road, Columbus, Ohio 432288-1395, ("State"), on behalf of Youngstown State University ("Agency") and Ohio Valley Energy Systems Corp., hereinafter referred to as Lessee, having an address of 200 Victoria Road, Building 4, Austintown, Ohio 44515 hereinafter referred to as Lessee, pursuant to the provisions of Section 123.01(A)(17), Ohio Revised Code.

WHEREAS, Lessee applied to State for a lease to extract oil and gas from the hereinafter described property, and

WHEREAS, the Department of Administrative Services has determined that State owns the property, that it is under the jurisdiction of the Youngstown State University, and

WHEREAS, on \_\_\_\_\_, 2009, Youngstown State University approved the granting of this lease to extract oil and gas from the property described in Exhibit A, hereinafter referred to as Leased Premises:

DESCRIPTION:

**Property Legal Description**

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, State hereby grants this lease to Lessee for the purpose of producing and marketing oil, gas, casinghead gas, distillate and other liquid and gaseous hydrocarbons; injecting, storing or holding in storage or withdrawing from storage, and moving gas into or removing gas from any sands, strata or formations lying thereunder, under the following terms and conditions:

1. TERM:

- a. This lease shall be for a period of two (2) years, commencing \_\_\_\_\_, 2009 and ending \_\_\_\_\_, 2011, unless otherwise terminated in accordance with the termination provisions herein. Lessee shall only be granted a renewal of this Lease in accordance with paragraph b of this Article 1, if Lessee, within said initial two (2) year term, has drilled and completed a well on the Leased Premises, which well is capable of producing oil and/or gas in paying quantities.
- b. If Lessee has complied with all the terms and conditions of this lease, Lessee shall be entitled to one (1) successive renewal, for a term of eighteen (18) years upon same terms and conditions set forth herein, except as to the number of renewals. The renewal may be exercised by Lessee mailing written notice to the Director of Administrative Services at least Ninety (90) days prior to the expiration of the original lease term.
- c. In the event that production of oil, gas, or their constituents is interrupted and not marketed for a period of six (6) months, and there is no producing well on the

Leased Premises or lands pooled or unitized therewith, Lessee shall thereafter, as royalty for constructive production, pay a shut-in royalty equal to the rate of Fifty Dollars (\$50.00) per net mineral acre per year, payments to be made annually until such time production is re-established and said payment shall maintain this Lease in full force and effect to the same extent as payment of royalty. In the event that the production from the only producing well on the Leased Premises or lands pooled or unitized therewith is interrupted for a period of less than six (6) months, this Lease shall remain in full force and effect without payment of royalty or shut-in royalty. However, notwithstanding anything herein to the contrary, this provision shall not limit, diminish or otherwise alter the right of State or Agency to exercise the privilege of obtaining free gas, in accordance with the provisions herein. Further, notwithstanding anything herein to the contrary, where gas or oil from a well is not produced in quantities sufficient to pay a royalty to Agency due to any reason for a period of two (2) years the State and/or Agency at its option may cancel this Lease, and in any case Lessee shall have no claim against State or Agency for the value on any unexpired term of this Lease.

2. CONSIDERATION:

- a. In consideration of this Lease, the Lessee shall pay Twenty Thousand Dollars (\$20,000.00) due and payable to Agency on the Commencement Date, which sum shall be non-refundable regardless of any royalties that do, or do not, accrue under the Lease. This consideration is due and payable prior to any drilling commencement activities.
- b. Lessee shall further pay to Agency for oil, and distillate (condensate) saved and produced at the single well, a proportional share of sixteen percent (16.0%) royalty as the amount of Lessor's acreage in the drilling unit bears to the total acreage in the drilling unit based on the contracted price for oil or liquid hydrocarbons of like grade and gravity prevailing for the field where produced on the date such oil or liquid hydrocarbons are run into tanks or pipelines.
- c. Lessee shall further pay to the Agency as royalty for gas, including casing head gas and other gaseous hydrocarbons, produced from and sold on or off the Leased Premises, a proportional share of sixteen percent (16.0%) of the proceeds realized by the Lessee from such sale, as the amount of Lessor's acreage in the drilling unit bears to the total acreage in the drilling unit, provided that on gas produced from and used off the Leased Premises, but not sold, the royalty shall be the contracted price, at the wellhead at the time of production, for the gas so used.
- d. Payments of all royalties provided in this Lease shall be made by Lessee on a monthly basis commencing within sixty (60) days after the well on the unit is placed into production.
- e. All payments shall be by check made payable to Youngstown State University, and delivered or mailed to Youngstown State University, One University Plaza, Youngstown, Ohio 44555. Each royalty payment shall be accompanied by an oil and gas production statement. Agency may, upon request, receive verification of Lessee's gas and oil prices received.

- f. Should Lessee determine that additional wells are required under Section 3 of the Lease, or for any other purpose, State and Agency must be notified in writing, consistent with Section 13 of the Lease. Lessee shall not drill any additional well(s) without obtaining prior written approval from State and Agency.
- g. The Agency may lay pipelines to the well gathering system on the Leased Premises and take gas produced from said wells or systems for use in any current or future building at Youngstown State University at its own risk, subject to the right of abandonment of the wells by the Lessee. The first three hundred thousand (300,000) cubic feet of gas taken each year shall be free of cost, but all gas taken in excess of three hundred thousand (300,000) cubic feet in each year shall be paid for within sixty (60) days of billing at the then current price paid for gas at the contracted price on the Leased Premises. The Agency must lay and maintain the pipeline and furnish regulators and other necessary equipment at its own expense. This privilege is upon the condition precedent that the Agency shall maintain the said pipeline, regulators, and equipment in good repair and free of all gas leaks, and operate the same so as not to cause waste or unnecessary leaks of gas. If the Agency shall take excess gas as aforesaid in any year and fail to pay for same, the Lessee may deduct payment for such excess gas from any rentals or royalties accruing to State.

In lieu of the Agency laying pipeline as described herein above, the Agency at its' option has the right to receive additional fees or be credited for a contracted price, for the free three hundred thousand (300,000) cubic feet of gas in each year, based on the then contracted price.

3. USE:

- a. Lessee shall use and occupy the premises for the purpose and with the exclusive right to enter thereon at any time to operate wells for oil and gas and constituents thereof and to erect, maintain, and remove the necessary pipelines, machinery and appliances that the Lessee may see fit to install thereon for the production and transmission of oil and gas and constituents thereof. The Lessee shall operate all wells on the Leased Premises, and shall perform such duties in connection therewith as are customarily performed in the usual course of bringing in the production of such wells without undue delay, and shall have the privilege of using sufficient oil, gas, and well water for such operations.
- b. Should oil and gas be found and be produced or be capable of being produced in paying quantities on any adjoining lease held by the Lessee, the Lessee agrees to drill on the leased premises herein such offset well or wells as are necessary to protect against drainage thereof.
- c. Lessee agrees not to permit the Leased Premises to be used for any purpose inconsistent with any local, state, or federal laws, rules or regulations, and shall be liable for any and all damages consequent upon such violation and subsequent cancellation of this lease under the default provision herein.

- d. The State and/or Agency, its successors or assigns, may construct and maintain property improvements along and over the Leased Premises so long as the same are so constructed as not to impair the strength or interfere with the use, maintenance or operation of the Lessee's pipelines, machinery or appliances. This lease is made subject to all prior easements, leases or grants on, in, under or across any portion of the Leased Premises, and to the renewal thereof. State also reserves the right to grant utility easements or leases and any surface rights leases over the Leased Premises herein leased so long as they do not impair the strength or interfere with the Lessee's use of the Leased Premises.

#### 4. CONSTRUCTION/MAINTENANCE:

- a. Lessee shall not create any liens, claims or mechanic's liens against the Leased Premises, and Lessee shall defend, indemnify and hold State and Agency harmless from any such claims or mechanic's liens and or any expenses incurred in connection therewith including but not limited to damages, interest, court costs and reasonable attorney fees.
- b. Lessee shall, prior to submitting a permit application to the Ohio Department of Natural Resources, provide State and Agency a plat showing all well and pipeline locations. All licenses, permits, etc., required by law, shall be obtained by Lessee before commencing any construction or drilling. In the event the Leased Premises is disturbed directly or indirectly during any phase of this operation, the Lessee shall provide necessary fill and make such repairs and replacements for a period of one year after such disturbance, as may be needed to restore the Leased Premises to its former condition or pay for all damages. The Lessee shall bury all pipelines used to conduct oil or gas to, on, through and off the Leased Premises at least three feet below the surface of the land. State and Agency shall be notified when any installation or unusual condition is encountered in the field. At the conclusion of this lease, the Lessee shall, restore all lands to a condition fully compatible to their condition and use prior to the commencement of this lease. No special assessment to pay any cost of constructing said drilling improvement shall be made against State and/or Agency, its successors or assigns.
- c. Any and all existing or future Agency improvements located on the Leased Premises shall not be disturbed during any time of the drilling and/or pumping process. It is further agreed that should the Agency improvements located on the Leased Premises be damaged due to the Lessee's drilling and/or pumping process or due to negligence of the Lessee's employees, agents or invitees, the Lessee will assume all liability for damages. Lessee shall collaborate with, and receive prior written approval from Agency's Facilities Department on the location and design of the tank battery, wellhead, screening, access drives and or roads, retention ponds, landscaping, etc. The final layout and design shall be reviewed and approved by the Agency Facilities Department, such approval shall not be unreasonably withheld.
- d. All improvements shall be installed, operated, maintained, repaired, reconstructed or replaced in accordance with all local, state or federal rules, regulations and laws or industry guidelines. If no such rules, regulations or laws and guidelines are

applicable, then responsible engineering practices shall control.

5. POOLING:

- a. The Lessee may, with the written approval of State and Agency, at any time from the date hereof while this lease shall be in effect and from time to time within such period, pool all or any part or parts of the Leased Premises or rights therein with any other land in the vicinity thereof, or with any leasehold, operating, or other rights or interest in such other land to create units of such size and surface acreage as the Lessee may desire, but containing not more than 40 acres plus 10% acreage tolerance, unless units of larger size are required by rule, regulation or order of any governmental authority. If such larger units are so required by governmental authority, any such unit may be established or enlarged to conform to the size specified by such governmental authority. Each unit may be created by governmental authority or by written declaration-notice executed by the Lessee and recorded by the Lessee in the proper office in the county where this leasehold estate is located.

Such written declaration-notice shall contain a description of the unit so created, specifying the mineral stratum or horizon so pooled if so limited. Any well which is commenced, or is producing on any part of any lands theretofore or thereafter so pooled shall, except for the payment of royalties, be considered a well commenced and producing on the lands hereby leased. There shall be allocated to the portion of the leased premises included in any such pooling, such proportion of actual production from all lands so pooled as such portion of the leased premises, computed on an acreage basis, bears to the entire acreage of the lands so pooled. The production so allocated shall be considered for the purpose of payment or delivery of royalty to be the entire production from the portion of the leased premises included in such pooling in the same manner as though produced from such portion under the terms of this lease.

Each of said options may be exercised by the Lessee from time to time, and a unit may be formed by the Lessee either before or after a well has been drilled, or production has been established on the leased premises, or on a portion of the leased premises which is included in the pooling, or on other lands which are pooled therewith.

- b. If the ownership of any interest in the Leased Premises should hereafter be transferred by sale, devise, or operation of law, said land, nevertheless, may be held, developed, and operated as an entirety, and the rentals and royalties derived there from as set forth in Section 2 herein, shall be retained by Agency.

6. STORAGE OPERATIONS:

- a. At any time during the effective term of this lease, the Lessee may notify State and Agency, in writing consistent with Section 13 of this Lease, of its intent to use the Leased Premises and/or any well located or to be located thereon for injecting, storing, holding in storage or withdrawing from storage, and moving gas into or removing gas from, any sands, strata or formations underlying the Leased

Premises, and upon the giving of such notice, Lessee may use the Leased Premises for said purpose.

- b. If the Lessee does not use a well located on the Leased Premises for any of the gas storage purposes above, but uses a well located on other lands within one and one-half (1-1/2) miles of any point along the perimeter of the Leased Premises, Lessee shall give written notice as provided above indicating the exact location of the well and whether or not gas will be stored or held in storage on the subject Leased Premises.

7. LIABILITY:

- a. During the term of this lease, the Lessee shall, at its sole cost and expense, carry and maintain for the mutual benefit of itself and the State and Agency and anyone claiming by, through, or under the State or Agency an occurrence-based comprehensive policy of general liability insurance, including steam boiler explosion coverage, if appropriate, against claims for personal injury, wrongful death or property damage, including but not limited to underground water or surface damage and including but not limited to damage during drillings, arising directly or indirectly out of the activities of the Lessee, and occurring on or about the premises provided to the Lessee, with minimum amount of coverage of \$1,000,000.00 on account of bodily injury to or death of one person, \$3,000,000.00 on account of bodily injury to or death of more than one person as a result of any one accident or disaster, and \$3,000,000.00 on account of damage to property. Such policy of insurance shall be issued by an insurance company acceptable to the State and Agency, and shall be in a form acceptable to the State and Agency. Such policy of insurance shall bear an endorsement to the effect that the insurer agrees to notify the State and Agency not less than thirty (30) days in advance of any modifications or cancellation thereof. State, Agency and the Lessee and anyone claiming by, through, or under the State, Agency or the Lessee, shall be named as insureds under such policy of insurance. Upon the execution hereof, the Lessee shall deposit with the State and Agency a true and complete copy of such policy of insurance together with proof showing the first year's premium for such insurance policy to be paid in full. Not less than thirty (30) days prior to the termination date of such policy of insurance, the Lessee shall deposit with the State and Agency evidence satisfactory to the State and Agency of the renewal of such policy of insurance. Further, the Lessee agrees to protect and indemnify and hold harmless the State and Agency against all claims, demands, and causes of action, including but not limited to reasonable attorney's fees for the defense thereof, arising directly or indirectly out of the activities of the Lessee hereunder; and, further, including but not limited to causes of action in favor of either party's employees, agents, subcontractors, licensees, invitees, guests, or any other third party claiming personal injury, death, or property damage arising directly or indirectly out of activities of the Lessee hereunder, or equipment furnished in connection therewith. Furthermore, the Lessee shall maintain and keep in full force and effect during the term hereof a policy of automobile insurance covering personal injuries and property damages arising out of the activities of the Lessee; such policy or policies shall name the State and Agency as an insured thereunder; and, providing further that the Lessee, prior to the

commencement of activities hereunder, shall furnish the State and Agency such policy of insurance.

- b. Lessee shall protect, indemnify, and hold harmless the State and Agency against all claims, demands, and causes of action, including, but not limited to, reasonable attorney's fees for the defense thereof, arising directly or indirectly out of the Lessee's activities hereunder; and, further, including but not limited to causes of action in favor of either party's employees, agents, subcontractors, licensees, invitees, guests, or any other third party claiming personal injury, death, or property damage arising directly or indirectly out of the Lessee's activities hereunder, or equipment furnished in connection therewith.
- c. Notwithstanding anything herein to the contrary, it is agreed that the full and sole responsibility for damage and repair to the land or underground water table or system, or for pollution or contamination as a result of Lessee's activities, shall be borne by the Lessee. The Lessee shall assume all responsibility for, including control, repair, removal of any contamination, and protect and defend the State and Agency against all claims, demands, and causes of action of every kind and character arising directly or indirectly from damage to the land underground water table or system, or from pollution or contamination which originates above the surface of the land or water from spills of fuels, lubricants, motor oils, natural water-base drilling, flood and attendant cuttings, pipe dope, paints, solvents, ballast, bilge and garbage, or any hazardous substance in the possession and control of the Lessee and directly or indirectly associated with the activities of the Lessee.
- d. In the event a third party commits an act or omission that results in pollution or contamination and such third party is performing work for the Lessee, the responsibility for such act or omission shall be considered as between the State, the Agency and the Lessee to be the same as if the work was performed by the Lessee.

3. DEFAULT:

- a. If any installment of rent or royalty is not paid within the time agreed upon herein, State and/or Agency may, at its option, demand payment. If payment is not made within sixty (60) days thereafter, this lease shall become null and void at the State and/or Agency's option.
- b. If the Lessee breaches or defaults on any of the terms or conditions of this lease, and if such breach or default is not remedied within thirty (30) days after written notification has been sent by State of the breach or default, State may terminate this lease. State shall give Lessee three (3) days written notice of the termination and Lessee, or any party in possession of the premises, shall then surrender possession of the premises to the State or its authorized agent.
- c. The receipt and acceptance of rental or royalty payments after any act of forfeiture by the Lessee shall not be held to be a waiver by the State and/or Agency of its right to declare such forfeiture and cancel this lease after the payment so taken



has been earned under the terms of this lease.

9. TERMINATION:

- a. This lease may be terminated if the Leased Premises, or any part thereof, is needed for any public or quasi-public use or purpose. State shall give Lessee at least ninety (90) days written notice prior to such termination. Lessee shall remove all personal property and movable fixtures placed on the Leased Premises by Lessee, and restore the leased premises to a condition satisfactory to the Director of Administrative Services at Lessee's expense. Lessee shall have no claim against State or Agency for the value of any unexpired term of this lease, or for any costs related to the removals referred to in this paragraph.
- b. It is agreed that upon payment to the State of one dollar (\$1.00), the Lessee shall have the right to surrender this lease as to all of said premises by delivering to the State and Agency an instrument of surrender and release, and by recording such instrument, which shall be a full and legal surrender of this lease as to all of said premises and a cancellation of future liabilities under the same, of each and all parties hereto, relating in any way to the above, provided the premises are restored to a condition satisfactory to the Director of Administrative Services and including Lessee obtaining appropriate releases and consents from all necessary governmental subdivisions pertaining to the control of hazardous substances and contaminants, to the satisfaction of the Director of Administrative Services.

10. ASSIGNMENT:

This lease shall not be assigned, transferred, or sublet without the prior written consent of the Director of Administrative Services.

11. TAXES:

Lessee shall be responsible for any federal, state and/or local taxes and assessments levied against State and/or Agency resulting from this lease of the Leased Premises.

12. PERFORMANCE:

- a. In performance of all work contemplated herein, the Lessee shall be an independent operator with the authority to control and direct the performance of the details of the work. The work contemplated herein shall meet the approval of State and Agency and shall be subject to the general right of inspection to secure the satisfactory performance thereof. The Lessee and all subcontractors, agents, and employees thereof shall comply with all laws, rules, and regulations which may now or hereafter apply to same and to all personnel engaged in operations covered by this contract and accruing out of the performance of such operations. In this connection, the Lessee shall, prior to the commencement of any work, provide to the State and Agency appropriate certificates indicating appropriate coverages under Ohio's Workers' Compensation Law and/or other evidence of employer's liability insurance, in a form satisfactory to the State and Agency.

- b. Lessee agrees that during the term of this lease that no employee or applicant for employment by Lessee will be unlawfully discriminated against because of race, color, religion, sex, sexual orientation, or national origin. Lessee will insure that applicants for employment are employed, and that its employees are treated during such employment, without regard to their race, color, religion, sex or natural origin. Lessee shall comply with the provisions of an applicable affirmative action laws, rules or regulations or promulgated by the State of Ohio.

13. NOTICES:

All notices, demands, requests, consents, approvals and other instruments required or permitted to be given pursuant to the terms of this lease shall be in writing and shall be deemed to have been properly given if hand-delivered or sent by U. S. registered or certified mail, postage paid, (a) with respect to State, addressed to:

Ohio Department of Administrative Services  
General Services Division  
Office of Real Estate and Planning  
4200 Surface Road  
Columbus, Ohio 43228-1395  
Attention: Real Estate Administrator

and additional copies addressed to:

Youngstown State University  
One University Plaza  
Youngstown, Ohio 44555  
Attention: President

and

Ohio Valley Energy Systems Corp.  
200 Victoria Road, Building 4  
Austintown, Ohio 44515  
Attention: President

State, Agency and Lessee shall each have the right from time to time to specify as its address for purposes of this easement any other address in the United States of America upon giving of 15 days notice thereof, similarly given, to the other party.

4. TITLE INDEMNITY

Lessee shall conduct a title examination to satisfy itself that the Leased Premises is not encumbered by reserved rights or other restrictions or limitations of record which would materially affect the rights granted to Lessee hereunder. Lessee shall hold State and Agency harmless from any defects in the quality of title to the Leased Premises.

15. REMEDIES CUMULATIVE

All rights and remedies granted under the Lease shall be cumulative, and shall not exclude any other rights or remedies provided for herein or allowed or afforded by law or equity.

16. WAIVER

The failure of any party to insist upon the strict performance of any of the covenants or conditions of this Lease, or to declare a breach for any violation thereof, or to exercise any options conferred upon him hereunder, shall not be construed as a waiver of relinquishment of the future right to insist upon the strict compliance with all the covenants, agreements, and conditions hereof, or of its right to exercise said option, or to declare a breach for the violation of such condition or agreement if the violation be continued or repeated.

17. SEVERABILITY

If any provision or clause of this Lease, or application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provision or applications of this Lease which can be given effect without the invalid provisions or applications, and to this end the provisions of the Lease is declared to be severable.

18. CAMPAIGN CONTRIBUTIONS

Lessee hereby certifies that all applicable parties listed in Division (I) (3) or (J) (3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I) (1) and (J) (1) of O.R.C. Section 3517.13.

19. ETHICS COMPLIANCE

In accordance with Executive Order 2007-01S, Lessee, by signature on this Lease, certifies that it: (1) has reviewed and understands Executive Order 2007-01S, (2) has reviewed and understands the Ohio ethics and conflicts of interest laws, and (3) will take no action inconsistent with those laws and this order. This Lessee understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this Lease and may result in the loss of other leases/contracts with the State of Ohio.

20. PREVAILING WAGE

Lessee shall comply with the applicable provisions of Ohio Revised Code Chapter 4115 as well as Ohio Administrative Code Chapter 4101:9-4 relating, but not limited to, the payment of prevailing wage. In situations where the Lessee is preparing the Leased Premises and construction/preparation is considered a public improvement as set forth in Ohio Revised Code Section 4115.03 (C), the Lessee shall designate a prevailing wage coordinator as set forth in Ohio Revised Code Section 4115.071 to perform the functions designated in that section including, but not limited to, maintaining files of certified payrolls of all contractors and subcontractors on the project. The State reserves the right to audit the certified payroll records of any and all contractors and subcontractors.

21. DRUG FREE WORKPLACE

Lessee agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted contractors engaged in the work permitted hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

22. ENTIRE AGREEMENT

This Lease contains the entire agreement between the parties hereto and shall not be modified, amended or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto.

23. CONTROLLING LAW

This Lease and the rights of the parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning this Lease and/or performance hereunder.

24. DECLARATION OF MATERIAL ASSISTANCE

In accordance with Ohio Revised Code Section 2909.33(C), Lessee certifies that it meets one of the following conditions:

(a) Lessee has not received, nor will it receive as a result of this Lease, an aggregate amount greater than one hundred thousand dollars (\$100,000.00) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year;

or

(b)(1) Lessee has received, or will receive as a result of this Lease, an aggregate amount greater than one hundred thousand dollars (\$100,000.00) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year.

and,

(2) Lessee has either precertified with the Office of Budget and Management, or has completed the provided Declaration of Material Assistance form as directed, certifying that Lessee has not provided material assistance to any organization on the Terrorist Exclusion List, as that term is defined in R.C. 2909.21

IN AGREEMENT WITH TERMS AND CONDITIONS:

FOR YOUNGSTOWN STATE UNIVERSITY:

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
David C. Sweet  
President of Youngstown State University

THE STATE OF OHIO  
LESSOR

BY: \_\_\_\_\_  
TED STRICKLAND  
Governor of Ohio

By: \_\_\_\_\_  
Director of Administrative Services or  
Signatory Designee  
Statutory Agent, RC 123.01(A)(9)

ACKNOWLEDGMENT

State of Ohio, Franklin County, ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, before me personally appeared \_\_\_\_\_, who signed Hugh Quill, Director of the Department of Administrative Services, followed by his/her initials, pursuant to delegation authority granted by Director Hugh Quill. In addition, \_\_\_\_\_ acknowledges that he/she is executing the foregoing document on behalf of the Department of Administrative Services voluntarily.

\_\_\_\_\_  
Notary Public, State of Ohio  
My Commission Expires \_\_\_\_\_

APPROVED AS TO FORM:  
Ohio Attorney General

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
Gary R. Taylor  
Assistant Section Chief, Business Counsel Section

**OHIO VALLEY ENERGY SYSTEMS CORP.**  
**LESSEE**

BY: \_\_\_\_\_  
Authorized Signature

TITLE \_\_\_\_\_

**ACKNOWLEDGEMENT**

STATE OF OHIO: \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) ss:

BEFORE ME, a Notary Public in and for said County and State, personally appeared, \_\_\_\_\_ who acknowledged that he did sign the foregoing instrument on behalf of said entity, and that the same is his free act and deed individually and as such officer for the uses and purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal at \_\_\_\_\_, Ohio, this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Notary Public  
My Commission Expires \_\_\_\_\_

This instrument was prepared by the Ohio Department of Administrative Services, General Services Division, Office of Real Estate and Planning, 4200 Surface Road, Columbus, Ohio 43228-1395.

**EXHIBIT A**

Situated in the Township of Liberty, County of Trumbull and State of Ohio.

Situated in the north part of Great Lot #8 of Liberty Township, Trumbull County, Ohio, and bounded and described as follows:

Beginning at the northeast corner of The Churchill Coal Company plat which is recorded in Plat Book #3, Page 47, Trumbull County Records of Plats; thence S  $1^{\circ} 08-1/2'$  W along the east line of said Plat 984.5 feet to the southeast corner of said plat; thence N  $87^{\circ} 53-1/2'$  W along the south line of lots 18 and 9 in said plat 833.3 feet to the southwest corner of Lot #9; thence N  $1^{\circ} 08-112'$  E 526.8 feet to the northwest corner of Lot #13; thence S  $89^{\circ} 22-112'$  E on the north side of Lot #13 a distance of 100 feet; thence N  $1^{\circ} 08-1/2'$  E 435.5 feet to the northwest corner of Lot #7; thence S  $89^{\circ} 22-112'$  E 733 feet to the place of beginning, containing within said bounds 17.6 acres of land which includes all of the lots numbers 1-2-3-4-5-6-7-9-10-11-12-13-14-15-16-17-18 of the Churchill Coal Company's Plat; together with such rights, if any, as were created by vacation of Roadway by resolution of the Commissioners of Trumbull County adopted July 25, 1951, recorded at 4 Journals 133 of Trumbull County.

Being premises conveyed to Youngstown College by deed of Arnold D. Stambaugh dated March 2, 1950, recorded at Volume 555, Page 6 of Trumbull County Deed Records.



**RESOLUTION TO RATIFY  
FACULTY/STAFF APPOINTMENTS**

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

**WHEREAS**, new appointments have been made subsequent to the June 19, 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 K attached hereto.

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT</i> <i>(Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

None.							
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**May 2009**

None.							
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**June 2009**

None.							
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**PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT</i> <i>(Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

Ms. Erica Chung	F/C	Replacement \$32,624	Asst. Athletic Trainer	Athletics	4/12/09 - 6/30/10	\$32,624 1.0 FTE	
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**May 2009**

Mr. Sudipti Gupta	F/A	New \$28,000	Research Fellow	Chemistry	5/11/09-6/30/10	\$28,000 1.0 FTE	Ext. Funded
Mr. Guilin Mao	M/A	New \$40,000	Research Fellow	Physics & Astronomy	5/11/09-6/30/10	\$40,000 1.0FTE	Ext. Funded
Ms. Janice Schnall	F/C	New \$23,400	Special Projects Assistant	Office of the President	5/1/09-10/31/09	\$23,400 1.0 FTE	Temporary

**June 2009**

Mr. William Spencer	M/C	Replacement \$57,000	Staff Architect	Facilities	6/15/09-6/30/10	\$57,000 1.0 FTE	
Ms. Angeline Harris	F/B	Replacement \$38,976	Program Coordinator	Metro College	6/8/09 - 6/30/10	\$38,976 1.0 FTE	
Ms. Phyllis Johnson	F/C	New \$60,000	Partnership Internship Coordinator	Social Work	6/1/09 - 6/30/10	\$30,000 .5 FTE	Ext. Funded

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

None.							
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**May 2009**

Ms. Laura Robich	F/C	Replacement \$15.48	Administrative Asst. 1	SMARTS	5/4/2009	\$19,319 .5 FTE	Part Time
Mr. Michael Thornburg	M/C	Replacement \$18.35	Delivery Worker	Support Services	5/10/2009	\$38,168 1.0 FTE	Promotion

**June 2009**

None.							
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**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
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**RETIREMENTS:**

Dr. Brendan Minogue	M/C	Faculty	Professor	Philosophy & Religious Studies	5/16/2009	\$98,674	
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**SEPARATIONS:**

Ms. Bertha Royster	F/B	Classified	Library Media Tech Asst 2	MAAG Library	4/1/2009	\$14.68	Assignment Ended
Dr. Peter HappelChristian	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$50,472	Resigned
Dr. Roy Mimna	M/C	Faculty	Associate Professor	Mathematics	6/30/2009	\$62,135	Resigned
Mr. Joseph Edwards	M/C	P/A	Interim Dean	Fine & Performing Arts	6/30/2009	\$130,000	Assignment Ended
Mr. John Ryan	M/C	P/A	HR Operations Manager	Rich Center	6/30/2009	\$37,688	Non-renewal
Ms. Norma Stefanec	F/C	P/A	Research Associate	Center for Urban Studies	6/30/2009	\$43,916	Non-renewal
Mr. Craig Cicero	M/C	P/A	Lead Instructional Specialist	Rich Center	6/28/2009	\$24,507	Resigned

**PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
<b>SEPARATIONS:</b>							
Mr. Joshua Mays	M/C	P/A	Housing Coordinator	Housing	6/30/2009	\$26,725	Resigned
Mr. Michael Zordich	M/C	P/A	Asst. Football Coach	Athletics	6/5/2009	\$40,000	Resigned
Ms. Kelly Price	F/C	P/A	Asst. Dir. First Year Students	Center for Student Progress	6/4/2009	\$44,121	Resigned
<b>Temporary Appointment Ended:</b>							
Mr. Christopher Barzak	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Mr. Randall Benner	M/C	Faculty	Instructor	Health Professions	5/15/2009	\$53,005	
Ms. Lori Carlson	F/C	Faculty	Instructor	Mathematics	5/15/2009	\$48,895	
Mr. Daniel Coyne	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$55,787	
Ms. Cynthia Daniles	F/B	Faculty	Instructor	Nursing	5/15/2009	\$45,639	
Ms. Christine Dennison	F/C	Faculty	Instructor	Marketing	5/15/2009	\$44,453	
Mr. John George	M/C	Faculty	Assistant Professor	School of Technology	5/15/2009	\$56,925	
Mr. Daryl Gross	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$41,400	
Ms. Jolien Helsel	F/C	Faculty	Assistant Professor	Economics	5/15/2009	\$51,768	
Mr. William Hrinko	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$55,890	
Mr. Edmund Ickert	M/C	Faculty	Instructor	CSIS	5/15/2009	\$50,962	
Ms. Jaietta Jackson	F/B	Faculty	Instructor	Communications	5/15/2009	\$40,626	
Ms. Madalyn Janosik	F/C	Faculty	Instructor	Nursing	5/15/2009	\$61,799	
Ms. Jill McCullough	F/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,117	
Ms. Colleen McLean	F/C	Faculty	Instructor	Envir. Sciences	5/15/2009	\$38,485	
Ms. Renee McManus	F/C	Faculty	Instructor	Nursing	5/15/2009	\$53,418	
Ms. Dorian Mermer	F/C	Faculty	Instructor	Communications	5/15/2009	\$40,626	
Ms. Kathleen Mumaw	F/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,042	
Ms. Barbara O'Connor	F/C	Faculty	Assistant Professor	Teacher Education	5/15/2009	\$50,972	
Ms. Cathy Parrot	F/C	Faculty	Assistant Professor	Physical Therapy	5/15/2009	\$82,538	
Mr. Thomas Pittman	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Mr. David Politzer	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$50,972	

**YOUNGSTOWN STATE UNIVERSITY**  
**PERSONNEL ACTIONS**  
**APRIL 1, 2009 - JUNE 30, 2009**

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
<b>SEPARATIONS:</b>							
Mr. Jack Reichert	M/C	Faculty	Instructor	Biological Sciences	5/15/2009	\$44,541	
Ms. Sueann Rendano	F/C	Faculty	Instructor	Nursing	5/15/2009	\$48,351	
Ms. Molly Roche	F/C	Faculty	Instructor	Nursing	5/15/2009	\$48,351	
Mr. Kurt Roscoe	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$56,925	
Mr. Guy Shebat	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Ms. Cynthia Shields	F/C	Faculty	Instructor	Nursing	5/15/2009	\$53,418	
Ms. Mary Shortreed	F/C	Faculty	Instructor	Nursing	5/15/2009	\$44,117	
Mr. Frank Sole	M/C	Faculty	Instructor	Management	5/15/2009	\$40,931	
Ms. Kathryn Tessmer	F/C	Faculty	Assistant Professor	HPES	5/15/2009	\$52,153	
Ms. Bonnie Thompson	F/C	Faculty	Instructor	Nursing	5/15/2009	\$44,117	
Ms. Cynthia Vigliotti	F/C	Faculty	Instructor	English	5/15/2009	\$39,685	
Mr. Michael Villano	M/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,117	
Ms. Donna Walsh	F/C	Faculty	Instructor	Marketing	5/15/2009	\$40,365	
Mr. Robert Wardle	M/C	Faculty	Instructor	Criminal Justice	5/15/2009	\$39,295	
Ms. Amy Weaver	F/C	Faculty	Instructor	Nursing	5/15/2009	\$45,639	
Ms. Karla Wyant	F/C	Faculty	Instructor	Social Work	5/15/2009	\$40,934	
Mr. Mark Zetts	M/C	Faculty	Instructor	Human Ecology	5/15/2009	\$52,332	
Mr. Larry Zielke	M/C	Faculty	Instructor	Management	5/15/2009	\$50,449	
<b>Non-Renewals:</b>							
Ms. Janice Chebra	F/C	Faculty	Assistant Professor	Human Ecology	5/15/2009	\$49,248	
Ms. Melva Huebert	F/C	Faculty	Assistant Professor	Dana	5/15/2009	\$50,389	
Mr. Mark Roberts	M/C	Faculty	Instructor	CSIS	5/15/2009	\$45,157	
Mr. Paul Rohrbaugh	M/C	Faculty	Instructor	Educ. Leadership	5/15/2009	\$40,193	
Ms. Carol Staten	F/B	Faculty	Instructor	Counseling	5/15/2009	\$37,184	
Mr. William Sterner	M/C	Faculty	Assistant Professor	Counseling	5/15/2009	\$49,248	

\*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.

**RESOLUTION TO MODIFY LEAVE WITHOUT PAY,  
EXEMPT PROFESSIONAL/ADMINISTRATIVE STAFF  
& DEPARTMENT CHAIRPERSONS POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Leave Without Pay, Exempt Professional/Administrative Staff & Department Chairpersons, policy number 7002.03 of the *University Guidebook*, shown as Exhibit L attached hereto, and does hereby rescind the former corresponding policy number 7002.03. A copy of the policy indicating changes to be made is also attached.

**UNIVERSITY GUIDEBOOK**

Title of Policy: **Leave Without Pay, Exempt Professional/Administrative Staff & Department Chairpersons**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* March 1998; August 2009

Resolution Number(s): YR 1998-16/57; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: August 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:**

- Employee must be in professional/administrative status and exempted from collective bargaining. Employees covered by collective bargaining should refer to their respective labor agreement.
- Chairpersons of academic departments are covered by this policy.
- Individuals may be granted Leave Without Pay, for periods ranging from one week to one year, to secure additional formal education or training, or other appropriate professional experience, when such training or experience will serve to enhance the individual's contribution to the University. Arrangements acceptable to the division head must be made to cover the employee's duties during the period of absence.
- Upon approval by the appropriate division head, individuals may be granted Leave Without Pay for personal reasons for a period of up to one year, when the individual's services can be spared.

- Employees on Leave Without Pay shall have the option of maintaining the University's group insurance benefits by paying the university group rate for the coverage in effect at the time of the leave.

**Procedures:**

1. Exempted Professional/Administrative staff and/or department chairperson considering a leave without pay should first discuss their interests with their immediate superior. This preliminary discussion should include reasons for the leave, length of the leave, anticipated workload during the course of the leave, and potential methods of redistributing the workload.
2. If there is agreement that the leave might be pursued, the supervisor will alert the appropriate administrative and/or executive officer to that possibility.
3. A formal request for Leave Without Pay shall be submitted in writing to the individual's supervisor as far in advance as possible. This written request should specify the reason for the leave, the anticipated duration of the leave, and a suggested method of redistributing the workload.
4. If the supervisor supports the request for a leave, an endorsed copy of the request is forwarded. This process continues until the request, with appropriate endorsements, is forwarded to the executive officer of the division in which the individual is employed.
5. Final approval for granting requests of Leave Without Pay is the responsibility of the executive officer of the division in which the individual is employed.
6. Once a Leave Without Pay request has been approved it is forwarded to the Executive Director of Human Resources for implementation.



**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Leave Without Pay, Exempt Professional/Administrative Staff  
& Department Chairpersons**

Developed by: <u>Jean R. Wainio</u>	Authorized by: <u>G. L. Mears</u>
Title: <u>Interim Director</u> <u>Human Resources</u>	Title: <u>Executive Vice President</u>
Date: <u>March, 1998</u>	Date: <u>June, 1998</u>
Revised: <u>August 2009</u>	EFFECTIVE: <u>June 26, 1998</u> <u>September 2009</u>

**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 - 16/57 YR 2010 -

**Parameters:**

- Employee must be in professional/administrative status and exempted from collective bargaining. Employees covered by collective bargaining should refer to their respective labor agreement.
- Chairpersons of academic departments are covered by this policy.
- Individuals may be granted Leave Without Pay, for periods ranging from one week to one year, to secure additional formal education or training, or other appropriate professional experience, when such training or experience will serve to enhance the individual's contribution to the University. ~~Suitable arrangements~~ Arrangements acceptable to the division head must be made to cover the employee's duties during the period of absence.
- ~~Individuals~~ Upon approval by the appropriate division head, individuals may be granted Leave Without Pay for personal reasons for a period of up to one year, when the individual's services can be spared.
- Employees on Leave Without Pay shall have the option of maintaining the University's group insurance benefits by paying the university group rate for the coverage in effect at the time of the leave.

**Procedures:**

1. Exempted Professional/Administrative staff and/or department chairperson considering a leave without pay should first discuss their interests with their immediate superior. This preliminary discussion should include reasons for the leave, length of the leave, anticipated workload during the course of the leave, and potential methods of redistributing the workload.
2. If there is agreement that the leave might be pursued, the supervisor will alert the appropriate administrative and/or executive officer to that possibility.
3. A formal request for Leave Without Pay shall be submitted in writing to the individual's supervisor in as far in advance as possible. This written request should specify the reason for the leave, the anticipated duration of the leave, and a suggested method of redistributing the workload.
4. If the supervisor supports the request for a leave, an endorsed copy of the request is forwarded. This process continues until the request, with appropriate endorsements, is forwarded to the ~~Provost or Vice President~~ executive officer of the division in which the individual is employed.
5. Final approval for granting requests of Leave Without Pay is the responsibility of the ~~Provost or Vice President~~ executive officer of the division in which the individual is employed.
6. Once a Leave Without Pay request has been approved it is forwarded to the Executive Director of Human Resources for implementation.

**RESOLUTION TO MODIFY STAFF DEVELOPMENT LEAVE,  
EXEMPTED PROFESSIONAL/ADMINISTRATIVE STAFF POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Staff Development Leave, Exempted Professional/Administrative Staff, policy number 7002.06 of the *University Guidebook*, shown as Exhibit M attached hereto, and does hereby rescind the former corresponding policy number 7002.06. A copy of the policy indicating changes to be made is also attached.

**UNIVERSITY GUIDEBOOK**

**Title of Policy: Staff Development Leave, Exempted  
Professional/Administrative Staff**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* October 1998; July 2009

Resolution Number(s): YR 1998-16/1999-30; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: July 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:** Staff Development Leaves offer members of the exempted Professional/Administrative staff opportunities for professional growth and development that are related to the individual's position at the University and serve to enhance the recipient's professional contributions to the University. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- Full-time exempted professional/administrative staff may be granted a staff development leave for a period of up to three months. The leave may be extended, if it is determined by the executive officer to whom the individual reports to be in the best interest of the University. Leave recipients remain in full-pay and benefits status while on leave.
- The University may grant up to two staff development leaves each year to the exempted professional/administrative staff.

**Agenda Item F.4.c.  
Exhibit M**

- A leave recipient is required to return to the University for a minimum of one-year following completion of the leave.
- Employees covered by collective bargaining should refer to their respective labor agreement.
- Academic Department Chairpersons should refer to policy 1008.01, Sabbatical Leave for Department Chairpersons.

**Procedures:**

1. Each January notice of the availability of staff development leaves will be communicated to exempt professional/administrative staff.
2. Applicants for staff development leave must submit a request in writing to the supervisor for review by the submission deadline date.
3. The supervisor will forward a recommendation to accept or reject the request to the executive officer to whom the individual reports.
4. The executive officers will consult to identify the one or two requests that will be granted for the year, and will forward the recommendation(s) to the Office of Human Resources.
5. All applicants will be notified regarding their application.
6. Within sixty days after completion of the leave, the employee shall submit a written report of the leave activities to the appropriate executive officer.
7. Annually the Internal Affairs Committee of the Board of Trustees will be provided a report of all staff development leaves granted.

***REDLINE VERSION***  
**UNIVERSITY GUIDEBOOK**

**Subject: Staff Development Leave, Exempted Professional/  
Administrative Staff**

Developed by: <u>Human Resources</u> <del>Jean R. Wainio</del>	Authorized by: <u>Eugene Grilli</u> <del>G. L. Mears</del>
Title: <u>Interim Executive Director</u>	Title: <u>Executive Vice President</u> <u>Finance &amp; Administration</u>
<u>Human Resources</u>	<b>EFFECTIVE: <u>Sept 2009</u> <del>12-11-98</del></b>
Date: October, 1998	
Revised: <u>July-August 26, 2009</u> <del>2009</del>	

**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 - 30 YR 2010 -

**Scope:** Staff Development Leaves offer members of the exempted Professional/Administrative staff opportunities for ~~with~~ professional growth and development ~~opportunities~~ that are related to the individual's position at the University and serve to enhance the recipient's professional contributions to the University. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- ~~Full-time exempted professional/administrative staff may be granted a staff development leave for a period of up to three months. The leave may be extended, if it is determined by the Provost executive officer to whom the individual reports. ~~or appropriate Vice President~~ to be in the best interest of the University.~~
- Leave recipients remain in full-pay and benefits status while on leave.
- The University may grant up to two staff development leaves each year to the exempted professional/administrative staff.
- A leave recipient is required to return to the University for a minimum of one-year following completion of the leave.

- Employees covered by collective bargaining should refer to their respective labor agreement.

NUMBER  
**7002.06**

PAGE 2 of 2

- Academic Department Chairpersons should refer to policy 1008.01, Sabbatical Leave for Department Chairpersons.

**Procedures:**

1. Each January notice of the availability of staff development leaves will be communicated to exempt professional/administrative staff.
2. Applicants for staff development leave must submit a request in writing to the supervisor for review by the submission deadline date.
3. The supervisor will forward a recommendation to accept or reject the request to the Provost or appropriate Vice President executive officer to whom the individual reports.
4. The Provost and Vice Presidents executive officers will consult to identify the one or two requests that will be granted for the year, and will forward the recommendation(s) to the Office of Human Resources.
5. All applicants will be notified regarding their application.
6. Within sixty days after completion of the leave, the employee shall submit a written report of the leave activities to the Provost or appropriate Vice President executive officer.
7. Annually the Internal Affairs Committee of the Board of Trustees will be provided a report of all staff development leaves granted.

**RESOLUTION TO MODIFY  
CLASSIFIED CIVIL SERVICE EMPLOYEES POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Classified Civil Service Employees, policy number 7021.01 of the *University Guidebook*, shown as Exhibit N attached hereto, and does hereby rescind the former corresponding policy number 7021.01. A copy of the policy indicating changes to be made is also attached.



**UNIVERSITY GUIDEBOOK**

Title of Policy: **Classified Civil Service Employees**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* February 1999; August 2009

Resolution Number(s): YR 1999-113; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

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

**Parameters:**

- Under the provisions of Ohio law, employees of Youngstown State University, except students, faculty, and professional/administrative staff, are appointed under the state classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the Vice President for Finance/Administration to the Executive Director of Human Resources.

**Procedures:**

1. Recruitment to fill classified positions must be authorized by the Executive Director of Human Resources. Recruitment activities must conform to the Affirmative Action procedures (2001.02).
2. Classified staff are employed in full-time, permanent part-time, temporary, emergency, or intermittent capacities.
3. The executive officers authorize the filling of positions in the divisions.

4. The Executive Director of Human Resources extends the official offer of employment upon the recommendation of the department chairperson or unit director with the concurrence of the executive officer.
5. Types of appointments and terms and conditions of employment of classified civil service staff, not exempt from collective bargaining, are outlined in the *Agreement between the University and the Youngstown State University Chapter of the Association of Classified Employees* or the *Agreement between Youngstown State University and the YSU Law Enforcement Employees* (represented by Fraternal Order of Police).

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Classified Civil Service Employees**

Developed by: <u>Jean R. Wainio</u>	Authorized by: <u>G. L. Mears</u>
Title: <u>Interim Executive Director</u> Human Resources	Title: <u>Vice President Finance &amp; Admin</u> <b>EFFECTIVE: <u>June 11, 1999</u> <u>Sept 2009</u></b>
Date: <u>February, 1999</u>	
Revised: <u>August 2009</u>	

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

RESOLUTION NUMBER: YR 1999 – 113 YR 2010 -

**Parameters:**

- Under the provisions of Ohio law, employees of Youngstown State University, except students, faculty, and professional/administrative staff, are appointed under the state classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the Executive Vice President for Finance/Administration to the Chief Human Resources officer. Executive Director of Human Resources.

**Procedures:**

1. Recruitment to fill classified positions must be authorized by the Executive Director of Human Resources. Recruitment activities must conform to the Affirmative Action procedures (2001.02).
2. Classified staff are employed in full-time, permanent part-time, temporary, emergency, or intermittent capacities.
3. The Provost or executive officers authorizes the filling of positions in the divisions.
4. The Executive Director of Human Resources extends the official offer of employment upon the recommendation of the department chairperson or unit director with the concurrence of the Provost or executive officer.

5. Types of appointments and terms and conditions of employment of classified civil service staff, not exempt from collective bargaining, are outlined in the *Agreement between the University and the Youngstown State University Chapter of the Association of Classified Employees* or the *Agreement between Youngstown State University and the YSU Law Enforcement Employees* (represented by Fraternal Order of Police).

**RESOLUTION TO MODIFY  
CONDUCT ON CAMPUS/PERSONA NON GRATA POLICY**

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

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Conduct on Campus/Persona Non Grata, policy number 7022.01 of the *University Guidebook*, shown as Exhibit O attached hereto, and does hereby rescind the former corresponding policy number 7022.01. A copy of the policy indicating changes to be made is also attached.

## UNIVERSITY GUIDEBOOK

Title of policy: **Conduct on Campus/Persona Non Grata**

Responsible Division(s): Finance and Administration; Student Affairs

Approving Officer(s): Vice President/Finance and Administration  
Vice President/Student Affairs

*Revision History:* June 1999; September 2009

Resolution Number(s): YR 2000-25; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: September 2012

**Policy:** To maintain an effective learning, living, and working environment, it is essential that all employees, students, and visitors conduct themselves in a courteous, responsible, and law-abiding manner.

**Definitions** for purposes of this policy:

Employee - Any person on active employment status at the University.

Student - Any person currently registered for classes.

Visitor - Any person who is not a student nor an employee

Persona Non Grata: A person who has exhibited behavior that has been deemed detrimental to the university community and who is thus no longer permitted to be present on university property.

Detrimental Behavior: "Behavior that has been deemed detrimental to the University community" includes but is not limited to:

1. Obstruction or disruption of teaching, research, administration, disciplinary proceedings, or other official University activities.
2. Obstruction of the free-flow of pedestrian or vehicle traffic.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.
4. Unauthorized entry to, or use of, the building and grounds of the University.
5. Failure to comply with directions of University officials, YSU Police, or other law enforcement officers acting in performance of their duties, and failure to identify one's self to these persons when requested to do so.
6. Unauthorized use, possession, or distribution of narcotic or illegal drugs or alcoholic beverages.
7. Illegal or unauthorized possession or use of firearms, explosives, other weapons, dangerous chemicals, or fire extinguishers.
8. Theft of, or damage to, property of the University, a member of the University community, or a campus visitor.
9. Disorderly conduct; breach of the peace; aiding, abetting, or procuring another to breach the peace; or lewd, indecent, or obscene conduct or expression.
10. Any act of violence such as arson, assault, and/or homicide.
11. Violation of other University regulations and applicable city, state, or federal laws.

**Parameters:**

- These regulations are in no way intended to limit or restrict the Constitutional guarantees of freedom of speech and peaceful assembly.
- These regulations are designed to comply with the mandates of Section 3345.21 of the *Ohio Revised Code*.
- Violators of these regulations may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline which may include suspension or expulsion if a student, or suspension or termination if an employee and/or designation as persona non grata. When applicable, disciplinary action shall be conducted in accordance with Sections 3345.22 and 3345.23 of the *Ohio Revised Code*.

- YSU Police may be called upon to assist in the enforcement of these regulations and other regulations designed to preserve good order on the campus and to prevent disruption of the educational functions of the University.
- If necessary, the President, or designee, may seek the assistance of other appropriate law enforcement agencies.
- Violations of this policy by students are subject to procedures found in the *Code of Student Rights, Responsibilities, and Conduct (The Code)*.
- Employees covered by collective bargaining should refer to their respective agreement for additional information.
- The following Board policies address other forms of misconduct that may result in penalties in addition to those covered in this policy:
  - Board Policy 1013.01—Research, Grants, and Sponsored Programs
  - Board Policy 1014.01—Integrity in Research - Use of Human Participants
  - Board Policy 1015.01—Integrity in Research - Use and Care of Animals
  - Board Policy 1016.01—Scientific Misconduct
  - Board Policy 1017.01—Objectivity in Research - Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research
  - Board Policy 2002.01—Equal Opportunity Discrimination Complaint Procedures
  - Board Policy 2003.01—Discrimination/Harassment
  - Board Policy 4009.01—Use of University Computing Resources
  - Board Policy 9006.01—Professional Conduct of Faculty, Department Chairs, and Professional/Administrative Employees.

### **Procedures:**

The following procedures apply to those situations in which an individual's behavior may result in determination of persona non grata status.

1. **Notice** – An individual accused of behavior detrimental to the University community shall be served with notice that such behavior is not acceptable and may result in a determination of persona non grata status.
  - a. The warning notice shall contain:
    - Name and last known address of the individual
    - The date, time and location of a hearing before a hearing panel along with the date by which the individual must contact the University General Counsel to confirm attendance at the hearing.



- A statement that failure to confirm attendance with the University General Counsel within the specified time limit may result in a determination as to persona non grata status being made without the accused individual being present.
  - A statement that the individual is on temporary persona non grata status at the University until the date and time, and pending the outcome, of the hearing referenced above.
- b. The notice may be issued only by the University President, or Vice Presidents. All notices must be reviewed by the University General Counsel before they are sent or delivered.
2. **Hearing:** A hearing will be held at the time, date, and location specified in the warning notice. All hearings will be held in private. The hearing panel will be comprised of three individuals. At the hearing the individual accused of behavior detrimental to the university will be presented with the evidence against him/her and be the opportunity to respond. The accused individual may be accompanied by another individual who may serve in an advisory capacity.
3. **Finding and Notification:** Written notification of the finding of the hearing panel shall occur within five business days of the hearing. If the finding is that the individual is deemed to be persona non grata, the notification will indicate whether the time period is specified or permanent.
4. The restrictions imposed by persona non grata status shall take effect upon receipt of the notification.
5. The University police are to be informed and are authorized to enforce the sanction of persona non grata. Others will be informed as appropriate.
6. Any person determined to be a persona non grata who violates the sanction imposed shall be deemed a trespasser and prosecuted accordingly.
7. **Review:**
- a. A written request for review may be made to the President or his/her designee at any time after a determination of persona non grata status.
  - b. The review shall be limited to an examination of procedural errors which may have occurred in the process or an examination of new evidence which became available after the finding.
  - c. The persona non grata status shall remain in effect pending the decision on the review.
  - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
  - e. The decision shall be final.

## UNIVERSITY GUIDEBOOK

### Subject: Conduct on Campus/Persona Non Grata

Developed by: Jean R. Wainio	Authorized by: G. L. Mears
Title: Interim Executive Director	Title: Executive Vice President
Human Resources	EFFECTIVE: September 10, 1999
Date: June, 1999	September 25, 2009

**Policy:** To maintain an effective learning, living, and working environment, it is essential that all employees, students, and visitors conduct themselves in a courteous, responsible, and law-abiding manner.

Definitions for purposes of this policy:

Employee-Any person on active employment status at the University.

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~~In achieving this goal, the following behaviors are prohibited on property owned or controlled by the University:~~

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3. ~~Physical or verbal abuse or conduct which threatens or endangers the health or safety of any person.~~ Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.

4. Unauthorized entry to, or use of, the building and grounds of the University.
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10. Any acts of violence such as arson, assault, and/or homicide, ~~intimidation, etc.~~
11. Violation of other University regulations and applicable city, state, or federal laws.

RESOLUTION NUMBER: YR 2000 - 25

**Parameters:**

- These regulations are in no way intended to limit or restrict the Constitutional guarantees of freedom of speech and peaceful assembly.
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- Violations ~~to~~ of this policy by students are subject to procedures found ~~Additional regulations applicable to students may be found in the~~ *Code of Student Rights, Responsibilities, and Conduct (The Code)*.
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    - c. The persona non grata status shall remain in effect pending the decision on the review.
    - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
    - e. The decision shall be final.

# Enrollment Report

Academic and Student Affairs Committee

September 10, 2009

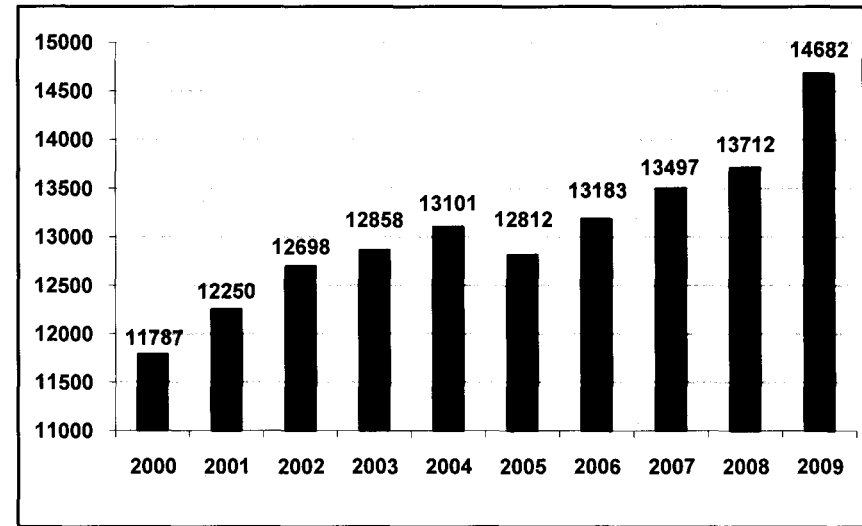
# Enrollment Trend By Component

<b>Enrollment Component</b>	<b>Fall 00</b>	<b>Fall 01</b>	<b>Fall 02</b>	<b>Fall 03</b>	<b>Fall 04</b>	<b>Fall 05</b>	<b>Fall 06</b>	<b>Fall 07</b>	<b>Fall 08</b>	<b>Fall 09</b>
Returning Undergraduates	7548	7770	8199	8415	8419	8523	8533	8857	8875	9297
Previous Spring HS Grads--Mahoning, Trumbull, Columbiana Counties	1291	1296	1179	1239	1246	1218	1305	1295	1353	1340
Returning Graduate Students	842	827	907	914	928	809	814	869	956	930
Incoming Undergrad Transfers	561	534	513	541	609	573	613	637	578	690
Incoming Undergrad Formers	460	608	528	502	490	422	494	490	557	635
First Time Students--Prior Year HS Grad, e.g. Non-Traditional	322	349	428	423	418	410	491	455	458	753
Previous Spring HS Grads--Outside Mahoning, Trumbull, Columbiana Counties	321	354	374	353	363	412	420	410	453	528
Incoming Graduate Students(Domestic)	303	367	396	320	343	282	344	335	315	342
Incoming Concurrent HS Students e.g. SB140	57	52	85	70	105	85	77	89	79	84
Incoming Undergraduate International Students	36	44	30	27	34	24	31	28	34	32
Incoming Graduate International Students	23	20	20	26	33	23	34	18	29	26
Transient and Non-Matriculated	23	29	39	28	41	31	27	14	25	25
<b>Total</b>	<b>11787</b>	<b>12250</b>	<b>12698</b>	<b>12858</b>	<b>13101</b>	<b>12812</b>	<b>13183</b>	<b>13497</b>	<b>13712</b>	<b>14682</b>

# Fall Enrollment, 2000-2009

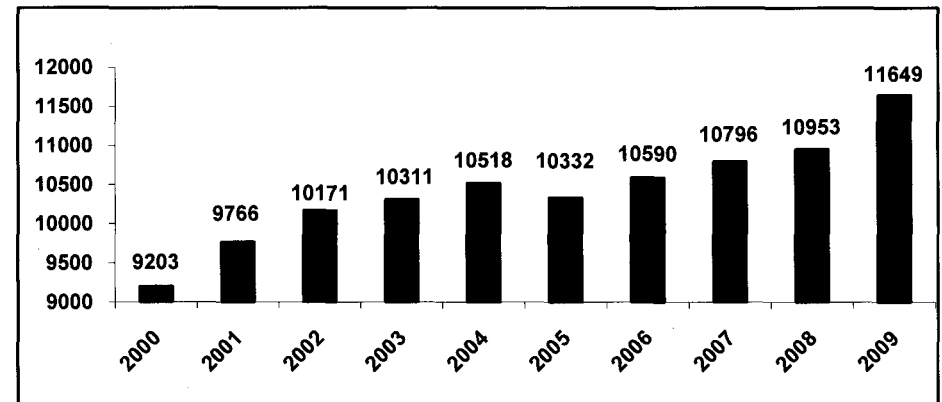
## Headcount

- 7.1% increase over Fall 2008
- 2900 more students since Fall 2000
- 24.5% increases since Fall 2000



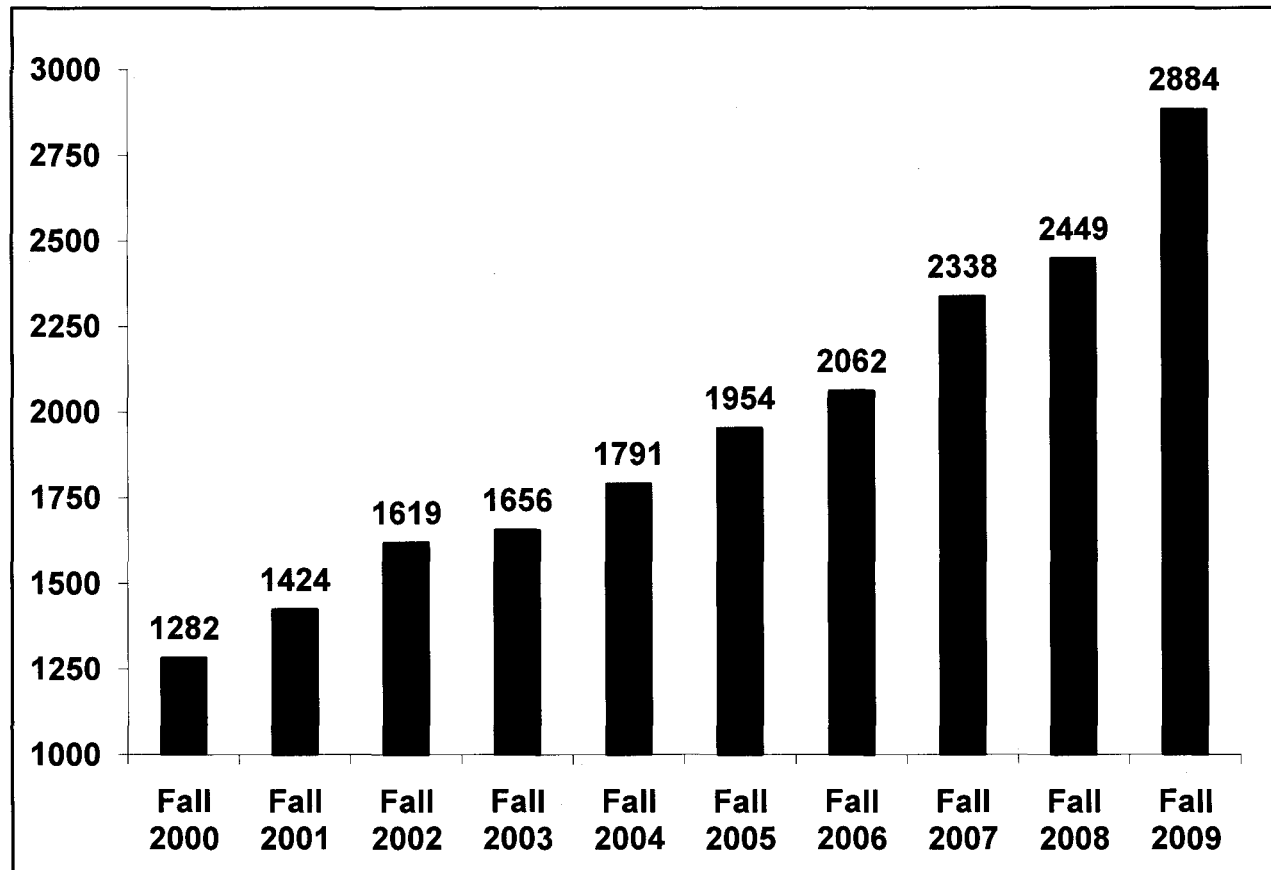
## Full Time Equivalent(FTE)

- 6.35% increase over Fall 2008
- 2446 more FTE since Fall 2000
- 26.5% increase since Fall 2000





# Minority Headcount Enrollment, 2000-2009



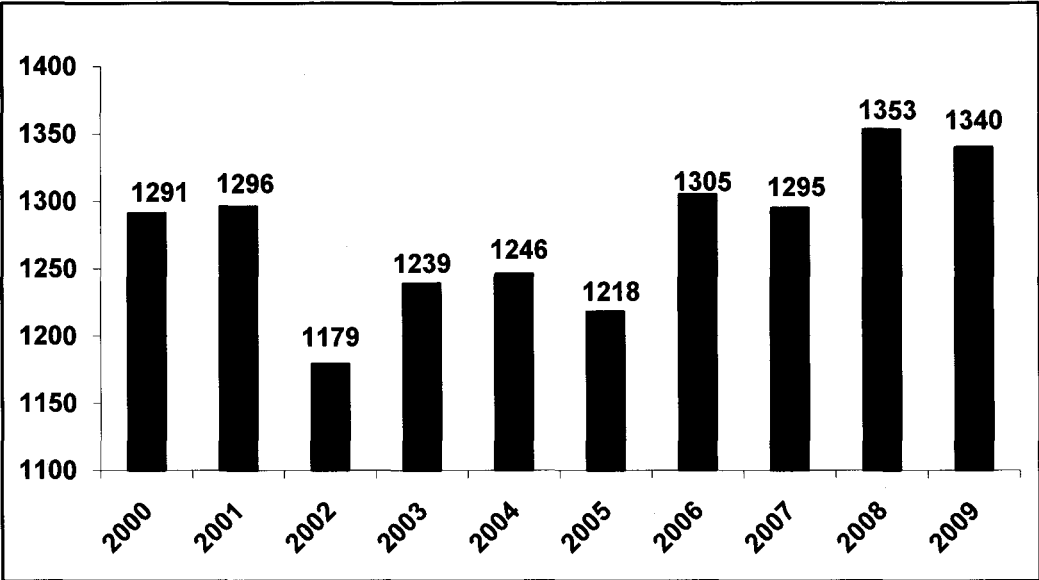
- 17.8% increase over Fall 2008
- 1600 more students since Fall 2000
- 125% increase since Fall 2000

# Primary Sources of Enrollment Growth (790 Student Increase)

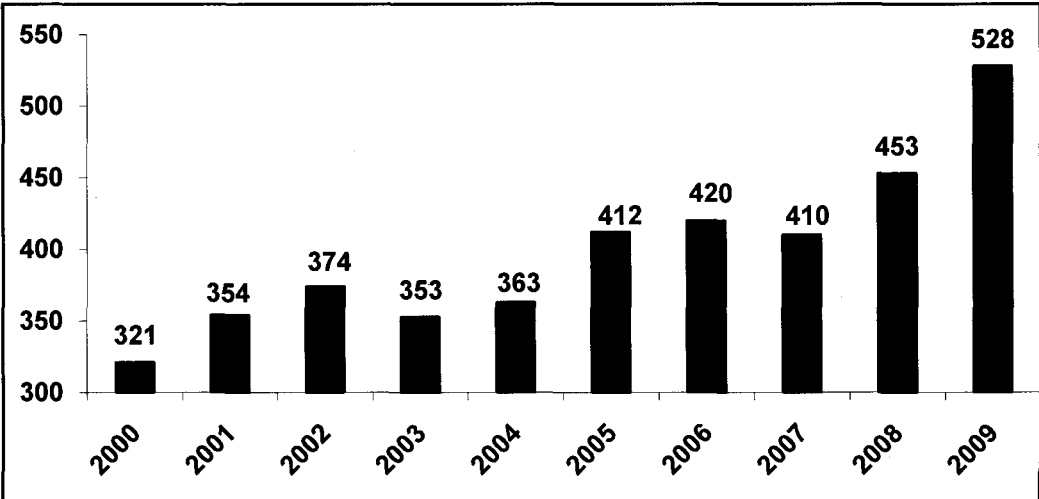
Enrollment Category	Increase	% of Growth
Returning Undergraduates	422	43.5%
First Time Students, Non Spring 2009 HS Graduates	295	30.4%
Undergraduate Transfers	112	11.5%
Undergraduate Formers	78	8.0%
Spring 2009 HS Graduates, Outside Mahoning, Trumbull, Columbiana Counties	75	7.7%

# Previous Spring HS Grads, Fall 2000-2009

**Mahoning, Trumbull,  
Columbiana Counties**



**Outside Three  
County Area**



# Western Pennsylvania Enrollment

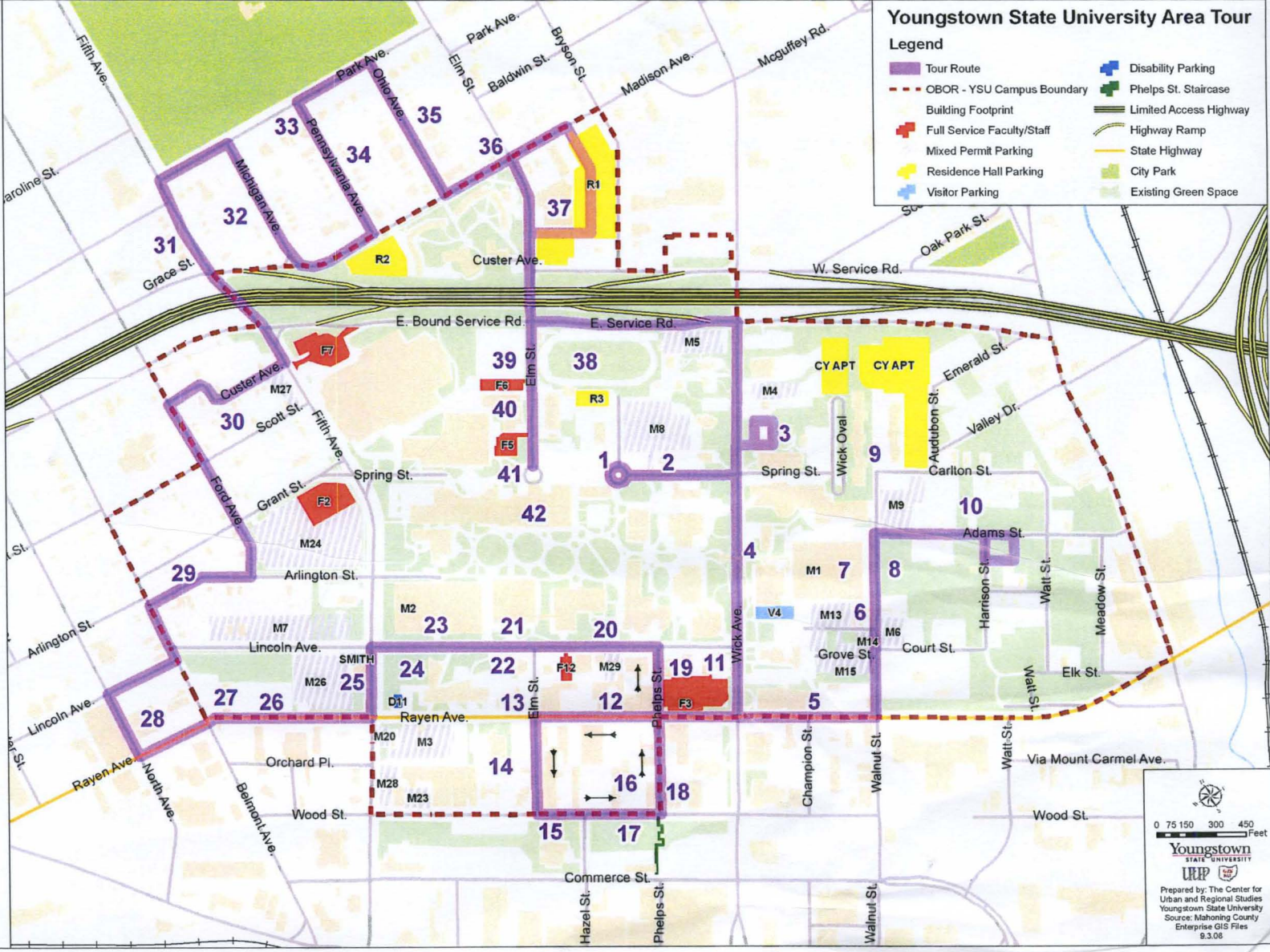
# Enrollment Impact on FY2010 Budget

- FY2010 Budgeted FTE Enrollment 10,953
- Fall 2009 FTE 11,649
- Increase over FY 2010 Budgeted FTE 696 (6.35%)

<b>Estimated Enrollment Based Revenue Growth</b>	
Tuition and Fees	\$5.275 Million

<b>Estimated Enrollment Based Expenses</b>	
ACE Enrollment Incentive (\$750 for first 1%; \$375 for each additional 0.5% )	\$1.8 Million ( \$4500 per FTE Employee)
Additional Part Time Instruction	\$220,000
Student Financial Aid	TBD

1. Sweeney Welcome Center
2. East Gateway/M-8& M-18 Lots
3. Wick Pollock/Peck Schaffer House/Melnick Building
4. Wick Avenue Enhancements and Pedestrian Bridge
5. Smoky Hollow: Public Library Expansion
6. MVR Restaurant/M-6 Lot
7. M-1 Garage
8. Smoky Hollow: Harrison Field Redevelopment
9. University Courtyards
10. Smoky Hollow: Property Acquisition
11. New Beginnings Church and F-3 Lot
12. Hazel Extension: Grenga property and Garfield Building
13. Rayen Avenue Enhancements and Parking Acquisition
14. Diocese of Youngstown: Parking Lots
15. Steel Museum & Hazel Extension
16. Williamson College of Business Administration & Phelps Walkway
17. Parking Acquisition: WR& L
18. Parking Acquisition: City Printing/James & Weaver
19. Williamson Classroom Building renovation
20. Hazel Extension/Moser Hall/STEM College site (study)
21. Cushwa Hall
22. Sacherman House
23. M-2 Deck
24. Beeghly Parking Lot
25. Fifth Avenue Enhancements
26. Carpenters Hall
27. Charlie Staples Expansion
28. Eli Property
29. West Campus Parking Lot Acquisition
30. Harrison Field/Tennis Court Relocation
31. Stambaugh Auditorium/Place Properties
32. Michigan Avenue apartments (private)
33. Pennsylvania Avenue apartments (private)
34. North Side Citizen's Coalition property
35. Ohio Avenue apartments (private)
36. Madison & Elm Town Center
37. Marchionda Development (private)
38. WATT Site (study)
39. WATT Site/Parking Lot (study)
40. Fedor Hall: Early College & Rich Center
41. North Gateway/University Plaza (design)
42. Kilcawley Student Center and Kilcawley House (study)







# ***Kilcawley Renovation***

Preliminary Proposal



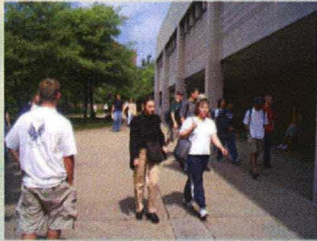
# *Kilcawley Center*



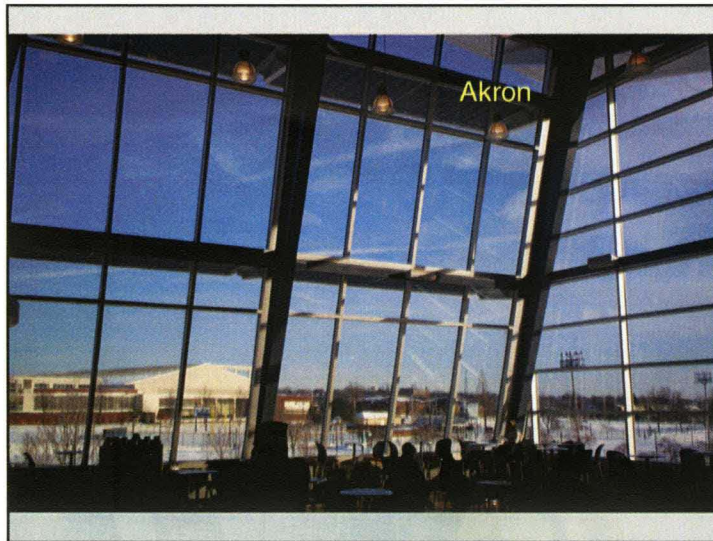
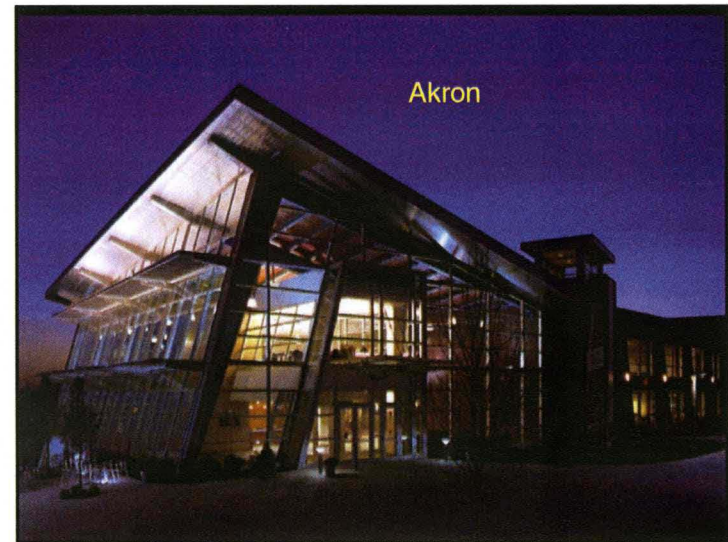
Our student center no longer compares favorably with our competitors.  
A renovation is needed to restore Kilcawley to an attractive facility  
that facilitates the recruitment and retention of students.



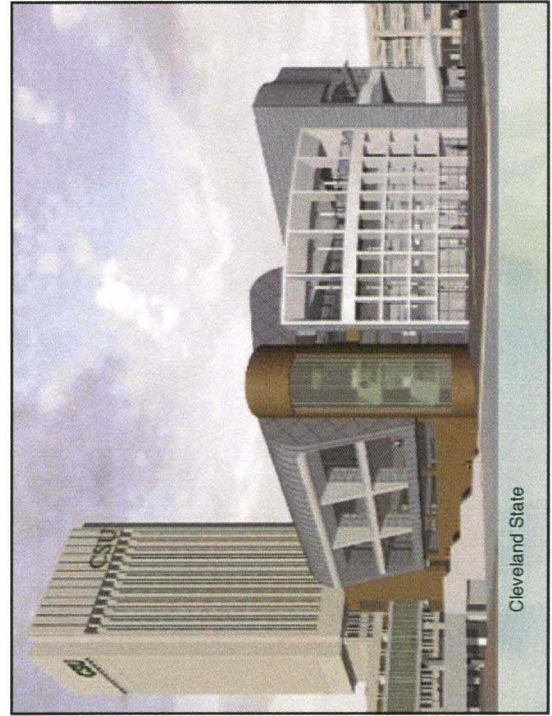
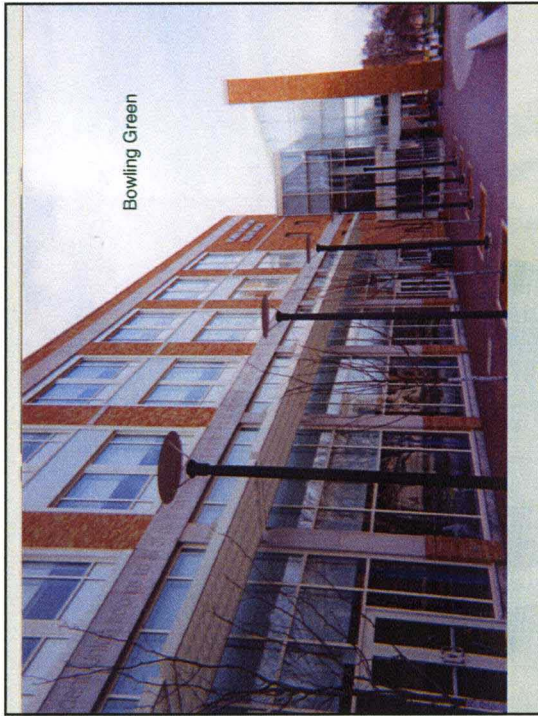
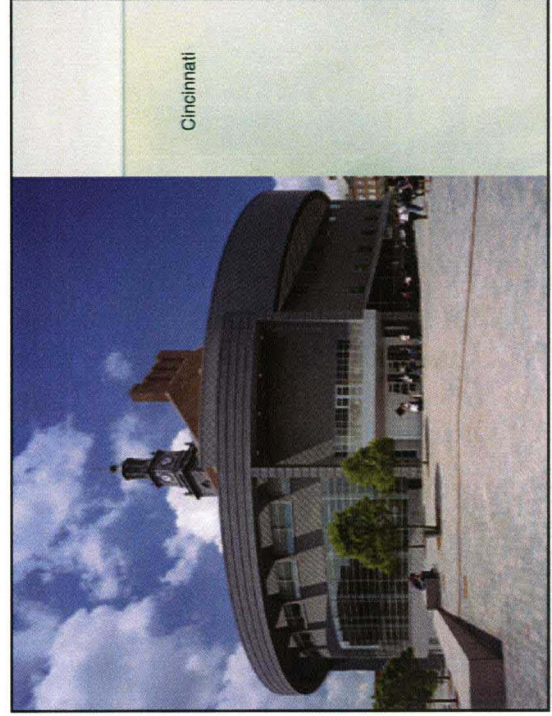
### Kilcawley Center vs. Competition



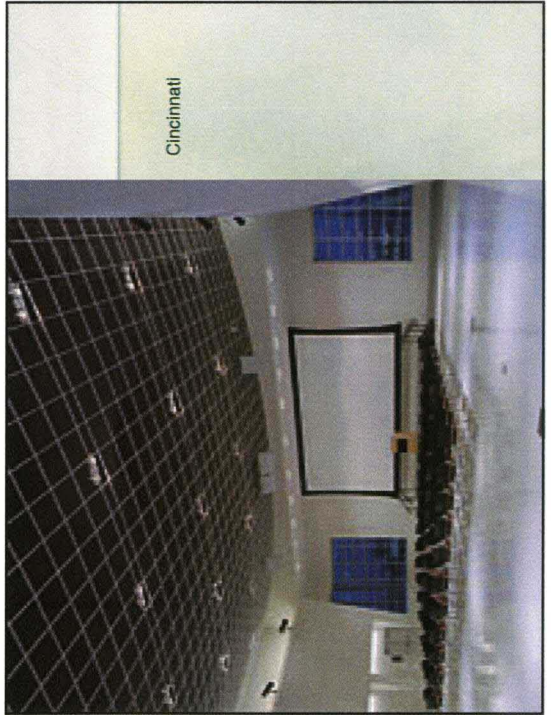
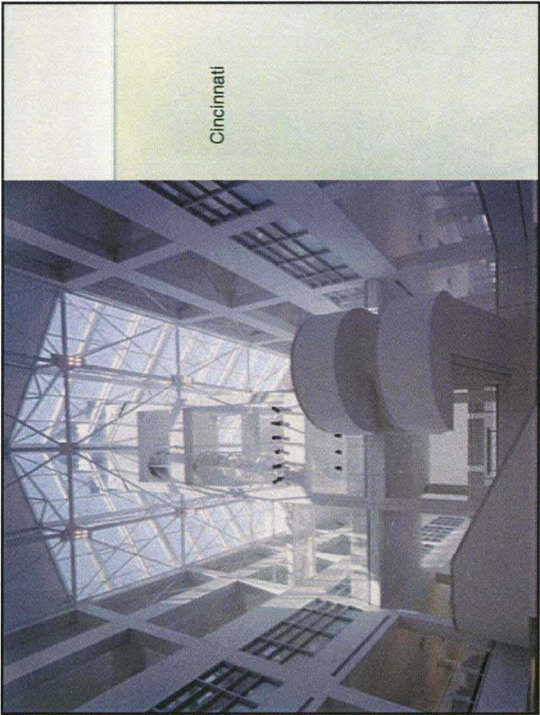
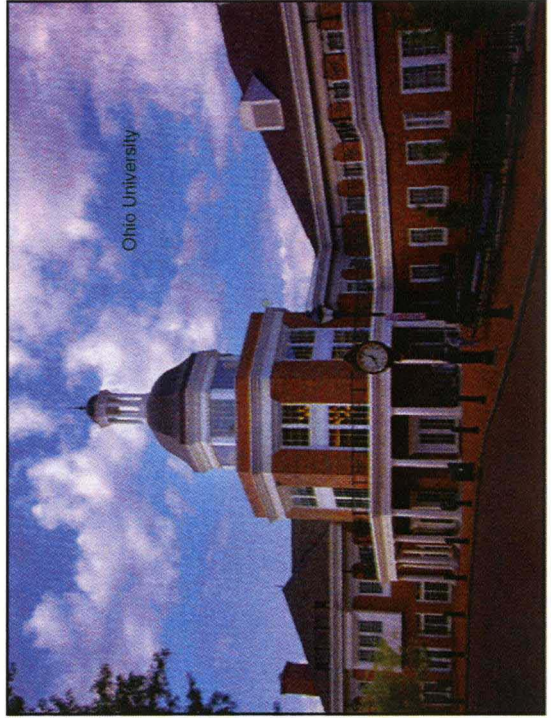
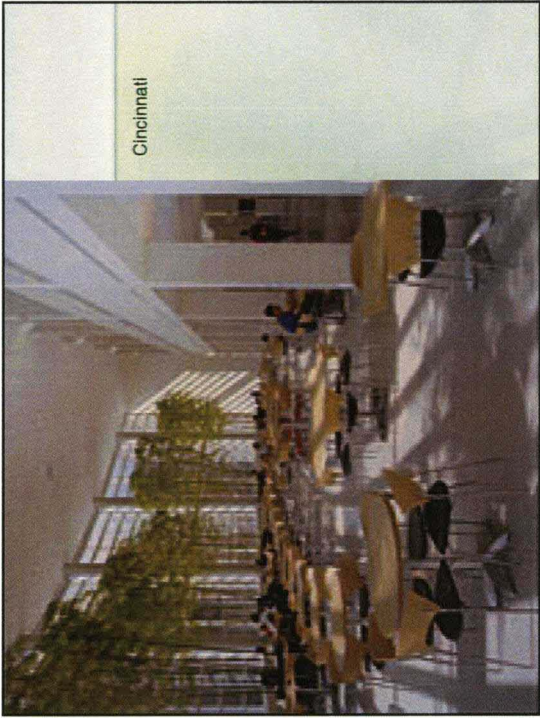
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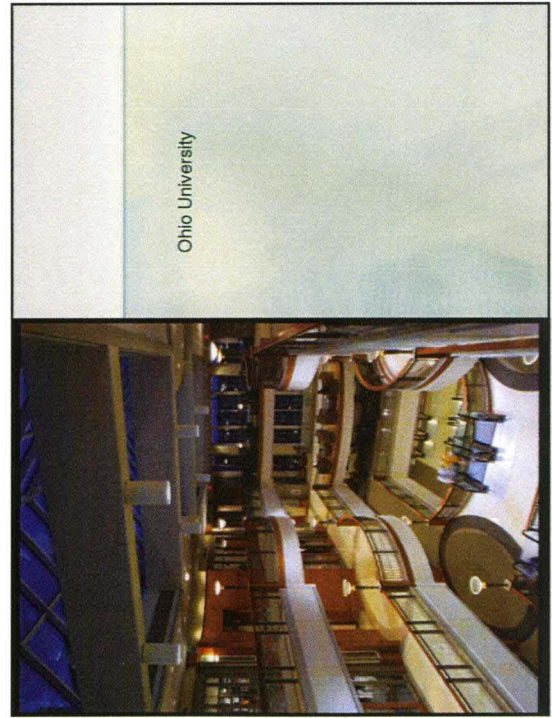
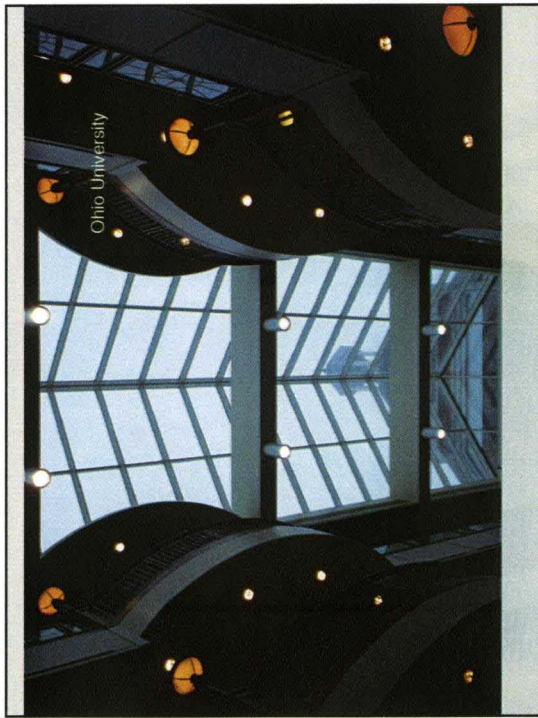
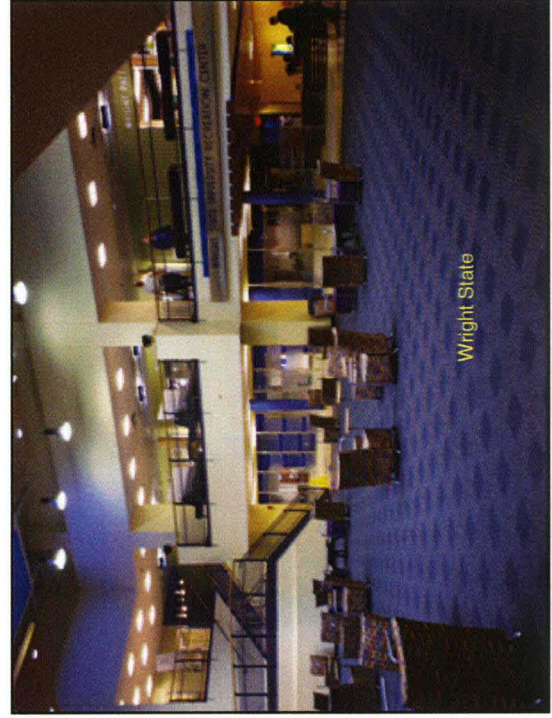
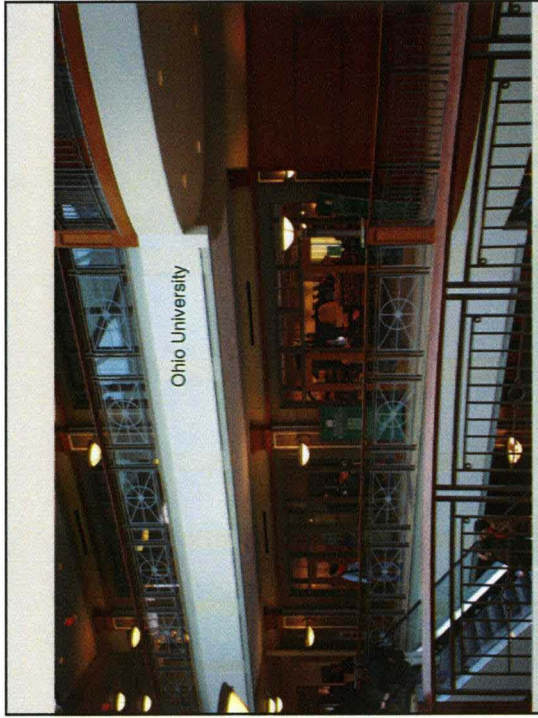
















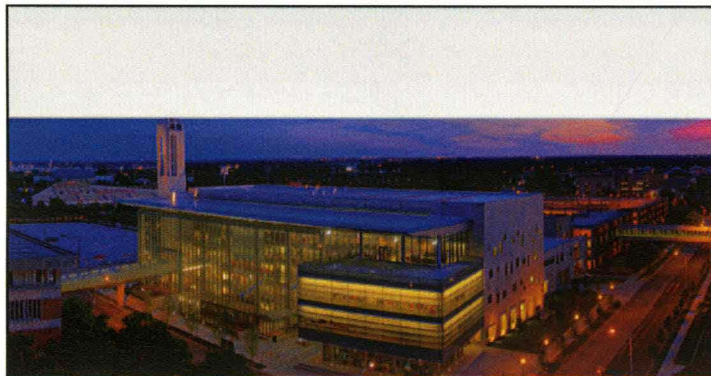
Wright State



**NEW UNIVERSITY CENTER COMING 2010**

The SSU University Center will double in size as a result of the \$15 million expansion and renovation project currently underway. The largest facilities investment in the University's history, the University Center is slated for completion January 2010.

Improving and expanding the current University Center is a priority of everyone at Shawnee State, especially students. With enrollment increasing, students voted to invest in their "home away from home" by increasing student fees to help pay for the center. As "part owners," students have been involved in the planning and design of the new University Center and the final product reflects what is needed and wanted most by the more than 3900 students at Shawnee.

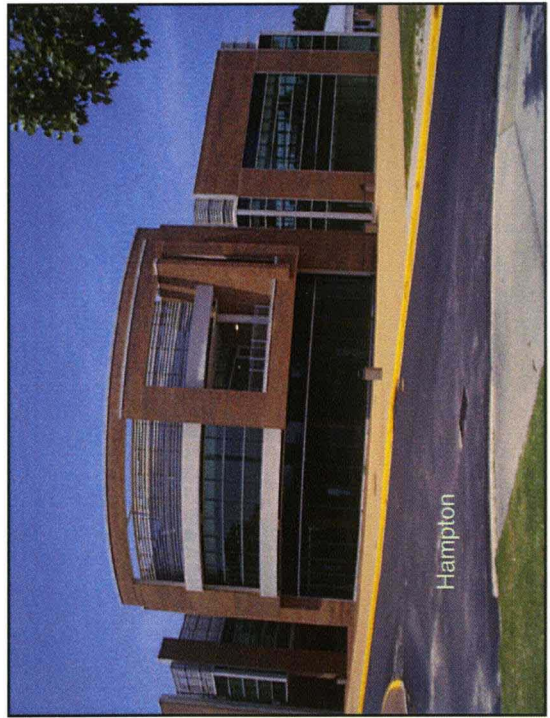
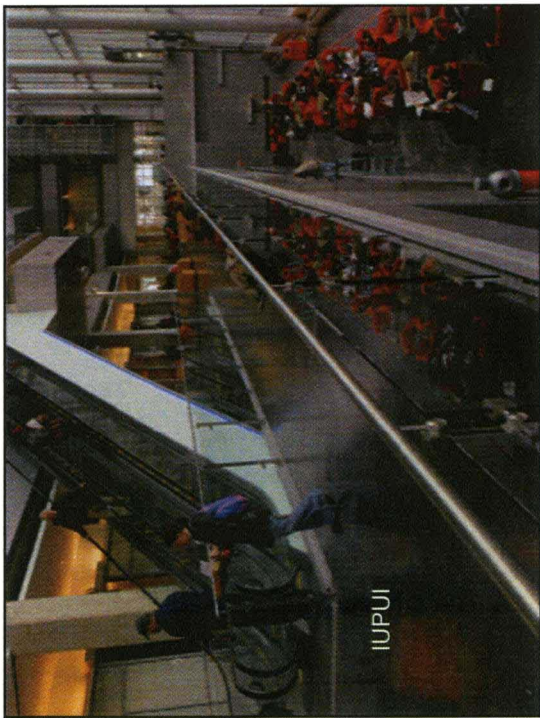
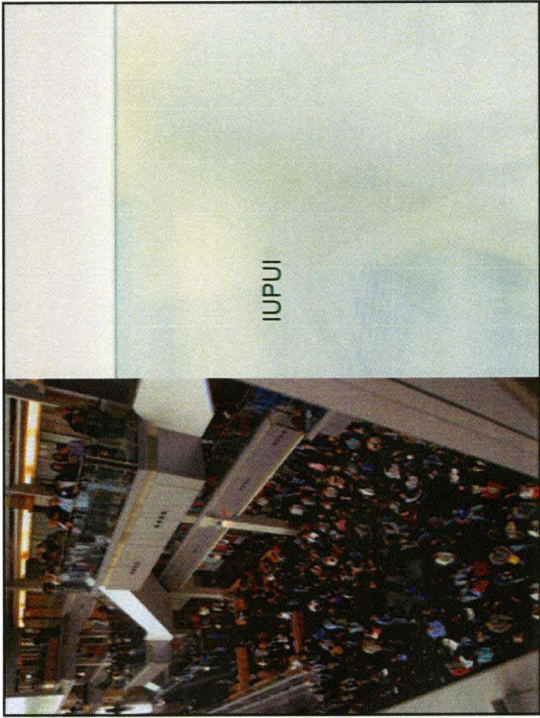


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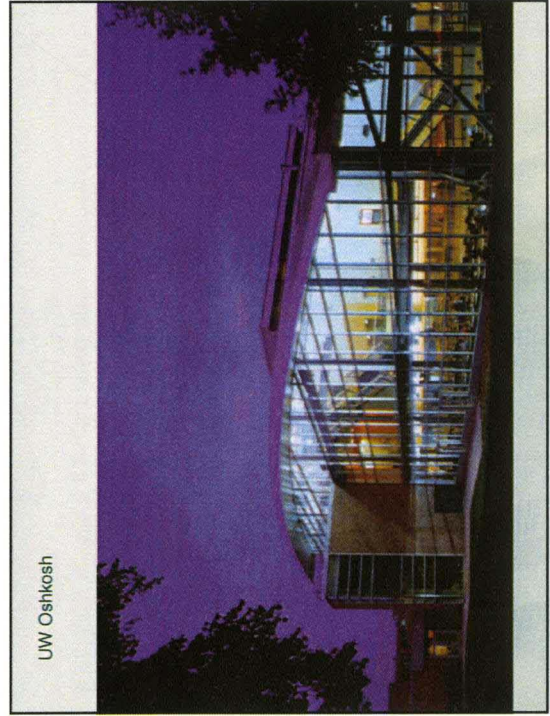
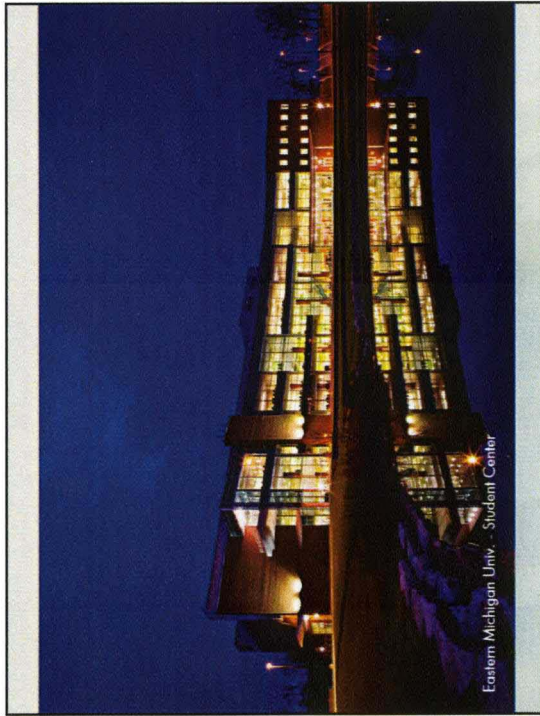
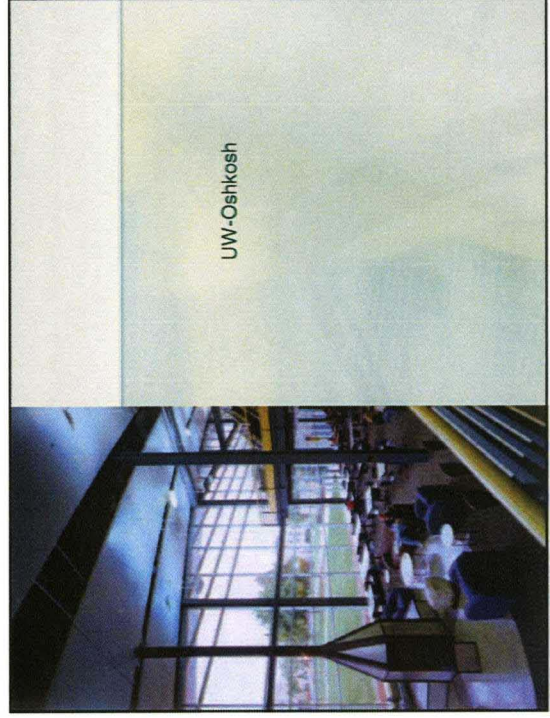
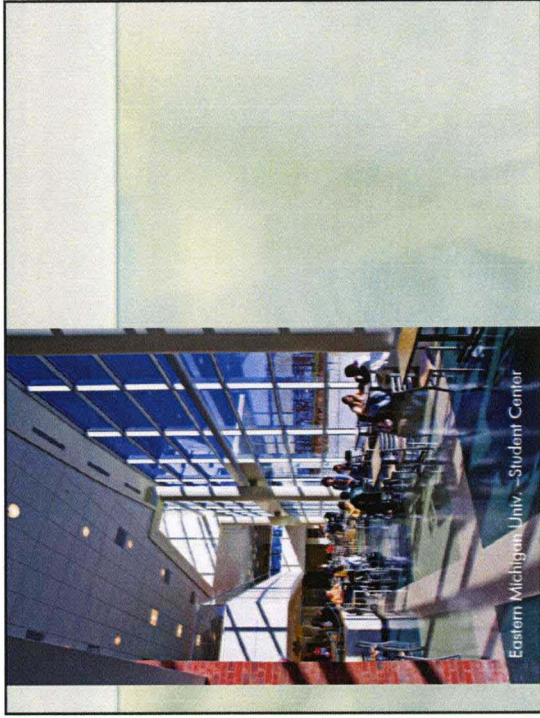


IUPUI





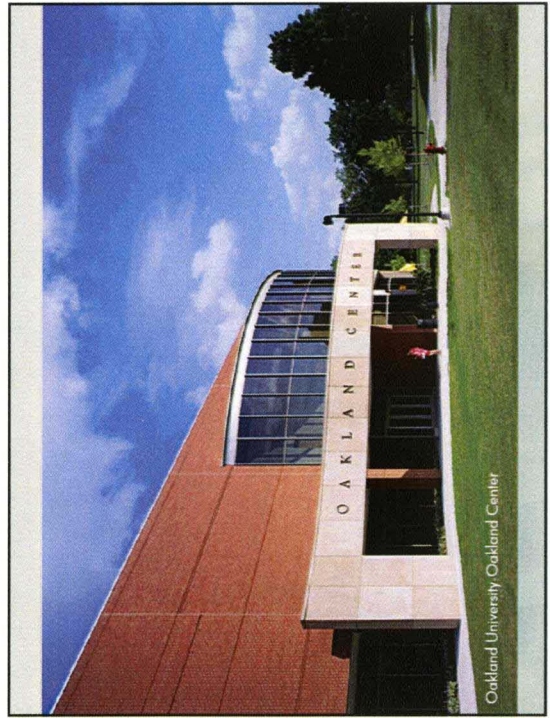
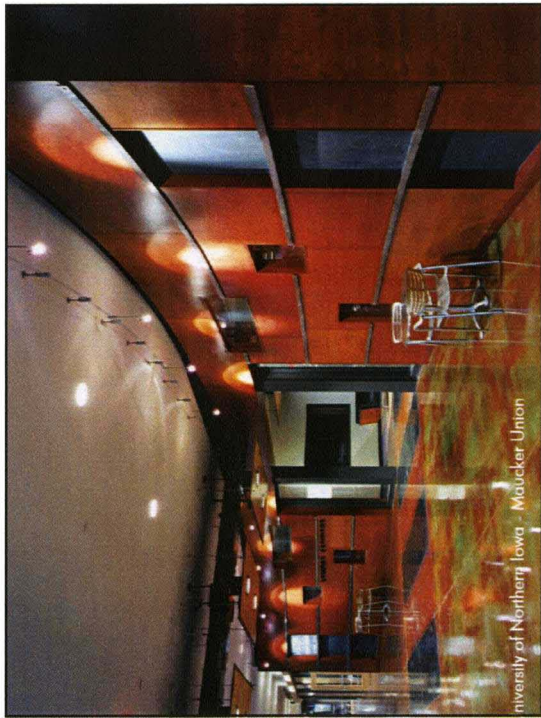
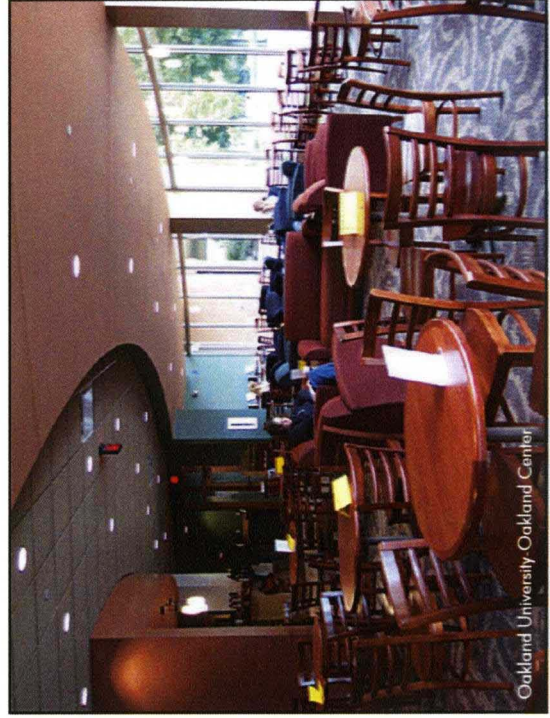
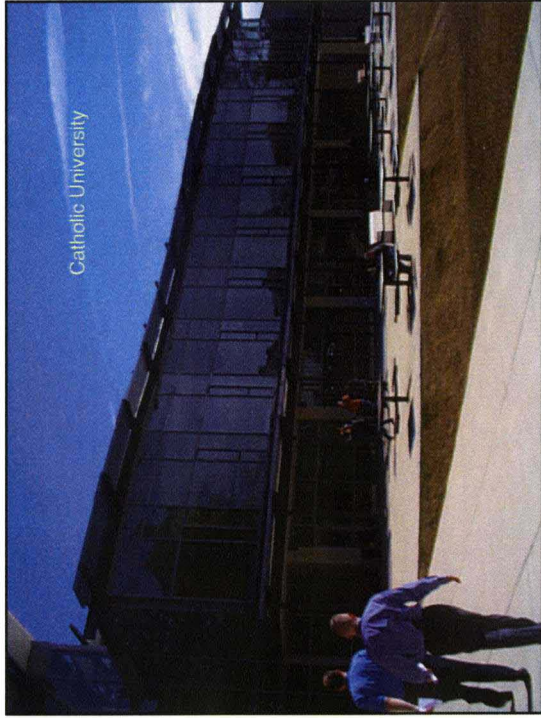




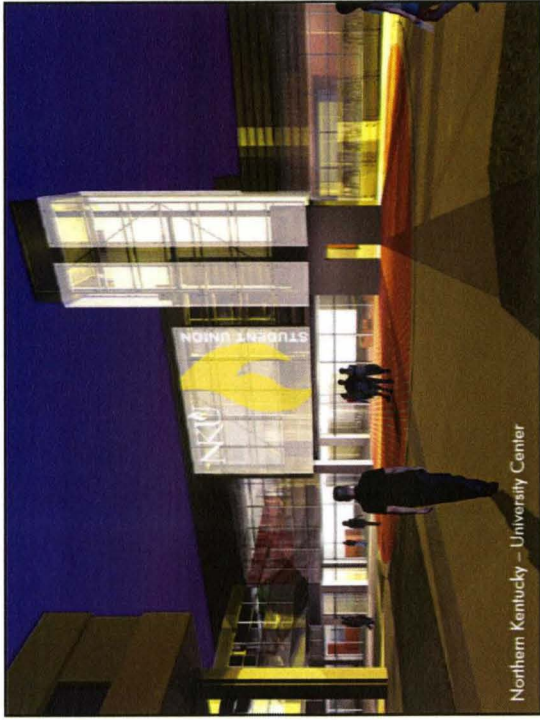




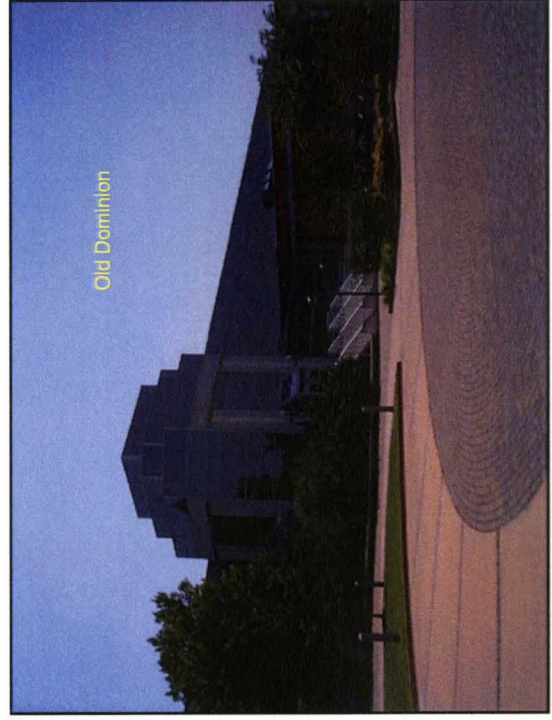




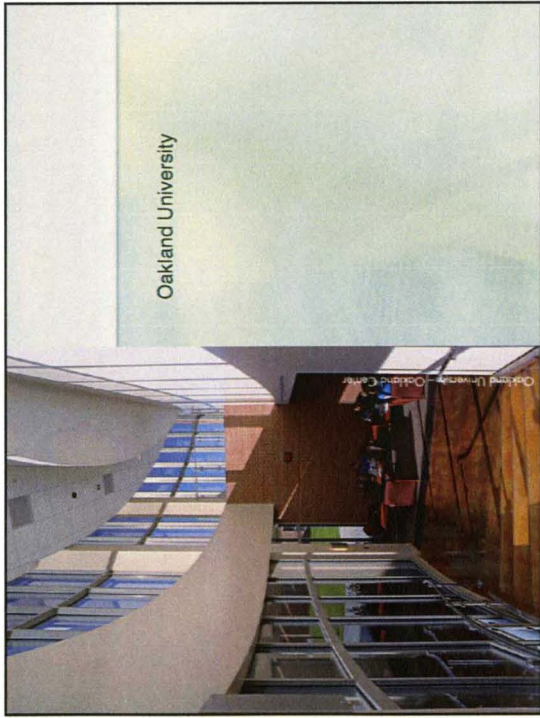




Northern Kentucky - University Center



Old Dominion



Oakland University



Northern Kentucky University Center



## ***Consultant's Conclusions***

- Student centers have become a major drawing card to prospective students.
  - The new student centers offer a host of amenities.
  - These centers are the social hub of the university.
  - These centers are the image of the university.
- The current Kilcawley Center is a patchwork of functions which have evolved over time.
  - maze of circulation patterns.
  - no clear path from one point to another.
  - little segregation of conference center and student functions.
- Kilcawley Center is still “stuck in the 1970’s.”
  - despite numerous facelifts.
  - despite being very well maintained.
- Kilcawley Center possesses most or all of the amenities of the new facilities,
  - the quality of those spaces is not regarded as highly desirable however.

- Burt Hill 2007



## ***Critical Needs***

- Quality Spaces for Students
  - More spaces
  - Better spaces
  - Student spaces clustered together for optimal community building
- Facility that helps us compete for new students
  - Modern, attractive, visitor-friendly
  - “WOW!!!” spaces



# *Quality Spaces for Students*

- **Social**
  - Dining
  - Lounges
  - Programming spaces
- **Academic**
  - Places to study
  - Computer labs
  - Places for study groups to meet
  - Cyber lounges & work areas

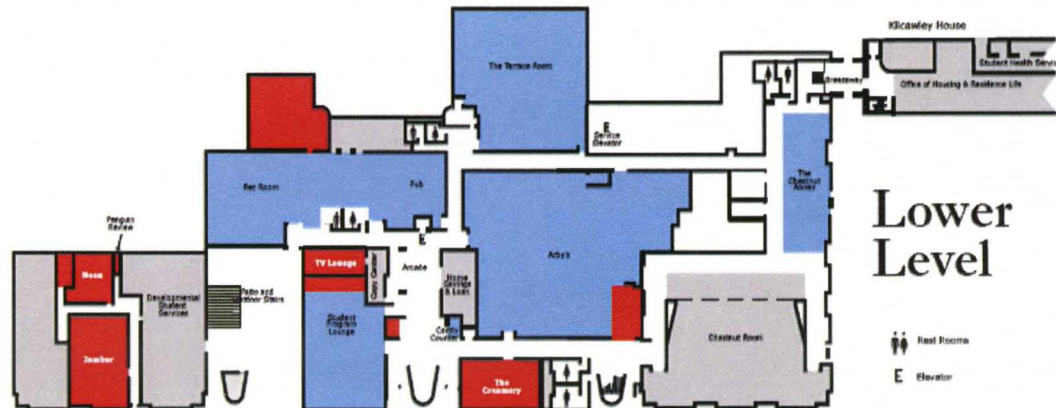
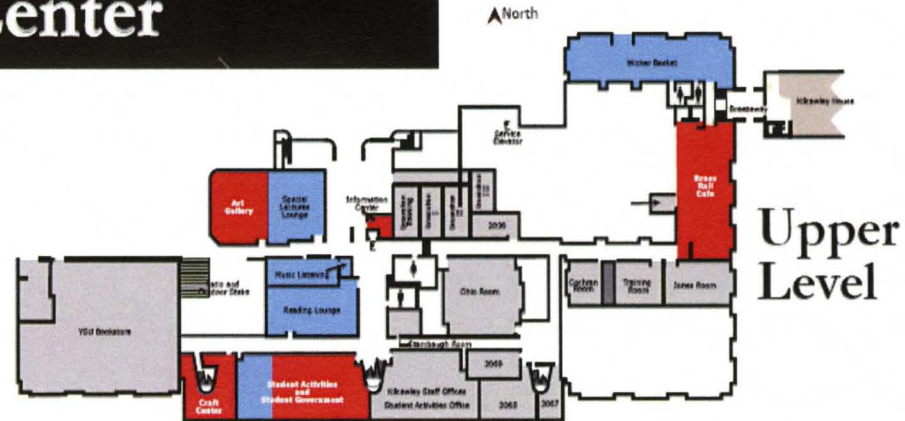


# Quality Spaces for Students

- Since the last renovation, there has been a significant erosion of student spaces in Kilcawley.

## Kilcawley Center

■ Student Spaces Lost Since 1980





## ***Secondary Needs***

- Reorganize space around north-south east-west axes for easier wayfinding.
  - Build in some multi-story views
- Reorganize space so like functions are proximate to each other.
  - Students with students
  - Conference with conference
  - Services with services
  - Offices with offices



# *Preliminary Concepts*



North Entrance



# Preliminary Concepts



Scheme 2- South Entrance



# Preliminary Concepts



Scheme 1- North Entry Atrium



# Preliminary Concepts



Scheme 3- Atrium Lounge



# Preliminary Concepts



Scheme 3- Arby's Court

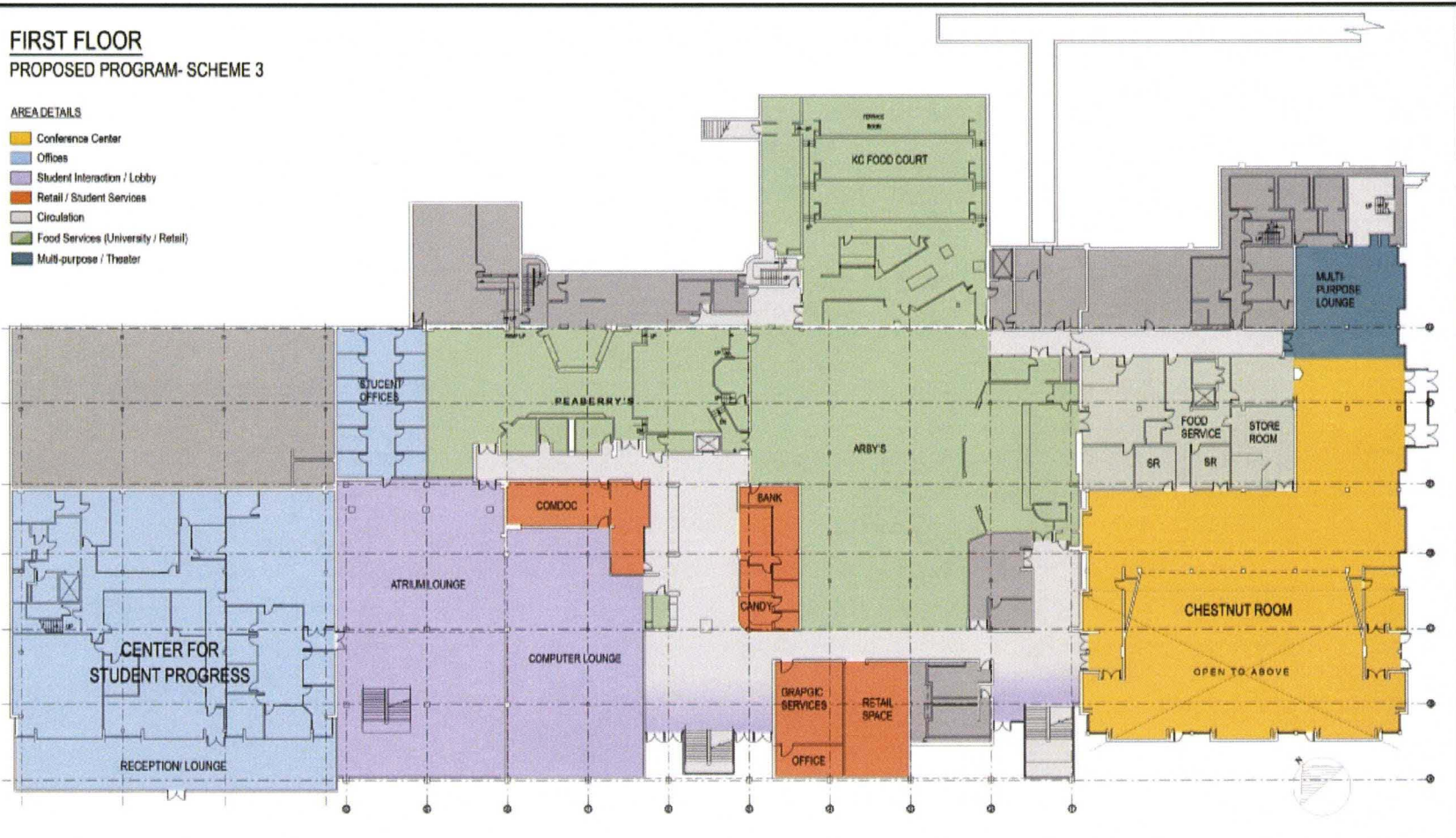


# Preliminary Concepts

## FIRST FLOOR PROPOSED PROGRAM- SCHEME 3

### AREA DETAILS

- Conference Center
- Offices
- Student Interaction / Lobby
- Retail / Student Services
- Circulation
- Food Services (University / Retail)
- Multi-purpose / Theater



Client: Youngstown State University  
 Project Title: Kikowsky Center Study  
 Project No.: 06078.00  
 Scale: 1"=1/32"

Sheet No.:  
 Issued for:  
 Date: 4/20/07

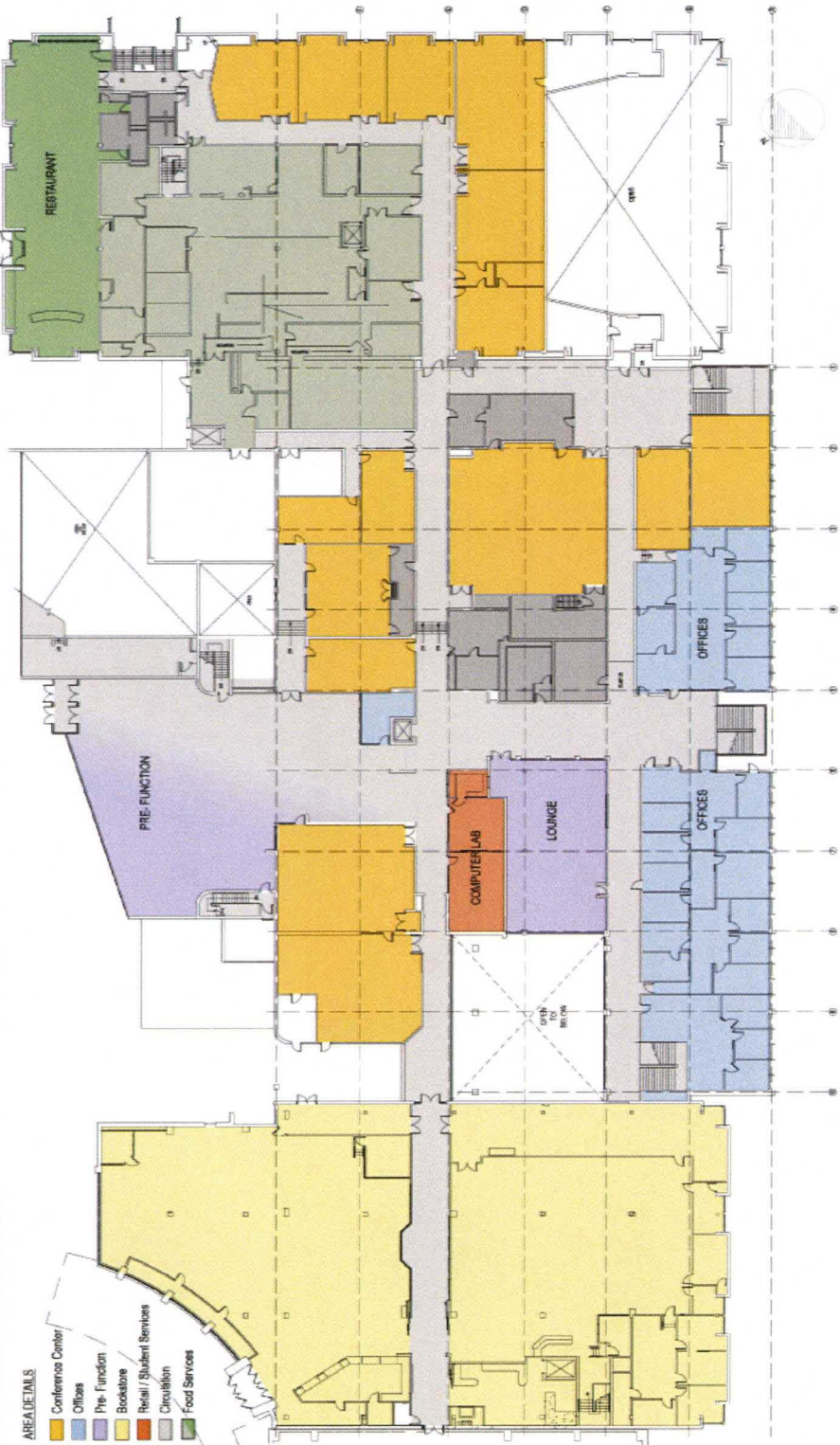


**BURT HILL**  
 3700 PARK EAST DRIVE, SUITE 201  
 CLEVELAND, OHIO 44132  
 TELE: 216-864-2100  
 FAX: 216-864-8888



# Preliminary Concepts

## SECOND FLOOR PROPOSED PROGRAM- SCHEME 3



Client: Youngstown State University  
Project Title: Education Center Study

Project No.: 000910  
Scale: 1" = 12'

Sheet No.

Issued For:

Date:  
4/20/07



**BURT, HILL**  
400 PONDVIEW DRIVE SUITE 200  
COLUMBIANA, OHIO 43085  
TELE: 714.842.7138  
FAX: 714.842.9999



## ***Projected Budget***

- \$8.075 - \$16.8 Million  
per Burt Hill 2007
- For a copy of their entire report go  
to:  
<http://cc.ysu.edu/student-services/kc/kcplanningstudy/YSUKilcawleyPlanningStudy-final.pdf>

**UNIVERSITY GUIDEBOOK**

Name of Policy: **Honorary Degrees**

Responsible Division: Academic Affairs

Approving Officer: Provost/Vice President for Academic Affairs

*Revision History:* October 1997; July 2009

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

Board Committee: Academic and Student Affairs

EFFECTIVE DATE: September 25, 2009

Next review: July 2012

**Policy:** The Board of Trustees shall grant honorary degrees in recognition of a significant contribution to the welfare of the University, the community, or humanity. Such degrees will be conferred at commencements or at special convocations.

**Procedures:**

1. Criteria for nomination of individuals to receive an honorary degree are determined by the Provost/Vice-President for Academic Affairs.
2. Through a credential review process, the Provost/Vice President for Academic Affairs and the President identify candidates for honorary degrees.
3. Names of honorary degree candidates are presented to the Academic and Student Affairs Committee of the Board of Trustees at a scheduled meeting prior to the commencement or convocation where the degree is to be granted.
4. The recommendation of the Academic and Student Affairs Committee will be forwarded to the Board of Trustees for action.



*REDLINE VERSION*  
**UNIVERSITY GUIDEBOOK**

**Subject: Honorary Degrees**

Developed by: <u>Janice A. Elias</u>	Authorized by: <u>James J. Scanlon</u>
Title: Office of the <u>Provost</u>	Title: Provost
Date: October, 1997	Date: March 13, 1998
Revised: <u>July 2009</u>	EFFECTIVE: <del>March 13 1998</del> <u>Sept 2009</u>

**Policy:** The Board of Trustees shall grant honorary degrees in recognition of a significant contribution to the welfare of the University, the community, or humanity. Such degrees will be conferred at commencements or at special convocations.

RESOLUTION NUMBER: YR 1998 — 22 YR 2010:

**Procedures:**

1. Criteria for nomination of individuals to receive an honorary degree are determined by the Provost/Vice-President for Academic Affairs.
2. Through a credential review process, the Provost/Vice President of Academic Affairs and the President identify candidates for honorary degrees.
3. Names of honorary degree candidates are presented to the Academic and Student Affairs Committee of the Board of Trustees at a ~~regularly~~-scheduled meeting prior to the commencement or convocation where the degree is to be granted.
4. The recommendation of the Academic and Student Affairs Committee will be forwarded to the Board of Trustees for action.

**UNIVERSITY GIFTS  
EXECUTIVE SUMMARY  
APRIL-JUNE 2009**

<b>Gifts Received</b>	<b>Number of Gifts</b>	<b>Amount</b>
Alumni Relations	255	\$11,915.00
Maag Library	3773	\$1,735.00
University Development	957	\$486,714.33
WYSU-FM	675	\$53,777.00
<b>Total University Gifts</b>	<b>5660</b>	<b>\$554,141.33</b>
YSU Foundation	478	\$751,335.88

# Youngstown

STATE UNIVERSITY

UNIVERSITY GIFTS  
EXECUTIVE SUMMARY  
APRIL-JUNE 2009

	Number of Gifts	Amount
<b>ALUMNI RELATIONS</b>		
Cash-One Year Single & Joint Members	207	\$6,710.00
Cash-Four Year Single & Joint Members	44	3,905.00
Cash-Single & Joint Life Members	4	1,300.00
<b>Total Cash</b>	<b>255</b>	<b>\$11,915.00</b>
<b>Total Alumni Relations</b>	<b>255</b>	<b>\$11,915.00</b>
<b>MAAG LIBRARY</b>		
Cash-Contributions	15	1,735.00
<b>Total Cash</b>	<b>15</b>	<b>\$1,735.00</b>
Non-Cash	3758	\$0.00
<b>Total Maag Library</b>	<b>3773</b>	<b>\$1,735.00</b>
<b>UNIVERSITY DEVELOPMENT</b>		
<b>Centennial Campaign</b>	<b>17</b>	<b>\$148,760.00</b>
Non-Cash	0	0.00
<b>Total Centennial Campaign</b>	<b>17</b>	<b>\$148,760.00</b>
<b>Annual Fund</b>		
\$50,000 - \$99,999	1	80,000.00
\$10,000 - \$49,999	3	60,678.97
\$1,000 - \$9,999	37	77,268.64
\$500 - \$999	36	18,820.00
Below \$500	839	55,375.60
<b>Total Annual Fund Pledged Cash</b>	<b>916</b>	<b>\$292,143.21</b>
Non-Cash	4	7,241.26
<b>Total Annual Fund</b>	<b>920</b>	<b>\$299,384.47</b>
<b>Underwriting</b>		
<b>Total Underwriting Pledged Cash</b>	<b>10</b>	<b>5,150.00</b>
Non-Cash	10	33,419.86
<b>Total Underwriting</b>	<b>20</b>	<b>38,569.86</b>
<b>Total University Development</b>	<b>957</b>	<b>\$486,714.33</b>
<b>WYSU-FM</b>		
\$1,000 - \$9,999	2	2,000.00
\$500 - \$999	2	1,000.00
Below \$500	671	50,777.00
<b>Total Pledged Cash</b>	<b>675</b>	<b>\$53,777.00</b>
<b>Total WYSU-FM</b>	<b>675</b>	<b>\$53,777.00</b>
<b>TOTAL GIFTS</b>		
<b>Grand Total Gifts</b>	<b>5660</b>	<b>\$554,141.33</b>

# Youngstown

STATE UNIVERSITY

## ALUMNI RELATIONS CASH CONTRIBUTIONS BY RANK

### One Year Single and Joint Members

Anthony & Mary Airato

Edward Allen

Philip Astorino

Michael Baca

Richard & Doris Baker

Karen Balogh

Charles & Joan Bannon

Adeline Barone

Thaddeus Barwinski

M. Joan Beatty

Charles & Dorothy Bebout

Kimberly Beck

Bonnie Bennett

Eugene Bernat

James Beyerl

Michael Birchak

Gay Birnbaum

Kenneth Blazina

Thomas Blazina

Terence Blevins

William & Kristine Bole

Timothy Bowser

Mary Boyd

Grant & Beverly Brickley

Susan Brown

Andrew Budd

Marjorie Burin

Janice & Judith Cafaro

Russell Campbell

Robert & Cheryl Campolito

Richard Chance

James Chlebus

Barbara Ciccotelli

Laura Cintavey

David & Jacquelyn Cline

Francis Colburn

Karen Conklin & Gary Offerdahl

Donald Cook

Dr. Harry Copp

Karen Cordova

Gary Coupland

Robert & Marquerite Craciun

Esther Damore

Andrew & Mary Danus

Glenn Davis

James Decker

Robert Demart

Thomas DeNicholas

Mark Derthick

James DiBenedetto

Frank & Kimberly Dixon

Linda Dolak

Joseph Donofrio

Alexander & Kathleen Esseniya

Samuel R. Faccioben

Santo Fallo

Michael Feranchak

Samuel Ferrara

Jesse Figueroa

Bryan Foskie

Jean Freeman

Chris Gabrick

David & Donna Garcar

Ronald Ghizzoni

Greg & Mary Gonda

Ruby Graham

Warren & Debra Gratz

Paul & Eva Gucwa

David Gundry

Mary Gut

Jack Haims

Julie Halaparda

James Harpster

John & Charlene Hay

Meghan Hiland

Richard & Marlene Hill

Barbara Hirst

Dennis Holmes

Janine Horvat

Josephine Houser

Edward & Barbara Howley

John Hughes

Scott Hunter

Robert Iwaskey

Edward James

Joseph & Arlene Jenyk

Kelly Julian

Susan Kapp-Jacobs

Ned Kaufman  
Pollyanna Ketchem-Myers  
Edward & Sally Knapick-Winsen  
Mary Anne Kroner  
Eugene Kusnir  
Stephen LaCivita  
George & Patty Lancaster  
Janice Laughner  
Frank Lawrence  
Dawn Lindquist  
Michael Long  
James & Marjorie Lowery  
Kimberly Loy  
Jay & Jennifer Lugibihl  
Gregory Lutz  
Thomas Lynch  
Shirley Lyon  
Linda Macala  
Christopher Mannella  
Carol Marino  
Fred & Arleen Marinucci  
Elizabeth Matesich  
Jesse & Danielle McClain  
Kristy McCoy  
Clarabel McDuffie  
Aleida Melendez  
Gladys Melnick  
Marian Mihas  
Robert & Kathryn Millich  
Alex Miller  
Karen Miller  
Marian Miller  
Laurie Mills  
Thomas & Suzanne Miranda  
George & Donna Mowrey  
George Myers  
Bert & Dianne Newman  
Domenic Nigro  
Lorraine Nuzzi  
Dolores Oles  
Regina Oliva  
Mary O'Neill  
William Pacek  
Deborah Palma  
Leonard Panella  
Ben Pantalone  
Joseph Pasquarella  
Judith L. Patmon\*  
James Patsey  
Thomas Peluso

Phyllis Perlman  
Thomas & Phyllis Pfahles  
Ronald Ples  
Barry Poor  
John & Lynn Marie Popa  
John Poponyak  
Thomas Poston  
Peggy Potts  
James & Mary Price  
Richard & Roberta Price  
Jeffrey & Margaret Proch  
Peter Prokop  
Alfred & Joann Raghanti  
Jill Rankin  
Raymond Raschilla  
William & Regina Rees  
Kathleen Richter  
James Riebe  
Frances Ritz  
Timothy & Mary Rodgers  
Nick Rosian  
Michael & Mary Jane Roth  
Charles Russ  
Karl Sachs  
Frederick & Beverly Sauer  
John Sawayda  
Jeffrey & Mary Sebest  
Debra Seinkner  
Patricia Sekola  
John Seman  
Michael & Jean Senchak  
Laura Sewickley  
Amanda Shina-Cutright  
George & Cynthia Siva  
Nancy Sloan  
Gloria Slocum  
Philip Smaldino  
Dennis Smith  
James & Mary Ann Smith  
Edward Smrek  
Kathleen Sprague  
Nancy Sprockett  
Tresa Stavlas  
Jack Stein  
Earl Stringer  
Rebecca Tally  
John Texter  
Griffith Thomas  
Edwin Thompson  
Wayne & Nancy Tiedeman

James Tkach  
Rosemary Tornincasa  
Joseph Torok  
Thomas & Mary Toth  
Joseph Toti  
Jennifer Tremayne  
Roy Vankanegan  
Anthony Verostko  
Robert Walker  
Catherine Wigley

Robert Wilkeson  
J. Richard & Patricia Will  
Gilles Willard  
Frank Wittenauer  
John & Judith Worthington  
Jeffrey Yurtin  
Tina Zelinka  
John Ziemianski  
John Zoldak  
\* Deceased

**Total One Year Single and Joint Members: \$6,710.00**

**Four Year Single and Joint Members**

Carl Alexoff  
John & Lisa Angelilli  
Paul Antonelli  
Bonnie Auletta  
Mark Baker  
James & Anita Battafarano  
Elmer & Rosemary Berstling  
Tim & Julie Burkert  
John Chugden  
Delores Crisucci  
Karen DeSalvo  
David Dunbar  
Mary Eicher  
Thomas Evans  
Daniel Hackett  
Scott Hartman  
Julian & Terri Heinrich  
Donald Infante  
Janice JanJanin  
Michael Jones  
Edward & Marlene Joseph  
William King

Jeffrey & Lori Lawrence  
Christopher Lewis  
Harry Liguore  
Brenda Lipp  
Marianne Mellinger  
Jeanne Morrisey  
John Muntean  
Gary & Virginia Neville  
Eugene & June Osborne  
Alan & Nancy Papa  
Milos Puskar  
Victor & Mary Richley  
Jeffrey Rodgers  
Frank Romeo  
Joanne Schell  
Nancy Smith  
Metrechia Soper  
Claudia Swantek  
Bernard Szawan  
Bernadette Zets  
Doris Zimmerman  
Sarah Zuckerman

**Total Four Year Single and Joint Members: \$3,905.00**

**Single and Joint Life Members**

Ronald Garback  
Carol Olson

Edwin Romeo & Cheryl Waite  
John Zuppo

**Total Single and Joint Life Members: \$1,300.00**

**MAAG LIBRARY  
CASH CONTRIBUTIONS BY CATEGORY**

**Miscellaneous**

Ana Bobby  
David & Laura Boich  
Dr. James T.E. Chengelis  
Nicholas Chengelis  
Dr. James Dortin, Jr.  
Dr. George Letchworth &  
Mrs. Susan Kapp-Jacobs  
Dr. Mark Matavich  
Helen I. Morgan

Richard Payne  
Charles Popovich  
Brenda Scarborough  
Mr. & Mrs. John Schnell  
Society for Analytical Chemists of  
Pittsburgh-SCAP  
Michael Shepherd & Lynda Bumback  
Charmaine Walker

**Total Cash Contributions**

**\$1,735.00**

**NON-CASH CONTRIBUTIONS**

**Books**

Dr. Jack D. Bakos Jr.  
Dr. Diane Barnes  
Jonelle Beatrice  
Prof. Brian K. Beck, Ph.D.  
Leslie C. Berlowitz, CEO  
Richard Black, Jr.  
Prof. Peter Browne  
Elizabeth Ann Buranich  
Gary Davenport  
Professor Adam Earnhardt  
Dr. James Esperon  
Thomas Fabek  
Lori Factor  
Prof. Margaret Fall  
Ernest Federico  
Dr. John Feldmeier  
Prof. Robert Fleming  
Ann Frattaroli  
Robert P. Glasser  
Mrs. Lydia Hammar  
Janice M. Hohloch

Carol A. Hovanes  
Prateek Jain  
Dr. Sarkis Karamian  
Glenda Kumar  
Dr. Tony Leonardi\*  
Edward Locke  
Bill Macomber  
Esther J. White Magallon  
Mahoning Valley Civil War Round Table  
Dr. Don Martin  
Dr. Anne McMahan  
Danielle Methvin  
Prof. Brendan Minogue  
National Institute of Literacy  
Dave Pancurak  
Richard Chambers Prescott  
Howard Pullman  
Julie Robinson  
Dr. Kriss A. Schueller  
Scriptorium Press  
Robert H. Secrist

Dr. Helene Sinnreich  
Dr. Barbara Ann Smelko  
Dr. Leonard B. Spiegel  
Estate of Marjorie H. Stanley  
Marge Tamburino  
Julie Thomas, Ph.D.  
Dr. Gloria Totoricaguena  
University of Nevada  
Janice Vitullo

Theodore Weiss  
Dr. Joyce Willis-Feist  
Carl Gary Woodard  
The Wordtree  
Youngstown Community School  
YSU Center for Islamic Studies  
YSU Student Health Services  
\*Deceased

**Total Books**

**3,645**

**Miscellaneous**

Dr. Kathleen Akpom  
Dr. Louise A. Aurillo  
Dr. Edward Largent

Atty. Margaret A. Stavick  
C. Swezey

**Total Miscellaneous Items**

**113**



# Youngstown

STATE UNIVERSITY

## UNIVERSITY DEVELOPMENT PLEGGED CASH CONTRIBUTIONS BY RANK

### CENTENNIAL CAMPAIGN

Mr. Ronald W. Albert  
Butler Wick & Company  
Dr. & Mrs. Gregory A. Claypool  
Mr. & Mrs. Joseph Edwards  
International Brotherhood of  
Electrical Workers Local 64  
Dr. & Mrs. James M. Kohut  
Laborers' Local #125  
Painters Local Union #476  
Ms. Karen L. Rodgers

Dr. & Mrs. David E. Stout  
Dr. & Mrs. David C. Sweet  
Dr. Frank J. Tarantine  
United Brotherhood of Carpenters  
& Joiners of America  
Walter E. & Caroline H. Watson Foundation  
Raymond John Wean Foundation  
Western Reserve Building Trades Council  
Youngstown Foundation

**Total Centennial Campaign Pledged Cash Contributions: \$ 148,760.00**

### ANNUAL FUND

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

Ms. Roberta M. Hannay

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

Mr. & Mrs. C. Kenneth Fibus  
Northeast Ohio Master of Fine Arts

Leonard T. & Jean L. Skeggs Trust

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

Accenture Foundation, Inc.  
Atty. & Mrs. Franklin S. Bennett, Jr.  
Mr. Thomas A. Bodnovich  
Dr. Martha I. Bruce  
Mrs. Lena M. Centofanti  
Mrs. Anne K. Christman\*  
Mr. Thomas O. Clingan  
Denman Tire Corporation  
Mr. Jason C. Dittmer  
Farmers National Bank & Trust Company  
First Energy Foundation  
First Place Bank Community Foundation  
Ms. Mary L. Fleming  
General Electric Foundation  
Heat & Frost Insulators Local #84  
IBM Corporation  
Dr. Birsan Karpak  
Mr. William C. Kroeger  
Mr. Benjamin Lariccia

Mrs. Jocelyne Kollay Linsalata  
Mahoning Valley Accounting Society  
Dr. & Mrs. William T. Martin  
Dr. Anne M. McMahon  
Mr. & Mrs. Trevor D. Parks  
Dr. Pietro J. Pascale  
Ms. Marcie A. Roepke-Applegate  
Frances & Lillian Schermer Charitable Trust  
The Arnold D Stambaugh Memorial Trust  
Mr. George R. Stowe  
Dr. & Mrs. David C. Sweet  
V & M Star  
Vector Marketing Corporation  
Dr. Fred W. Viehe  
Mrs. Eleanor Watanakunakorn  
Walter E. & Caroline H. Watson Foundation  
Mr. & Mrs. Jack M. White  
YSU Foundation  
\*Deceased

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

Mr. & Mrs. Michael J. Alexander  
Bricklayers & Allied Crafts Union #8  
Bristol-Myers Squibb Foundation  
Builders Assn. of Eastern Ohio &  
Western PA  
Mr. & Mrs. Peter P. Chila  
Mr. & Mrs. Troy Allen Cross  
Mr. & Mrs. Darrell L. Davis  
Dr. Donna DeBlasio & Mr. Brian Corbin  
Mrs. Mary R. Dimitriou  
Dr. Mary Lou & Mr. Gary DiPillo  
Dominion Resources Services, Inc.  
Mr. Erik R. Fleischer  
GlaxoSmithKline Foundation  
Mr. & Mrs. Alan Greggo  
Cheryl & James Jablonski  
Kathleen & Kenneth Johnson  
Dr. Allan W. Jones  
Key Bank

Ms. Marly A. Kosinski  
Mr. & Mrs. Theodore G. Lenz  
Dr. Michael F. Lloyd  
Mahoning Valley CPA Wives Auxiliary  
Mr. Patrick M. Mosure  
A.P. O'Horo Company  
Ms. Yvonne A. Petrella  
Phi Mu Alpha Delta ETA  
Portfolio 21 Investments, Inc.  
Rockwell Automation  
Steve Shelton, CPA, Inc. &  
Christine Shelton  
Ms. Betty Jo Stevens  
Dr. & Mrs. Anthony H. Stocks  
Dr. James A. Tackett  
Tyco International Matching Gifts Program  
Ms. Fran M. Wolf  
Youngstown CityScape  
Dr. Christine M. Zirafi

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

Anonymous  
Mr. Dennis R. Abbuhl, Jr.  
Mrs. Ann L. Adams  
Ms. Shirley A. Adams  
Ms. Catherine A. Adamson  
Mr. & Mrs. Ronald J. Adderty  
Mr. Albert A. Agostinelli, Jr.  
Dr. Sunil Ahuja & Dr. Julia Spiker  
Ms. Harriet Aivazis  
Mr. Andrew Alberico  
Mr. & Mrs. George M. Albertini  
Mr. Edward G. Allen  
Dr. & Mrs. Chester A. Amedia, Jr.  
Ms. Barbara J. Anderson  
Ms. Elizabeth A. Anderson  
Mr. Fred L. Anderson  
Ms. Georgia R. Anderson  
Mr. Gregory G. Anderson  
Mr. & Mrs. Jerome T. Anderson  
Mr. & Mrs. Harry Andreadis  
Mr. Lawrence T. Andrews  
Ms. Claire D. Anthony  
Mr. Andrew J. Arendas, Jr.  
Mr. Robert L. Arroyo

AT & T Foundation  
Dr. John J. Augenstein  
Mr. Anthony J. Augustine  
Ms. Kathleen M. Austrino  
Ms. Janet M. Babski  
Dr. & Mrs. Roberto Bacani  
Ms. Beckie J. Bacue  
Mr. John D. Bagnola  
Mr. & Mrs. John P. Bahmer  
Mr. & Mrs. Joseph T. Bahmer  
Ms. Rebecca S. Bailey  
Dr. Carol L. Baird  
Ms. Jean H. Baird  
Mr. & Mrs. Robert M. Baird  
Mr. Eugene Baker  
Mr. & Mrs. Richard H. Baker  
Ms. Sharon L. Baker  
Mr. Conrad F. Balazs  
Ms. Carrie A. Ball  
Mr. Howard G. Balogh  
Mrs. Ellen Wakeford Banks  
Elizabeth & Robert Barrett  
Mr. & Mrs. Robert W. Barrett, Jr.  
Dr. & Mrs. Thomas F. Barrett

Mr. & Mrs. Edward A. Basista  
Mr. Clarence B. Baugher  
Ms. Roxanne R. Baugher  
Mrs. M. Joan Beatty  
Mr. Robert R. Becki  
Mr. & Mrs. Edward R. Bee  
Mr. Tim W. Behrendt  
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Boardman Steel Fabricators, Ltd.	\$5,113.00	Steel & Grating for AT & T Tower for Facilities
City Printing	138.26	Coloring Contest Posters for SMARTS
Ms. Stephanie Moore	50.00	2 Mixed Media Paintings for SMARTS
Quality Printing Company	<u>1,940.00</u>	97 Cans of Ink for YSU Print Shop
<b>Total Non-Cash Contributions:</b>	<b>\$7,241.26</b>	

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WYSU FM 88.5	<u>2,500.00</u>	SMARTS-Underwriting Support

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Mr. Scott Zimmerman  
Mr. & Mrs. Dennis A. Zitello  
Judge & Mrs. Julius A. Zlotnick  
Dr. & Mrs. Louis A. Zona  
Mr. Walter A. Zuhosky

**Total Cash Contributions**

**\$53,777.00**

**UNIVERSITY GUIDEBOOK**

Name of Policy: **Naming of University Facilities, Colleges, and Programs**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* February 1998; August 2009

Resolution Number(s): YR 1998-48; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** The Board of Trustees authorizes the permanent naming of University facilities, Colleges and programs. Facility naming includes buildings, rooms and other portions within buildings, and areas and spaces within the defined limits of the campus. Colleges and programs may also be named including centers, departments or specific lecture series or symposiums.

**Parameters:**

- Youngstown State University encourages named gifts acknowledging donors or memorializing donor's friends or family members. These named gift opportunities range from buildings and other facilities to endowments and programs.
- Any University facility, building, room, area within buildings, and areas within the defined limits of campus may be named for an individual in recognition of outstanding service to the University, community, nation, or for significant contributions to the University.
- A building gifted to the University may be named for the individual donor or an individual of the donor's choice following discussion with the President.

- Any University facility, building room, areas within buildings, and areas within the defined limits of campus named in recognition of a significant contribution must be appropriate to the contribution. Information regarding named gift opportunities is available through the Office of University Development.
- Named Faculty Chairs, Professorships, scholarship endowments or other program funding are also encouraged. Information regarding named gift opportunities for scholarship endowments and program support is also available through the Office of University Development.

**Procedures:**

1. Donors wishing to make a named gift to the University will be advised of the naming opportunities available and the levels of giving necessary.
2. Pledged gifts recognized with a naming opportunity must have an irrevocable signed commitment form and at least one pledge payment must be received before a naming can be presented to the Board of Trustees.
3. Planned gifts may have stipulations in regard to a naming; however, that naming is recognized only after the gift is realized. Potential funds from planned gifts may not be counted for immediate naming gifts.
4. The President or the chief development officer shall initiate the action of naming or renaming any University facility.
5. When appropriate, the External Relations Committee of the Board of Trustees, in consultation with the President, will make recommendations.
6. The recommendation of the External Relations Committee will be forwarded to the Board of Trustees for action.
7. Once approved, the Named Gift will be added to the Named Gift Register maintained by the Office of University Development.

*REDLINE VERSION*  
**UNIVERSITY GUIDEBOOK**

**Subject: Naming of University Facilities, Colleges, and Programs  
Buildings and Other Spaces**

Developed by: <del>C. Vernon Snyder</del> G. McCloud	Authorized by: <del>Leslie H. Cochran</del> David C. Sweet
Title: Vice President	Title: President
University Advancement	Date: June, 1998
<del>Development and Community Affairs</del>	<b>EFFECTIVE: June 26, 1998</b>
Date: February, 1998	
<b>Revised: August 2009</b>	

**Policy:** The Board of Trustees authorizes the permanent naming of University facilities, Colleges and programs. Facility naming includes ~~ing~~ buildings, rooms and other portions within buildings, and areas and spaces within the defined limits of the campus. Colleges and programs may also be named including centers, departments or specific lecture series or symposiums.

RESOLUTION NUMBER: YR 1998 — 48 2010 -

**Parameters:**

- Youngstown State University encourages named gifts acknowledging donors or memorializing donor's friends or family members. These named gift opportunities range from buildings and other facilities to endowments and programs.
- Any University facility, building, room, area within buildings, and areas within the defined limits of campus may be named for an individual in recognition of outstanding service to the University, community, nation, or for significant contributions to the University.
- A building gifted to the University may be named for the individual donor or an individual of the donor's choice following discussion with the President.
- Any University facility, building room, areas within buildings, and areas within the defined limits of campus named in recognition of a significant contribution must be appropriate to the contribution. Information regarding named gift opportunities is available through the Office of University Development.

- Named Faculty Chairs, Professorships, scholarship endowments or other program funding are also encouraged. Information regarding named gift opportunities for scholarship endowments and program support is also available through the Office of University Development.

**Procedures:**

1. Donors wishing to make a named gift to the University will be advised of the naming opportunities available and the levels of giving necessary.
2. Pledged gifts recognized with a naming opportunity must have an irrevocable signed commitment form and at least one pledge payment must be received before a naming can be presented to the Board of Trustees.
3. Planned gifts may have stipulations in regard to a naming; however, that naming is recognized only after the gift is realized. Potential funds from planned gifts may not be counted for immediate naming gifts.
- 2.4. The President or the chief development officer shall initiate the action of naming or renaming any University facility.
- 3.5. When appropriate, the ~~Development Committee~~ External Affairs Committee of the Board of Trustees, in consultation with the President, will make recommendations.
- 4.6. The recommendation of the ~~Development~~ External Affairs Committee will be forwarded to the Board of Trustees for action.
- 5.7. Once approved, the Named Gift will be added to the Named Gift Register maintained by the Office of University Development.

**UNIVERSITY GUIDEBOOK**

Name of Policy: **YSU Foundation**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* November 1997; August 2009

Resolution Number(s): YR 1998-27; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** The President of the University shall be responsible for coordination with outside organizations such as the Youngstown State University Foundation..

- The Youngstown State University Foundation (YSUF) is a separately chartered charitable organization.
- YSUF was founded to assist the University by providing support for educational, literary, charitable, and scientific activities, projects, and scholarships.
- Requests for such assistance to the President of the YSUF shall be made only by the President, or by an executive officer in consultation with the President.
- The Vice President for University Advancement serves as the primary University contact on regular and routine matters with the YSU Foundation.
- YSUF shall serve as an investment manager for the University. In this capacity, YSUF may encourage and administer a planned giving program on behalf of the University.



**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

<b>Subject: YSU Foundation</b>
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Developed by: <del>C. Vernon Snyder</del> George F. McCloud	Authorized by: <del>Leslie H. Cochran</del> David C. Sweet
Title: Vice President Development of Community Affairs University Advancement	Title: President
Date: <del>November, 1997</del>	Date: <del>March 13, 1998</del>
Revised: August 26, 2009	EFFECTIVE:

<p><b>Policy:</b> The President of the University shall be responsible for coordination with outside organizations such as the <del>Youngstown State University Alumni Association, the Youngstown State University Foundation, and the Penguin Club.</del></p> <p>RESOLUTION NUMBER: YR 1998 — 27 2010 -</p>
---

- The Youngstown State University Foundation (YSUF) is a separately chartered charitable organization.
- YSUF was founded to assist the University by providing support for educational, literary, charitable, and scientific activities, ~~and~~ projects, and scholarships.
- ~~Requests for such assistance to the President of the YSUF shall be made only by the President, or by an executive officer in consultation with the President. or Provost/Vice President for Academic Affairs of the University, or Vice President for University Advancement to the President of YSUF.~~
- The Vice President for ~~Development and Community Affairs~~ University Advancement serves as the primary University contact on regular and routine matters with the YSU Foundation.
- YSUF shall serve as an investment manager for the University. In this capacity, YSUF may encourage and administer a planned giving program on behalf of the University.

**UNIVERSITY GUIDEBOOK**

Title of Policy: **Fund Raising**

Responsible Division: University Advancement

Approving Officer: President

*Revision History:* November 1997; August 2009

Resolution Number(s): YR 1998-27; YR 2010-

Board Committee: External Relations

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

**Policy:** Solicitation of gifts made by anyone for the benefit of the University, or any agency thereof, shall require prior approval of the Vice President for University Advancement.

**Parameters:**

- The Division for University Advancement is charged to ensure that the planning and implementation of fund-raising strategies are carried out in an organized and coordinated manner.
- The Vice President for University Advancement and the Chief Development Officer shall meet with the Deans' Development Council and the executive officers on a regular basis to communicate University-wide development strategies and efforts, and to coordinate development efforts.
- The Division of University Advancement with respect to fundraising has a dual purpose: (1) to create an awareness within the private sector of the financial needs of the University; and (2) to implement a coordinated plan for meeting those needs through private support.

**Procedures:**

1. The Office of University Development is responsible, in consultation with the Vice President for University Advancement, for designing, planning, and implementing fund-raising strategies which increase the level of private support to the institution.
2. All requests to undertake fund-raising projects, (including major campaigns), or to solicit contributions from individuals or any other entity must be in writing and must have been reviewed and supported by the chairperson or director of the appropriate department, program or unit and the dean or executive director of the respective department, program or unit prior to submission to the Vice President for University Advancement for appropriate review with the President and Cabinet.
3. Any request involving the planning, construction, or expansion of a facility must first be reviewed by the appropriate dean or executive director and supported by the President,
4. Activities to be coordinated through the Office of University Development include:
  - Fund-raising campaigns through direct mail, telemarketing, "E" Philanthropy and personal solicitation.
  - Establishment of "associates," "friends," "membership," or other program designed to solicit financial support.
  - Special fund-raising efforts appealing to various University constituencies regarding scholarships, memorial funds, fellowships, aid programs, professorships, endowed chairs, etc.
  - Fund-raising for construction, expansion, or renovation of University facilities, regardless of other sources of funding.
  - Request to private sources for the funding of new or existing programs.
  - All other programs to raise funds in the private sector.
5. The Office of University Development is an authorized cash-collection point on campus and is responsible for officially recording and acknowledging receipt of all gifts to the University including cash pledges, securities, trusts, insurance policies, real estate, and other gifts-in-kind.
6. All gifts and donations must be processed through the Office of University Development before being deposited in any University account.

7. A complete and accurate record of every donor to the University shall be maintained by the Office of University Development. Donor anonymity shall be protected whenever possible.
8. More detailed information regarding fund raising can be found in “Donor Guide to Giving” available in the Office of University Development.

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Fund Raising**

Developed by: <del>C. Vernon Snyder</del> George .McCloud	Authorized by: David C. Sweet <del>Leslie H. Coehran</del>
Title: Vice President	Title: President
University Advancement	Date: <del>March 13, 1998</del>
Date: <del>November, 1997</del>	<b>EFFECTIVE:</b>
Revised: <del>August 26, 2009</del> <b>2009</b>	

**Policy:** Solicitation of gifts made by anyone for the benefit of the University, or any agency thereof, shall require prior approval of the ~~Development Council~~Vice President for University Advancement.

RESOLUTION NUMBER: YR 1998 -- 27 YR 2010 -

**Parameters:**

- The Division for University Advancement ~~Development Council~~ is charged ~~designed~~ to ensure that the planning and implementation of fund-raising strategies are carried out in an organized and coordinated manner.
- ~~The Vice President for University Advancement and the Chief Development Officer shall meet with the Deans' Development Council and the executive officers on a regular basis to communicate University-wide development strategies and efforts, and to coordinate development efforts. Development Council consists of representatives of the Department of Intercollegiate Athletics, the McDonough Museum of Art and the College of Fine and Performing Arts, the Office of University Development, the Penguin Club, WYSU FM, the Youngstown State University Alumni Association, and the Youngstown State University Foundation. Other individuals may be appointed by the Vice President for Development and Community Affairs.~~
- The Division of University Advancement with respect to fundraising has a dual purpose: (1) to create an awareness within the private sector of the financial needs of the University; and (2) to implement a coordinated plan for meeting those needs through private support.

**Procedures:**

1. The Office of University Development is responsible, in consultation with the ~~Development Council~~, Vice President for University Advancement, for designing, planning, and implementing fund-raising strategies which increase the level of private support to the institution.
2. All requests to undertake fund-raising projects, (including major campaigns), or to solicit contributions from individuals or any other entity must be in writing and must have been reviewed and supported by the chairperson or director of the appropriate department, program or unit and the dean or executive director of the respective department, program or unit prior to submission to the Vice President for University Advancement for appropriate review with the President and Cabinet. ~~prior to submission to the Development Council.~~
3. Any request involving the planning, construction, or expansion of a facility must first be reviewed by the appropriate dean or executive director and supported by the President,
4. Activities to be coordinated through the Office of University Development include:
  - Fund-raising campaigns through direct mail, telemarketing, "E" Philanthropy and personal solicitation.
  - Establishment of "associates," "friends," "membership," or other program designed to solicit financial support.
  - Special fund-raising efforts appealing to various University constituencies regarding scholarships, memorial funds, fellowships, aid programs, professorships, endowed chairs, etc.
  - Fund-raising for construction, expansion, or renovation of University facilities, regardless of other sources of funding.
  - Request to private sources for the funding of new or existing programs.
  - All other programs to raise funds in the private sector.
5. The Office of University Development is an authorized cash-collection point on campus and is responsible for officially recording and acknowledging receipt of all gifts to the University including cash pledges, securities, trusts, insurance policies, real estate, and other gifts-in-kind.
6. All gifts and donations must be processed through the Office of University Development before being deposited in any University account.



7. A complete and accurate record of every donor to the University shall be maintained by the Office of University Development. Donor anonymity shall be protected whenever possible.
8. More detailed information regarding fund raising can be found in "~~Fund-Raising Guidelines~~" Donor Guide to Giving" available in the Office of University Development.



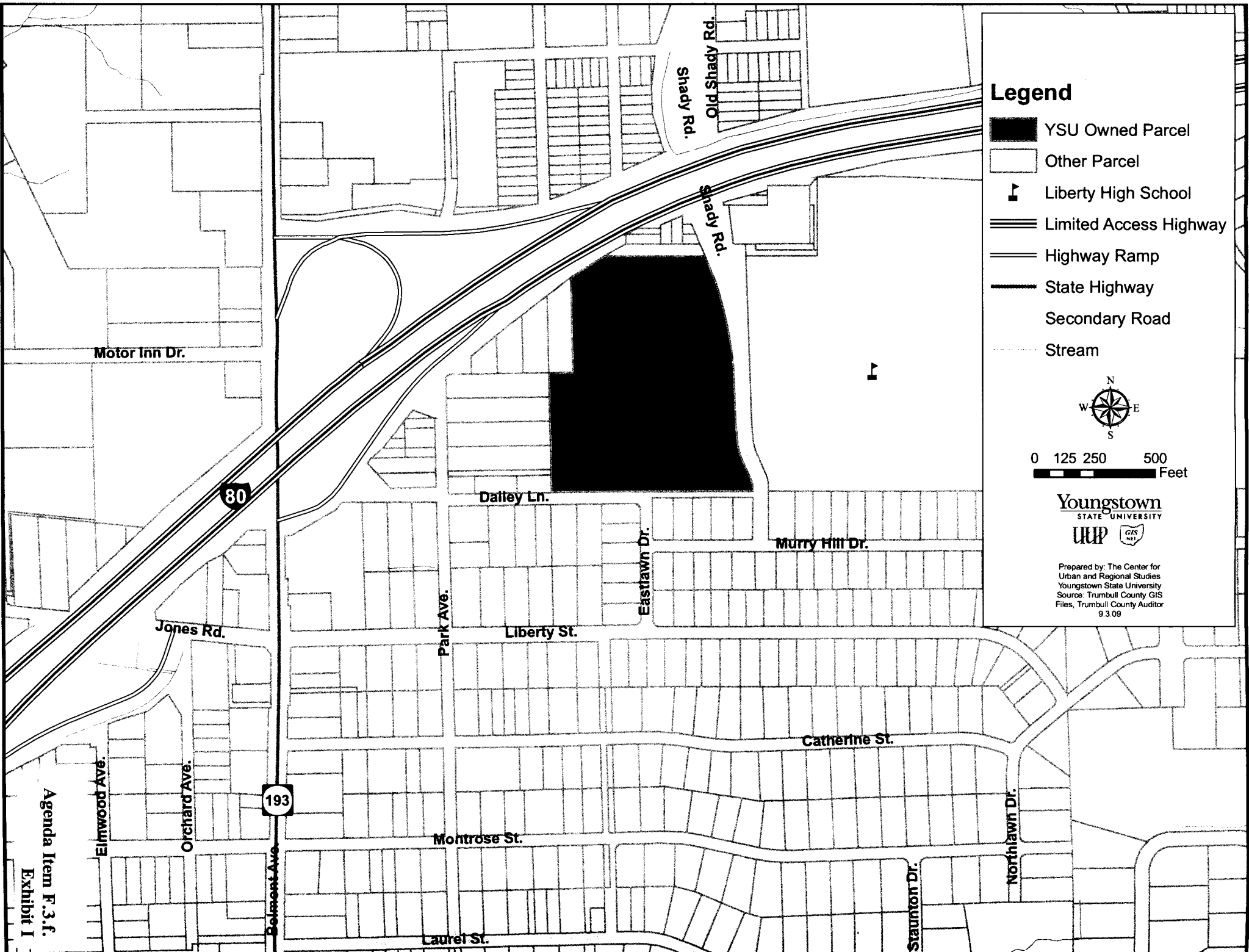
**YOUNGSTOWN STATE UNIVERSITY**  
**Interfund Transfers Requiring Board Approval**  
**Transfers Outside of the Operating Budget**  
**Requested Transfers for June 30, 2009**  
**Requested Transfers for First Quarter 2010**

FROM	TO	AMOUNT	REASON
<i>FY2009 Year End Transfers</i>			
Andrews Student Recreation and Wellness Center	Andrews Rec/Wellness Center Plant Reserve (Plant Fund)	\$70,545	Year end excess less \$3,000 transferred to operating contingency.
Bookstore Operating	Kilcawley Plant Reserve (Plant Fund)	\$100,000	Pay down interfund loan.
Housing Services	Housing Services Plant Reserve (Plant Fund)	\$113,286	Year end excess.
Kilcawley Center	Kilcawley Center Plant Reserve (Plant Fund)	\$126,787	Year end excess.
Parking Services	Parking Services Plant Reserve (Plant Fund)	\$140,410	Year end excess.
New WCBA Building (Unrestricted Plant Fund)	BAN Series 2008 Debt Service Fund (Plant Fund)	\$102,491	Fund portion of \$113,653 interest payment for the BAN Series 2008.
Match Reserve Funds (Restricted)	General Fund	\$298,922	Transfer unused match funds back into the General Fund.
General Fund (Scholarships)	Operating Carryforward (Designated Fund)	\$249,281 *	Transfer unused scholarship dollars to operating carryforward.
General Fund (Laboratory/Technology Fees)	Operating Carryforward (Designated Fund)	\$529,868 *	Transfer unspent FY2009 course fee funds to operating carryforward.
General Fund	Operating Carryforward (Designated Fund)	\$27,693 *	Transfer net year-end balance to operating carryforward.









\* Year end operating carryforward equals \$806,842 (unspent scholarship funds, laboratory/technology fees and net year end excess)

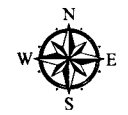
<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>REASON</u>
<i>First Quarter FY2010</i>			
SCT Banner (Designated Fund)	General Fund	\$394,307	To support base personnel costs in the Technology Division, which are now budgeted in the General Fund Budget.
Scholarship Reserve (Designated Fund)	General Fund	\$350,000	To support the Youngstown Early College program.
Centennial Campus Master Plan Contingency (Restricted Plant Fund)	Campus Wide Ground Improvements (Restricted Plant Fund)	\$215,000	Transfer for campus wide ground improvements.
Scholarship Reserve (Designated Fund)	General Fund (Scholarships)	\$129,276	Transfer to offset state budget cuts to the Ohio College Opportunity Grant awards affecting YSU students during summer semester 2009.
Centennial Campus Master Plan Contingency (Restricted Plant Fund)	Bliss Hall Renovations CCMP (Restricted Plant Fund)	\$110,000	Transfer to expand faculty office space in accordance with the OEA contract.





### Legend

-  YSU Owned Parcel
-  Other Parcel
-  Liberty High School
-  Limited Access Highway
-  Highway Ramp
-  State Highway
-  Secondary Road
-  Stream



0 125 250 500 Feet

Youngstown  
STATE UNIVERSITY



Prepared by: The Center for  
Urban and Regional Studies  
Youngstown State University  
Source: Trumbull County GIS  
Files, Trumbull County Auditor  
9.3.09

Agenda Item F.3.f.  
Exhibit I

STATE OF OHIO

OIL & GAS LEASE

This is a lease of oil and gas rights, between the State of Ohio through its Department of Administrative Services, 4200 Surface Road, Columbus, Ohio 432288-1395, ("State"), on behalf of Youngstown State University ("Agency") and Ohio Valley Energy Systems Corp., hereinafter referred to as Lessee, having an address of 200 Victoria Road, Building 4, Austintown, Ohio 44515 hereinafter referred to as Lessee, pursuant to the provisions of Section 123.01(A)(17), Ohio Revised Code.

WHEREAS, Lessee applied to State for a lease to extract oil and gas from the hereinafter described property, and

WHEREAS, the Department of Administrative Services has determined that State owns the property, that it is under the jurisdiction of the Youngstown State University, and

WHEREAS, on \_\_\_\_\_, 2009, Youngstown State University approved the granting of this lease to extract oil and gas from the property described in Exhibit A, hereinafter referred to as Leased Premises:

DESCRIPTION:

**Property Legal Description**

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, State hereby grants this lease to Lessee for the purpose of producing and marketing oil, gas, casinghead gas, distillate and other liquid and gaseous hydrocarbons; injecting, storing or holding in storage or withdrawing from storage, and moving gas into or removing gas from any sands, strata or formations lying thereunder, under the following terms and conditions:

1. TERM:

- a. This lease shall be for a period of two (2) years, commencing \_\_\_\_\_, 2009 and ending \_\_\_\_\_, 2011, unless otherwise terminated in accordance with the termination provisions herein. Lessee shall only be granted a renewal of this Lease in accordance with paragraph b of this Article 1, if Lessee, within said initial two (2) year term, has drilled and completed a well on the Leased Premises, which well is capable of producing oil and/or gas in paying quantities.
- b. If Lessee has complied with all the terms and conditions of this lease, Lessee shall be entitled to one (1) successive renewal, for a term of eighteen (18) years upon same terms and conditions set forth herein, except as to the number of renewals. The renewal may be exercised by Lessee mailing written notice to the Director of Administrative Services at least Ninety (90) days prior to the expiration of the original lease term.
- c. In the event that production of oil, gas, or their constituents is interrupted and not marketed for a period of six (6) months, and there is no producing well on the



Leased Premises or lands pooled or unitized therewith, Lessee shall thereafter, as royalty for constructive production, pay a shut-in royalty equal to the rate of Fifty Dollars (\$50.00) per net mineral acre per year, payments to be made annually until such time production is re-established and said payment shall maintain this Lease in full force and effect to the same extent as payment of royalty. In the event that the production from the only producing well on the Leased Premises or lands pooled or unitized therewith is interrupted for a period of less than six (6) months, this Lease shall remain in full force and effect without payment of royalty or shut-in royalty. However, notwithstanding anything herein to the contrary, this provision shall not limit, diminish or otherwise alter the right of State or Agency to exercise the privilege of obtaining free gas, in accordance with the provisions herein. Further, notwithstanding anything herein to the contrary, where gas or oil from a well is not produced in quantities sufficient to pay a royalty to Agency due to any reason for a period of two (2) years the State and/or Agency at its option may cancel this Lease, and in any case Lessee shall have no claim against State or Agency for the value on any unexpired term of this Lease.

2. CONSIDERATION:

- a. In consideration of this Lease, the Lessee shall pay Twenty Thousand Dollars (\$20,000.00) due and payable to Agency on the Commencement Date, which sum shall be non-refundable regardless of any royalties that do, or do not, accrue under the Lease. This consideration is due and payable prior to any drilling commencement activities.
- b. Lessee shall further pay to Agency for oil, and distillate (condensate) saved and produced at the single well, a proportional share of sixteen percent (16.0%) royalty as the amount of Lessor's acreage in the drilling unit bears to the total acreage in the drilling unit based on the contracted price for oil or liquid hydrocarbons of like grade and gravity prevailing for the field where produced on the date such oil or liquid hydrocarbons are run into tanks or pipelines.
- c. Lessee shall further pay to the Agency as royalty for gas, including casing head gas and other gaseous hydrocarbons, produced from and sold on or off the Leased Premises, a proportional share of sixteen percent (16.0%) of the proceeds realized by the Lessee from such sale, as the amount of Lessor's acreage in the drilling unit bears to the total acreage in the drilling unit, provided that on gas produced from and used off the Leased Premises, but not sold, the royalty shall be the contracted price, at the wellhead at the time of production, for the gas so used.
- d. Payments of all royalties provided in this Lease shall be made by Lessee on a monthly basis commencing within sixty (60) days after the well on the unit is placed into production.
- e. All payments shall be by check made payable to Youngstown State University, and delivered or mailed to Youngstown State University, One University Plaza, Youngstown, Ohio 44555. Each royalty payment shall be accompanied by an oil and gas production statement. Agency may, upon request, receive verification of Lessee's gas and oil prices received.

- f. Should Lessee determine that additional wells are required under Section 3 of the Lease, or for any other purpose, State and Agency must be notified in writing, consistent with Section 13 of the Lease. Lessee shall not drill any additional well(s) without obtaining prior written approval from State and Agency.
- g. The Agency may lay pipelines to the well gathering system on the Leased Premises and take gas produced from said wells or systems for use in any current or future building at Youngstown State University at its own risk, subject to the right of abandonment of the wells by the Lessee. The first three hundred thousand (300,000) cubic feet of gas taken each year shall be free of cost, but all gas taken in excess of three hundred thousand (300,000) cubic feet in each year shall be paid for within sixty (60) days of billing at the then current price paid for gas at the contracted price on the Leased Premises. The Agency must lay and maintain the pipeline and furnish regulators and other necessary equipment at its own expense. This privilege is upon the condition precedent that the Agency shall maintain the said pipeline, regulators, and equipment in good repair and free of all gas leaks, and operate the same so as not to cause waste or unnecessary leaks of gas. If the Agency shall take excess gas as aforesaid in any year and fail to pay for same, the Lessee may deduct payment for such excess gas from any rentals or royalties accruing to State.

In lieu of the Agency laying pipeline as described herein above, the Agency at its' option has the right to receive additional fees or be credited for a contracted price, for the free three hundred thousand (300,000) cubic feet of gas in each year, based on the then contracted price.

3. USE:

- a. Lessee shall use and occupy the premises for the purpose and with the exclusive right to enter thereon at any time to operate wells for oil and gas and constituents thereof and to erect, maintain, and remove the necessary pipelines, machinery and appliances that the Lessee may see fit to install thereon for the production and transmission of oil and gas and constituents thereof. The Lessee shall operate all wells on the Leased Premises, and shall perform such duties in connection therewith as are customarily performed in the usual course of bringing in the production of such wells without undue delay, and shall have the privilege of using sufficient oil, gas, and well water for such operations.
- b. Should oil and gas be found and be produced or be capable of being produced in paying quantities on any adjoining lease held by the Lessee, the Lessee agrees to drill on the leased premises herein such offset well or wells as are necessary to protect against drainage thereof.
- c. Lessee agrees not to permit the Leased Premises to be used for any purpose inconsistent with any local, state, or federal laws, rules or regulations, and shall be liable for any and all damages consequent upon such violation and subsequent cancellation of this lease under the default provision herein.

- d. The State and/or Agency, its successors or assigns, may construct and maintain property improvements along and over the Leased Premises so long as the same are so constructed as not to impair the strength or interfere with the use, maintenance or operation of the Lessee's pipelines, machinery or appliances. This lease is made subject to all prior easements, leases or grants on, in, under or across any portion of the Leased Premises, and to the renewal thereof. State also reserves the right to grant utility easements or leases and any surface rights leases over the Leased Premises herein leased so long as they do not impair the strength or interfere with the Lessee's use of the Leased Premises.

4. CONSTRUCTION/MAINTENANCE:

- a. Lessee shall not create any liens, claims or mechanic's liens against the Leased Premises, and Lessee shall defend, indemnify and hold State and Agency harmless from any such claims or mechanic's liens and or any expenses incurred in connection therewith including but not limited to damages, interest, court costs and reasonable attorney fees.
- b. Lessee shall, prior to submitting a permit application to the Ohio Department of Natural Resources, provide State and Agency a plat showing all well and pipeline locations. All licenses, permits, etc., required by law, shall be obtained by Lessee before commencing any construction or drilling. In the event the Leased Premises is disturbed directly or indirectly during any phase of this operation, the Lessee shall provide necessary fill and make such repairs and replacements for a period of one year after such disturbance, as may be needed to restore the Leased Premises to its former condition or pay for all damages. The Lessee shall bury all pipelines used to conduct oil or gas to, on, through and off the Leased Premises at least three feet below the surface of the land. State and Agency shall be notified when any installation or unusual condition is encountered in the field. At the conclusion of this lease, the Lessee shall, restore all lands to a condition fully compatible to their condition and use prior to the commencement of this lease. No special assessment to pay any cost of constructing said drilling improvement shall be made against State and/or Agency, its successors or assigns.
- c. Any and all existing or future Agency improvements located on the Leased Premises shall not be disturbed during any time of the drilling and/or pumping process. It is further agreed that should the Agency improvements located on the Leased Premises be damaged due to the Lessee's drilling and/or pumping process or due to negligence of the Lessee's employees, agents or invitees, the Lessee will assume all liability for damages. Lessee shall collaborate with, and receive prior written approval from Agency's Facilities Department on the location and design of the tank battery, wellhead, screening, access drives and or roads, retention ponds, landscaping, etc. The final layout and design shall be reviewed and approved by the Agency Facilities Department, such approval shall not be unreasonably withheld.
- d. All improvements shall be installed, operated, maintained, repaired, reconstructed or replaced in accordance with all local, state or federal rules, regulations and laws or industry guidelines. If no such rules, regulations or laws and guidelines are

applicable, then responsible engineering practices shall control.

5. POOLING:

- a. The Lessee may, with the written approval of State and Agency, at any time from the date hereof while this lease shall be in effect and from time to time within such period, pool all or any part or parts of the Leased Premises or rights therein with any other land in the vicinity thereof, or with any leasehold, operating, or other rights or interest in such other land to create units of such size and surface acreage as the Lessee may desire, but containing not more than 40 acres plus 10% acreage tolerance, unless units of larger size are required by rule, regulation or order of any governmental authority. If such larger units are so required by governmental authority, any such unit may be established or enlarged to conform to the size specified by such governmental authority. Each unit may be created by governmental authority or by written declaration-notice executed by the Lessee and recorded by the Lessee in the proper office in the county where this leasehold estate is located.

Such written declaration-notice shall contain a description of the unit so created, specifying the mineral stratum or horizon so pooled if so limited. Any well which is commenced, or is producing on any part of any lands theretofore or thereafter so pooled shall, except for the payment of royalties, be considered a well commenced and producing on the lands hereby leased. There shall be allocated to the portion of the leased premises included in any such pooling, such proportion of actual production from all lands so pooled as such portion of the leased premises, computed on an acreage basis, bears to the entire acreage of the lands so pooled. The production so allocated shall be considered for the purpose of payment or delivery of royalty to be the entire production from the portion of the leased premises included in such pooling in the same manner as though produced from such portion under the terms of this lease.

Each of said options may be exercised by the Lessee from time to time, and a unit may be formed by the Lessee either before or after a well has been drilled, or production has been established on the leased premises, or on a portion of the leased premises which is included in the pooling, or on other lands which are pooled therewith.

- b. If the ownership of any interest in the Leased Premises should hereafter be transferred by sale, devise, or operation of law, said land, nevertheless, may be held, developed, and operated as an entirety, and the rentals and royalties derived there from as set forth in Section 2 herein, shall be retained by Agency.

6. STORAGE OPERATIONS:

- a. At any time during the effective term of this lease, the Lessee may notify State and Agency, in writing consistent with Section 13 of this Lease, of its intent to use the Leased Premises and/or any well located or to be located thereon for injecting, storing, holding in storage or withdrawing from storage, and moving gas into or removing gas from, any sands, strata or formations underlying the Leased

Premises, and upon the giving of such notice, Lessee may use the Leased Premises for said purpose.

- b. If the Lessee does not use a well located on the Leased Premises for any of the gas storage purposes above, but uses a well located on other lands within one and one-half (1-1/2) miles of any point along the perimeter of the Leased Premises, Lessee shall give written notice as provided above indicating the exact location of the well and whether or not gas will be stored or held in storage on the subject Leased Premises.

7. LIABILITY:

- a. During the term of this lease, the Lessee shall, at its sole cost and expense, carry and maintain for the mutual benefit of itself and the State and Agency and anyone claiming by, through, or under the State or Agency an occurrence-based comprehensive policy of general liability insurance, including steam boiler explosion coverage, if appropriate, against claims for personal injury, wrongful death or property damage, including but not limited to underground water or surface damage and including but not limited to damage during drillings, arising directly or indirectly out of the activities of the Lessee, and occurring on or about the premises provided to the Lessee, with minimum amount of coverage of \$1,000,000.00 on account of bodily injury to or death of one person, \$3,000,000.00 on account of bodily injury to or death of more than one person as a result of any one accident or disaster, and \$3,000,000.00 on account of damage to property. Such policy of insurance shall be issued by an insurance company acceptable to the State and Agency, and shall be in a form acceptable to the State and Agency. Such policy of insurance shall bear an endorsement to the effect that the insurer agrees to notify the State and Agency not less than thirty (30) days in advance of any modifications or cancellation thereof. State, Agency and the Lessee and anyone claiming by, through, or under the State, Agency or the Lessee, shall be named as insureds under such policy of insurance. Upon the execution hereof, the Lessee shall deposit with the State and Agency a true and complete copy of such policy of insurance together with proof showing the first year's premium for such insurance policy to be paid in full. Not less than thirty (30) days prior to the termination date of such policy of insurance, the Lessee shall deposit with the State and Agency evidence satisfactory to the State and Agency of the renewal of such policy of insurance. Further, the Lessee agrees to protect and indemnify and hold harmless the State and Agency against all claims, demands, and causes of action, including but not limited to reasonable attorney's fees for the defense thereof, arising directly or indirectly out of the activities of the Lessee hereunder; and, further, including but not limited to causes of action in favor of either party's employees, agents, subcontractors, licensees, invitees, guests, or any other third party claiming personal injury, death, or property damage arising directly or indirectly out of activities of the Lessee hereunder, or equipment furnished in connection therewith. Furthermore, the Lessee shall maintain and keep in full force and effect during the term hereof a policy of automobile insurance covering personal injuries and property damages arising out of the activities of the Lessee; such policy or policies shall name the State and Agency as an insured thereunder; and, providing further that the Lessee, prior to the

commencement of activities hereunder, shall furnish the State and Agency such policy of insurance.

- b. Lessee shall protect, indemnify, and hold harmless the State and Agency against all claims, demands, and causes of action, including, but not limited to, reasonable attorney's fees for the defense thereof, arising directly or indirectly out of the Lessee's activities hereunder; and, further, including but not limited to causes of action in favor of either party's employees, agents, subcontractors, licensees, invitees, guests, or any other third party claiming personal injury, death, or property damage arising directly or indirectly out of the Lessee's activities hereunder, or equipment furnished in connection therewith.
- c. Notwithstanding anything herein to the contrary, it is agreed that the full and sole responsibility for damage and repair to the land or underground water table or system, or for pollution or contamination as a result of Lessee's activities, shall be borne by the Lessee. The Lessee shall assume all responsibility for, including control, repair, removal of any contamination, and protect and defend the State and Agency against all claims, demands, and causes of action of every kind and character arising directly or indirectly from damage to the land underground water table or system, or from pollution or contamination which originates above the surface of the land or water from spills of fuels, lubricants, motor oils, natural water-base drilling, flood and attendant cuttings, pipe dope, paints, solvents, ballast, bilge and garbage, or any hazardous substance in the possession and control of the Lessee and directly or indirectly associated with the activities of the Lessee.
- d. In the event a third party commits an act or omission that results in pollution or contamination and such third party is performing work for the Lessee, the responsibility for such act or omission shall be considered as between the State, the Agency and the Lessee to be the same as if the work was performed by the Lessee.

8. DEFAULT:

- a. If any installment of rent or royalty is not paid within the time agreed upon herein, State and/or Agency may, at its option, demand payment. If payment is not made within sixty (60) days thereafter, this lease shall become null and void at the State and/or Agency's option.
- b. If the Lessee breaches or defaults on any of the terms or conditions of this lease, and if such breach or default is not remedied within thirty (30) days after written notification has been sent by State of the breach or default, State may terminate this lease. State shall give Lessee three (3) days written notice of the termination and Lessee, or any party in possession of the premises, shall then surrender possession of the premises to the State or its authorized agent.
- c. The receipt and acceptance of rental or royalty payments after any act of forfeiture by the Lessee shall not be held to be a waiver by the State and/or Agency of its right to declare such forfeiture and cancel this lease after the payment so taken

has been earned under the terms of this lease.

9. TERMINATION:

- a. This lease may be terminated if the Leased Premises, or any part thereof, is needed for any public or quasi-public use or purpose. State shall give Lessee at least ninety (90) days written notice prior to such termination. Lessee shall remove all personal property and movable fixtures placed on the Leased Premises by Lessee, and restore the leased premises to a condition satisfactory to the Director of Administrative Services at Lessee's expense. Lessee shall have no claim against State or Agency for the value of any unexpired term of this lease, or for any costs related to the removals referred to in this paragraph.
- b. It is agreed that upon payment to the State of one dollar (\$1.00), the Lessee shall have the right to surrender this lease as to all of said premises by delivering to the State and Agency an instrument of surrender and release, and by recording such instrument, which shall be a full and legal surrender of this lease as to all of said premises and a cancellation of future liabilities under the same, of each and all parties hereto, relating in any way to the above, provided the premises are restored to a condition satisfactory to the Director of Administrative Services and including Lessee obtaining appropriate releases and consents from all necessary governmental subdivisions pertaining to the control of hazardous substances and contaminants, to the satisfaction of the Director of Administrative Services.

10. ASSIGNMENT:

This lease shall not be assigned, transferred, or sublet without the prior written consent of the Director of Administrative Services.

11. TAXES:

Lessee shall be responsible for any federal, state and/or local taxes and assessments levied against State and/or Agency resulting from this lease of the Leased Premises.

12. PERFORMANCE:

- a. In performance of all work contemplated herein, the Lessee shall be an independent operator with the authority to control and direct the performance of the details of the work. The work contemplated herein shall meet the approval of State and Agency and shall be subject to the general right of inspection to secure the satisfactory performance thereof. The Lessee and all subcontractors, agents, and employees thereof shall comply with all laws, rules, and regulations which may now or hereafter apply to same and to all personnel engaged in operations covered by this contract and accruing out of the performance of such operations. In this connection, the Lessee shall, prior to the commencement of any work, provide to the State and Agency appropriate certificates indicating appropriate coverages under Ohio's Workers' Compensation Law and/or other evidence of employer's liability insurance, in a form satisfactory to the State and Agency.



- b. Lessee agrees that during the term of this lease that no employee or applicant for employment by Lessee will be unlawfully discriminated against because of race, color, religion, sex, sexual orientation, or national origin. Lessee will insure that applicants for employment are employed, and that its employees are treated during such employment, without regard to their race, color, religion, sex or natural origin. Lessee shall comply with the provisions of an applicable affirmative action laws, rules or regulations or promulgated by the State of Ohio.

13. NOTICES:

All notices, demands, requests, consents, approvals and other instruments required or permitted to be given pursuant to the terms of this lease shall be in writing and shall be deemed to have been properly given if hand-delivered or sent by U. S. registered or certified mail, postage paid, (a) with respect to State, addressed to:

Ohio Department of Administrative Services  
General Services Division  
Office of Real Estate and Planning  
4200 Surface Road  
Columbus, Ohio 43228-1395  
Attention: Real Estate Administrator

and additional copies addressed to:

Youngstown State University  
One University Plaza  
Youngstown, Ohio 44555  
Attention: President

and

Ohio Valley Energy Systems Corp.  
200 Victoria Road, Building 4  
Austintown, Ohio 44515  
Attention: President

State, Agency and Lessee shall each have the right from time to time to specify as its address for purposes of this easement any other address in the United States of America upon giving of 15 days notice thereof, similarly given, to the other party.

14. TITLE INDEMNITY

Lessee shall conduct a title examination to satisfy itself that the Leased Premises is not encumbered by reserved rights or other restrictions or limitations of record which would materially affect the rights granted to Lessee hereunder. Lessee shall hold State and Agency harmless from any defects in the quality of title to the Leased Premises.

15. REMEDIES CUMULATIVE

All rights and remedies granted under the Lease shall be cumulative, and shall not exclude any other rights or remedies provided for herein or allowed or afforded by law or equity.

16. WAIVER

The failure of any party to insist upon the strict performance of any of the covenants or conditions of this Lease, or to declare a breach for any violation thereof, or to exercise any options conferred upon him hereunder, shall not be construed as a waiver of relinquishment of the future right to insist upon the strict compliance with all the covenants, agreements, and conditions hereof, or of its right to exercise said option, or to declare a breach for the violation of such condition or agreement if the violation be continued or repeated.

17. SEVERABILITY

If any provision or clause of this Lease, or application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provision or applications of this Lease which can be given effect without the invalid provisions or applications, and to this end the provisions of the Lease is declared to be severable.

18. CAMPAIGN CONTRIBUTIONS

Lessee hereby certifies that all applicable parties listed in Division (I) (3) or (J) (3) of O.R.C. Section 3517.13 are in full compliance with Divisions (I) (1) and (J) (1) of O.R.C. Section 3517.13.

19. ETHICS COMPLIANCE

In accordance with Executive Order 2007-01S, Lessee, by signature on this Lease, certifies that it: (1) has reviewed and understands Executive Order 2007-01S, (2) has reviewed and understands the Ohio ethics and conflicts of interest laws, and (3) will take no action inconsistent with those laws and this order. This Lessee understands that failure to comply with Executive Order 2007-01S is, in itself, grounds for termination of this Lease and may result in the loss of other leases/contracts with the State of Ohio.

20. PREVAILING WAGE

Lessee shall comply with the applicable provisions of Ohio Revised Code Chapter 4115 as well as Ohio Administrative Code Chapter 4101:9-4 relating, but not limited to, the payment of prevailing wage. In situations where the Lessee is preparing the Leased Premises and construction/preparation is considered a public improvement as set forth in Ohio Revised Code Section 4115.03 (C), the Lessee shall designate a prevailing wage coordinator as set forth in Ohio Revised Code Section 4115.071 to perform the functions designated in that section including, but not limited to, maintaining files of certified payrolls of all contractors and subcontractors on the project. The State reserves the right to audit the certified payroll records of any and all contractors and subcontractors.

21. DRUG FREE WORKPLACE

Lessee agrees to comply with all applicable federal, state and local laws regarding smoke-free and drug-free work places and shall make a good faith effort to ensure that none of its employees or permitted contractors engaged in the work permitted hereunder purchase, transfer, use, or possess illegal drugs or alcohol, or abuse prescription drugs in any way.

22. ENTIRE AGREEMENT

This Lease contains the entire agreement between the parties hereto and shall not be modified, amended or supplemented, or any rights herein waived, unless specifically agreed upon in writing by the parties hereto.

23. CONTROLLING LAW

This Lease and the rights of the parties hereunder shall be governed, construed, and interpreted in accordance with the laws of the State of Ohio and only Ohio courts shall have jurisdiction over any action or proceeding concerning this Lease and/or performance hereunder.

24. DECLARATION OF MATERIAL ASSISTANCE

In accordance with Ohio Revised Code Section 2909.33(C), Lessee certifies that it meets one of the following conditions:

(a) Lessee has not received, nor will it receive as a result of this Lease, an aggregate amount greater than one hundred thousand dollars (\$100,000.00) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year;

or

(b)(1) Lessee has received, or will receive as a result of this Lease, an aggregate amount greater than one hundred thousand dollars (\$100,000.00) in business or funding, excluding personal benefits, from the state, instrumentalities, or political subdivisions during the current fiscal year.

and,

(2) Lessee has either precertified with the Office of Budget and Management, or has completed the provided Declaration of Material Assistance form as directed, certifying that Lessee has not provided material assistance to any organization on the Terrorist Exclusion List, as that term is defined in R.C. 2909.21

IN AGREEMENT WITH TERMS AND CONDITIONS:

**FOR YOUNGSTOWN STATE UNIVERSITY:**

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
David C. Sweet  
President of Youngstown State University

THE STATE OF OHIO  
LESSOR

BY: \_\_\_\_\_  
TED STRICKLAND  
Governor of Ohio

By: \_\_\_\_\_  
\_\_\_\_\_  
Director of Administrative Services or  
Signatory Designee  
Statutory Agent, RC 123.01(A)(9)

ACKNOWLEDGMENT

State of Ohio, Franklin County, ss:

On this \_\_\_\_\_ day of \_\_\_\_\_, before me personally appeared \_\_\_\_\_, who signed Hugh Quill, Director of the Department of Administrative Services, followed by his/her initials, pursuant to delegation authority granted by Director Hugh Quill. In addition, \_\_\_\_\_ acknowledges that he/she is executing the foregoing document on behalf of the Department of Administrative Services voluntarily.

\_\_\_\_\_  
Notary Public, State of Ohio  
My Commission Expires \_\_\_\_\_

APPROVED AS TO FORM:  
Ohio Attorney General

BY: \_\_\_\_\_  
Gary R. Taylor  
Assistant Section Chief, Business Counsel Section

DATE: \_\_\_\_\_

**OHIO VALLEY ENERGY SYSTEMS CORP.**  
**LESSEE**

BY: \_\_\_\_\_  
Authorized Signature

TITLE \_\_\_\_\_

**ACKNOWLEDGEMENT**

STATE OF OHIO: )  
COUNTY OF \_\_\_\_\_ ) ss:

BEFORE ME, a Notary Public in and for said County and State, personally appeared, \_\_\_\_\_ who acknowledged that he did sign the foregoing instrument on behalf of said entity, and that the same is his free act and deed individually and as such officer for the uses and purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and official seal at \_\_\_\_\_, Ohio, this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Notary Public  
My Commission Expires \_\_\_\_\_

This instrument was prepared by the Ohio Department of Administrative Services, General Services Division, Office of Real Estate and Planning, 4200 Surface Road, Columbus, Ohio 43228-1395.

**EXHIBIT A**

Situated in the Township of Liberty, County of Trumbull and State of Ohio.

Situated in the north part of Great Lot #8 of Liberty Township, Trumbull County, Ohio, and bounded and described as follows:

Beginning at the northeast corner of The Churchill Coal Company plat which is recorded in Plat Book #3, Page 47, Trumbull County Records of Plats; thence S  $1^{\circ} 08-1/2'$  W along the east line of said Plat 984.5 feet to the southeast corner of said plat; thence N  $87^{\circ} 53-1/2'$  W along the south line of lots 18 and 9 in said plat 833.3 feet to the southwest corner of Lot #9; thence N  $1^{\circ} 08-112'$  E 526.8 feet to the northwest corner of Lot #13; thence S  $89^{\circ} 22-112'$  E on the north side of Lot #13 a distance of 100 feet; thence N  $1^{\circ} 08-1/2'$  E 435.5 feet to the northwest corner of Lot #7; thence S  $89^{\circ} 22-112'$  E 733 feet to the place of beginning, containing within said bounds 17.6 acres of land which includes all of the lots numbers 1-2-3-4-5-6-7-9-10-11-12-13-14-15-16-17-18 of the Churchill Coal Company's Plat; together with such rights, if any, as were created by vacation of Roadway by resolution of the Commissioners of Trumbull County adopted July 25, 1951, recorded at 4 Journals 133 of Trumbull County.

Being premises conveyed to Youngstown College by deed of Arnold D. Stambaugh dated March 2, 1950, recorded at Volume 555, Page 6 of Trumbull County Deed Records.



**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

None.							
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**May 2009**

None.							
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**June 2009**

None.							
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**PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

Ms. Erica Chung	F/C	Replacement \$32,624	Asst. Athletic Trainer	Athletics	4/12/09 - 6/30/10	\$32,624 1.0 FTE	
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**May 2009**

Mr. Sudipti Gupta	F/A	New \$28,000	Research Fellow	Chemistry	5/11/09-6/30/10	\$28,000 1.0 FTE	Ext. Funded
Mr. Guilin Mao	M/A	New \$40,000	Research Fellow	Physics & Astronomy	5/11/09-6/30/10	\$40,000 1.0FTE	Ext. Funded
Ms. Janice Schnall	F/C	New \$23,400	Special Projects Assistant	Office of the President	5/1/09-10/31/09	\$23,400 1.0 FTE	Temporary

**June 2009**

Mr. William Spencer	M/C	Replacement \$57,000	Staff Architect	Facilities	6/15/09-6/30/10	\$57,000 1.0 FTE	
Ms. Angeline Harris	F/B	Replacement \$38,976	Program Coordinator	Metro College	6/8/09 - 6/30/10	\$38,976 1.0 FTE	
Ms. Phyllis Johnson	F/C	New \$60,000	Partnership Internship Coordinator	Social Work	6/1/09 - 6/30/10	\$30,000 .5 FTE	Ext. Funded

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY**

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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**April 2009**

None.							
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**May 2009**

Ms. Laura Robich	F/C	Replacement \$15.48	Administrative Asst. 1	SMARTS	5/4/2009	\$19,319 .5 FTE	Part Time
Mr. Michael Thornburg	M/C	Replacement \$18.35	Delivery Worker	Support Services	5/10/2009	\$38,168 1.0 FTE	Promotion

**June 2009**

None.							
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**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
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**RETIREMENTS:**

Dr. Brendan Minogue	M/C	Faculty	Professor	Philosophy & Religious Studies	5/16/2009	\$98,674	
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**SEPARATIONS:**

Ms. Bertha Royster	F/B	Classified	Library Media Tech Asst 2	MAAG Library	4/1/2009	\$14.68	Assignment Ended
Dr. Peter HappelChristian	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$50,472	Resigned
Dr. Roy Mimna	M/C	Faculty	Associate Professor	Mathematics	6/30/2009	\$62,135	Resigned
Mr. Joseph Edwards	M/C	P/A	Interim Dean	Fine & Performing Arts	6/30/2009	\$130,000	Assignment Ended
Mr. John Ryan	M/C	P/A	HR Operations Manager	Rich Center	6/30/2009	\$37,688	Non-renewal
Ms. Norma Stefanec	F/C	P/A	Research Associate	Center for Urban Studies	6/30/2009	\$43,916	Non-renewal
Mr. Craig Cicero	M/C	P/A	Lead Instructional Specialist	Rich Center	6/28/2009	\$24,507	Resigned

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
<b>SEPARATIONS:</b>							
Mr. Joshua Mays	M/C	P/A	Housing Coordinator	Housing	6/30/2009	\$26,725	Resigned
Mr. Michael Zordich	M/C	P/A	Asst. Football Coach	Athletics	6/5/2009	\$40,000	Resigned
Ms. Kelly Price	F/C	P/A	Asst. Dir. First Year Students	Center for Student Progress	6/4/2009	\$44,121	Resigned
<b>Temporary Appointment Ended:</b>							
Mr. Christopher Barzak	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Mr. Randall Benner	M/C	Faculty	Instructor	Health Professions	5/15/2009	\$53,005	
Ms. Lori Carlson	F/C	Faculty	Instructor	Mathematics	5/15/2009	\$48,895	
Mr. Daniel Coyne	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$55,787	
Ms. Cynthia Daniles	F/B	Faculty	Instructor	Nursing	5/15/2009	\$45,639	
Ms. Christine Dennison	F/C	Faculty	Instructor	Marketing	5/15/2009	\$44,453	
Mr. John George	M/C	Faculty	Assistant Professor	School of Technology	5/15/2009	\$56,925	
Mr. Daryl Gross	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$41,400	
Ms. Jolien Helsel	F/C	Faculty	Assistant Professor	Economics	5/15/2009	\$51,768	
Mr. William Hrinko	M/C	Faculty	Instructor	School of Technology	5/15/2009	\$55,890	
Mr. Edmund Ickert	M/C	Faculty	Instructor	CSIS	5/15/2009	\$50,962	
Ms. Jaietta Jackson	F/B	Faculty	Instructor	Communications	5/15/2009	\$40,626	
Ms. Madalyn Janosik	F/C	Faculty	Instructor	Nursing	5/15/2009	\$61,799	
Ms. Jill McCullough	F/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,117	
Ms. Colleen McLean	F/C	Faculty	Instructor	Envir. Sciences	5/15/2009	\$38,485	
Ms. Renee McManus	F/C	Faculty	Instructor	Nursing	5/15/2009	\$53,418	
Ms. Dorian Mermer	F/C	Faculty	Instructor	Communications	5/15/2009	\$40,626	
Ms. Kathleen Mumaw	F/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,042	
Ms. Barbara O'Connor	F/C	Faculty	Assistant Professor	Teacher Education	5/15/2009	\$50,972	
Ms. Cathy Parrot	F/C	Faculty	Assistant Professor	Physical Therapy	5/15/2009	\$82,538	
Mr. Thomas Pittman	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Mr. David Politzer	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$50,972	

**YOUNGSTOWN STATE UNIVERSITY  
PERSONNEL ACTIONS  
APRIL 1, 2009 - JUNE 30, 2009**

**SEPARATIONS**

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS
<b>SEPARATIONS:</b>							
Mr. Jack Reichert	M/C	Faculty	Instructor	Biological Sciences	5/15/2009	\$44,541	
Ms. Sueann Rendano	F/C	Faculty	Instructor	Nursing	5/15/2009	\$48,351	
Ms. Molly Roche	F/C	Faculty	Instructor	Nursing	5/15/2009	\$48,351	
Mr. Kurt Roscoe	M/C	Faculty	Assistant Professor	Art	5/15/2009	\$56,925	
Mr. Guy Shebat	M/C	Faculty	Instructor	English	5/15/2009	\$38,485	
Ms. Cynthia Shields	F/C	Faculty	Instructor	Nursing	5/15/2009	\$53,418	
Ms. Mary Shortreed	F/C	Faculty	Instructor	Nursing	5/15/2009	\$44,117	
Mr. Frank Sole	M/C	Faculty	Instructor	Management	5/15/2009	\$40,931	
Ms. Kathryn Tessmer	F/C	Faculty	Assistant Professor	HPES	5/15/2009	\$52,153	
Ms. Bonnie Thompson	F/C	Faculty	Instructor	Nursing	5/15/2009	\$44,117	
Ms. Cynthia Vigliotti	F/C	Faculty	Instructor	English	5/15/2009	\$39,685	
Mr. Michael Villano	M/C	Faculty	Instructor	Accounting & Finance	5/15/2009	\$44,117	
Ms. Donna Walsh	F/C	Faculty	Instructor	Marketing	5/15/2009	\$40,365	
Mr. Robert Wardle	M/C	Faculty	Instructor	Criminal Justice	5/15/2009	\$39,295	
Ms. Amy Weaver	F/C	Faculty	Instructor	Nursing	5/15/2009	\$45,639	
Ms. Karla Wyant	F/C	Faculty	Instructor	Social Work	5/15/2009	\$40,934	
Mr. Mark Zetts	M/C	Faculty	Instructor	Human Ecology	5/15/2009	\$52,332	
Mr. Larry Zielke	M/C	Faculty	Instructor	Management	5/15/2009	\$50,449	
<b>Non-Renewals:</b>							
Ms. Janice Chebra	F/C	Faculty	Assistant Professor	Human Ecology	5/15/2009	\$49,248	
Ms. Melva Huebert	F/C	Faculty	Assistant Professor	Dana	5/15/2009	\$50,389	
Mr. Mark Roberts	M/C	Faculty	Instructor	CSIS	5/15/2009	\$45,157	
Mr. Paul Rohrbaugh	M/C	Faculty	Instructor	Educ. Leadership	5/15/2009	\$40,193	
Ms. Carol Staten	F/B	Faculty	Instructor	Counseling	5/15/2009	\$37,184	
Mr. William Sterner	M/C	Faculty	Assistant Professor	Counseling	5/15/2009	\$49,248	

\*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.

**UNIVERSITY GUIDEBOOK**

Title of Policy: **Leave Without Pay, Exempt Professional/Administrative Staff & Department Chairpersons**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* March 1998; August 2009

Resolution Number(s): YR 1998-16/57; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: August 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:**

- Employee must be in professional/administrative status and exempted from collective bargaining. Employees covered by collective bargaining should refer to their respective labor agreement.
- Chairpersons of academic departments are covered by this policy.
- Individuals may be granted Leave Without Pay, for periods ranging from one week to one year, to secure additional formal education or training, or other appropriate professional experience, when such training or experience will serve to enhance the individual's contribution to the University. Arrangements acceptable to the division head must be made to cover the employee's duties during the period of absence.
- Upon approval by the appropriate division head, individuals may be granted Leave Without Pay for personal reasons for a period of up to one year, when the individual's services can be spared.

**Agenda Item F.4.b.**

**Exhibit L**

- Employees on Leave Without Pay shall have the option of maintaining the University's group insurance benefits by paying the university group rate for the coverage in effect at the time of the leave.

**Procedures:**

1. Exempted Professional/Administrative staff and/or department chairperson considering a leave without pay should first discuss their interests with their immediate superior. This preliminary discussion should include reasons for the leave, length of the leave, anticipated workload during the course of the leave, and potential methods of redistributing the workload.
2. If there is agreement that the leave might be pursued, the supervisor will alert the appropriate administrative and/or executive officer to that possibility.
3. A formal request for Leave Without Pay shall be submitted in writing to the individual's supervisor as far in advance as possible. This written request should specify the reason for the leave, the anticipated duration of the leave, and a suggested method of redistributing the workload.
4. If the supervisor supports the request for a leave, an endorsed copy of the request is forwarded. This process continues until the request, with appropriate endorsements, is forwarded to the executive officer of the division in which the individual is employed.
5. Final approval for granting requests of Leave Without Pay is the responsibility of the executive officer of the division in which the individual is employed.
6. Once a Leave Without Pay request has been approved it is forwarded to the Executive Director of Human Resources for implementation.

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Leave Without Pay, Exempt Professional/Administrative Staff  
& Department Chairpersons**

Developed by: <b>Jean R. Wainio</b>	Authorized by: <b>G. L. Mears</b>
Title: <del>Interim</del> Director	Title: Executive Vice President
Human Resources	Date: <del>June, 1998</del>
Date: March, 1998	<b>EFFECTIVE: <del>June 26, 1998</del> September 2009</b>
Revised: August 2009	

**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 - 16/57 YR 2010 -

**Parameters:**

- Employee must be in professional/administrative status and exempted from collective bargaining. Employees covered by collective bargaining should refer to their respective labor agreement.
- Chairpersons of academic departments are covered by this policy.
- Individuals may be granted Leave Without Pay, for periods ranging from one week to one year, to secure additional formal education or training, or other appropriate professional experience, when such training or experience will serve to enhance the individual's contribution to the University. ~~Suitable arrangements~~ Arrangements acceptable to the division head must be made to cover the employee's duties during the period of absence.
- ~~Individuals~~ Upon approval by the appropriate division head, individuals may be granted Leave Without Pay for personal reasons for a period of up to one year, when the individual's services can be spared.
- Employees on Leave Without Pay shall have the option of maintaining the University's group insurance benefits by paying the university group rate for the coverage in effect at the time of the leave.



**Procedures:**

1. Exempted Professional/Administrative staff and/or department chairperson considering a leave without pay should first discuss their interests with their immediate superior. This preliminary discussion should include reasons for the leave, length of the leave, anticipated workload during the course of the leave, and potential methods of redistributing the workload.
2. If there is agreement that the leave might be pursued, the supervisor will alert the appropriate administrative and/or executive officer to that possibility.
3. A formal request for Leave Without Pay shall be submitted in writing to the individual's supervisor in as far in advance as possible. This written request should specify the reason for the leave, the anticipated duration of the leave, and a suggested method of redistributing the workload.
4. If the supervisor supports the request for a leave, an endorsed copy of the request is forwarded. This process continues until the request, with appropriate endorsements, is forwarded to the Provost or Vice President executive officer of the division in which the individual is employed.
5. Final approval for granting requests of Leave Without Pay is the responsibility of the Provost or Vice President executive officer of the division in which the individual is employed.
6. Once a Leave Without Pay request has been approved it is forwarded to the Executive Director of Human Resources for implementation.

**UNIVERSITY GUIDEBOOK****Title of Policy: Staff Development Leave, Exempted Professional/Administrative Staff**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* October 1998; July 2009

Resolution Number(s): YR 1998-16/1999-30; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: July 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:** Staff Development Leaves offer members of the exempted Professional/Administrative staff opportunities for professional growth and development that are related to the individual's position at the University and serve to enhance the recipient's professional contributions to the University. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- Full-time exempted professional/administrative staff may be granted a staff development leave for a period of up to three months. The leave may be extended, if it is determined by the executive officer to whom the individual reports to be in the best interest of the University. Leave recipients remain in full-pay and benefits status while on leave.
- The University may grant up to two staff development leaves each year to the exempted professional/administrative staff.

**Agenda Item F.4.c.  
Exhibit M**

- A leave recipient is required to return to the University for a minimum of one-year following completion of the leave.
- Employees covered by collective bargaining should refer to their respective labor agreement.
- Academic Department Chairpersons should refer to policy 1008.01, Sabbatical Leave for Department Chairpersons.

**Procedures:**

1. Each January notice of the availability of staff development leaves will be communicated to exempt professional/administrative staff.
2. Applicants for staff development leave must submit a request in writing to the supervisor for review by the submission deadline date.
3. The supervisor will forward a recommendation to accept or reject the request to the executive officer to whom the individual reports.
4. The executive officers will consult to identify the one or two requests that will be granted for the year, and will forward the recommendation(s) to the Office of Human Resources.
5. All applicants will be notified regarding their application.
6. Within sixty days after completion of the leave, the employee shall submit a written report of the leave activities to the appropriate executive officer.
7. Annually the Internal Affairs Committee of the Board of Trustees will be provided a report of all staff development leaves granted.

**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Staff Development Leave, Exempted Professional/  
Administrative Staff**

Developed by: <u>Human Resources</u> <del>Jean R. Wainio</del>	Authorized by: <u>Eugene Grilli</u> <del>G. L. Mears</del>
Title: <u>Interim Executive Director</u>	Title: <u>Executive Vice President</u> <u>Finance &amp; Administration</u>
<u>Human Resources</u>	<b>EFFECTIVE: <u>Sept 2009</u><del>12-11-98</del></b>
Date: <u>October, 1998</u>	
Revised: <u>July-August 26, 2009</u> <del>2009</del>	

**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 - 30 YR 2010 -

**Scope:** Staff Development Leaves offer members of the exempted Professional/Administrative staff opportunities for ~~with~~ professional growth and development ~~opportunities~~ that are related to the individual's position at the University and serve to enhance the recipient's professional contributions to the University. Other employees covered by collective bargaining may refer to their respective labor agreement.

**Parameters:**

- ~~Full-time~~ exempted professional/administrative staff may be granted a staff development leave for a period of up to three months. The leave may be extended, if it is determined by the Provost executive officer to whom the individual reports. ~~or appropriate Vice President~~ to be in the best interest of the University.
- Leave recipients remain in full-pay and benefits status while on leave.
- The University may grant up to two staff development leaves each year to the exempted professional/administrative staff.
- A leave recipient is required to return to the University for a minimum of one-year following completion of the leave.

- Employees covered by collective bargaining should refer to their respective labor agreement.

NUMBER  
**7002.06**

PAGE 2 of 2

- Academic Department Chairpersons should refer to policy 1008.01, Sabbatical Leave for Department Chairpersons.

**Procedures:**

1. Each January notice of the availability of staff development leaves will be communicated to exempt professional/administrative staff.
2. Applicants for staff development leave must submit a request in writing to the supervisor for review by the submission deadline date.
3. The supervisor will forward a recommendation to accept or reject the request to the Provost or appropriate Vice President executive officer to whom the individual reports.
4. The Provost and Vice Presidents executive officers will consult to identify the one or two requests that will be granted for the year, and will forward the recommendation(s) to the Office of Human Resources.
5. All applicants will be notified regarding their application.
6. Within sixty days after completion of the leave, the employee shall submit a written report of the leave activities to the Provost or appropriate Vice President executive officer.
7. Annually the Internal Affairs Committee of the Board of Trustees will be provided a report of all staff development leaves granted.

**UNIVERSITY GUIDEBOOK**

Title of Policy: **Classified Civil Service Employees**

Responsible Division/Office: Finance and Administration (Human Resources)

Approving Officer: Vice President/Finance and Administration

*Revision History:* February 1999; August 2009

Resolution Number(s): YR 1999-113; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: August 2012

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

**Parameters:**

- Under the provisions of Ohio law, employees of Youngstown State University, except students, faculty, and professional/administrative staff, are appointed under the state classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the Vice President for Finance/Administration to the Executive Director of Human Resources.

**Procedures:**

1. Recruitment to fill classified positions must be authorized by the Executive Director of Human Resources. Recruitment activities must conform to the Affirmative Action procedures (2001.02).
2. Classified staff are employed in full-time, permanent part-time, temporary, emergency, or intermittent capacities.
3. The executive officers authorize the filling of positions in the divisions.

4. The Executive Director of Human Resources extends the official offer of employment upon the recommendation of the department chairperson or unit director with the concurrence of the executive officer.
5. Types of appointments and terms and conditions of employment of classified civil service staff, not exempt from collective bargaining, are outlined in the *Agreement between the University and the Youngstown State University Chapter of the Association of Classified Employees* or the *Agreement between Youngstown State University and the YSU Law Enforcement Employees* (represented by Fraternal Order of Police).



**REDLINE VERSION**  
**UNIVERSITY GUIDEBOOK**

**Subject: Classified Civil Service Employees**

Developed by: <u>Jean R. Wainio</u>	Authorized by: <u>G. L. Mears</u>
Title: <del>Interim Executive</del> Director Human Resources	Title: Vice President Finance & Admin
Date: February, 1999	<b>EFFECTIVE: <del>June 11, 1999</del> <u>Sept 2009</u></b>
Revised: <u>August 2009</u>	

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

RESOLUTION NUMBER: YR 1999 – 113 YR 2010 -

**Parameters:**

- Under the provisions of Ohio law, employees of Youngstown State University, except students, faculty, and professional/administrative staff, are appointed under the state classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the ~~Executive~~ Vice President for Finance/Administration to the ~~Chief Human Resources officer.~~ Executive Director of Human Resources.

**Procedures:**

1. Recruitment to fill classified positions must be authorized by the Executive Director of Human Resources.—Recruitment activities must conform to the Affirmative Action procedures (2001.02).
2. Classified staff are employed in full-time, permanent part-time, temporary, emergency, or intermittent capacities.
3. The ~~Provost or executive officers~~ authorizes the filling of positions in the divisions.
4. The Executive Director of Human Resources extends the official offer of employment upon the recommendation of the department chairperson or unit director with the concurrence of the ~~Provost or executive officer.~~

5. Types of appointments and terms and conditions of employment of classified civil service staff, not exempt from collective bargaining, are outlined in the *Agreement between the University and the Youngstown State University Chapter of the Association of Classified Employees* or the *Agreement between Youngstown State University and the YSU Law Enforcement Employees* (represented by Fraternal Order of Police).

## UNIVERSITY GUIDEBOOK

Title of policy: **Conduct on Campus/Persona Non Grata**

Responsible Division(s): Finance and Administration; Student Affairs

Approving Officer(s): Vice President/Finance and Administration  
Vice President/Student Affairs

*Revision History:* June 1999; September 2009

Resolution Number(s): YR 2000-25; YR 2010-

Board Committee: Internal Affairs

EFFECTIVE DATE: September 25, 2009

Next review: September 2012

**Policy:** To maintain an effective learning, living, and working environment, it is essential that all employees, students, and visitors conduct themselves in a courteous, responsible, and law-abiding manner.

**Definitions** for purposes of this policy:

Employee - Any person on active employment status at the University.

Student - Any person currently registered for classes.

Visitor - Any person who is not a student nor an employee

Persona Non Grata: A person who has exhibited behavior that has been deemed detrimental to the university community and who is thus no longer permitted to be present on university property.

Detrimental Behavior: "Behavior that has been deemed detrimental to the University community" includes but is not limited to:

1. Obstruction or disruption of teaching, research, administration, disciplinary proceedings, or other official University activities.
2. Obstruction of the free-flow of pedestrian or vehicle traffic.
3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.
4. Unauthorized entry to, or use of, the building and grounds of the University.
5. Failure to comply with directions of University officials, YSU Police, or other law enforcement officers acting in performance of their duties, and failure to identify one's self to these persons when requested to do so.
6. Unauthorized use, possession, or distribution of narcotic or illegal drugs or alcoholic beverages.
7. Illegal or unauthorized possession or use of firearms, explosives, other weapons, dangerous chemicals, or fire extinguishers.
8. Theft of, or damage to, property of the University, a member of the University community, or a campus visitor.
9. Disorderly conduct; breach of the peace; aiding, abetting, or procuring another to breach the peace; or lewd, indecent, or obscene conduct or expression.
10. Any act of violence such as arson, assault, and/or homicide.
11. Violation of other University regulations and applicable city, state, or federal laws.

**Parameters:**

- These regulations are in no way intended to limit or restrict the Constitutional guarantees of freedom of speech and peaceful assembly.
- These regulations are designed to comply with the mandates of Section 3345.21 of the *Ohio Revised Code*.
- Violators of these regulations may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline which may include suspension or expulsion if a student, or suspension or termination if an employee and/or designation as persona non grata. When applicable, disciplinary action shall be conducted in accordance with Sections 3345.22 and 3345.23 of the *Ohio Revised Code*.

- YSU Police may be called upon to assist in the enforcement of these regulations and other regulations designed to preserve good order on the campus and to prevent disruption of the educational functions of the University.
- If necessary, the President, or designee, may seek the assistance of other appropriate law enforcement agencies.
- Violations of this policy by students are subject to procedures found in the *Code of Student Rights, Responsibilities, and Conduct (The Code)*.
- Employees covered by collective bargaining should refer to their respective agreement for additional information.
- The following Board policies address other forms of misconduct that may result in penalties in addition to those covered in this policy:
  - Board Policy 1013.01—Research, Grants, and Sponsored Programs
  - Board Policy 1014.01—Integrity in Research - Use of Human Participants
  - Board Policy 1015.01—Integrity in Research - Use and Care of Animals
  - Board Policy 1016.01—Scientific Misconduct
  - Board Policy 1017.01—Objectivity in Research - Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research
  - Board Policy 2002.01—Equal Opportunity Discrimination Complaint Procedures
  - Board Policy 2003.01—Discrimination/Harassment
  - Board Policy 4009.01—Use of University Computing Resources
  - Board Policy 9006.01—Professional Conduct of Faculty, Department Chairs, and Professional/Administrative Employees.

**Procedures:**

The following procedures apply to those situations in which an individual's behavior may result in determination of persona non grata status.

1. **Notice** – An individual accused of behavior detrimental to the University community shall be served with notice that such behavior is not acceptable and may result in a determination of persona non grata status.
  - a. The warning notice shall contain:
    - Name and last known address of the individual
    - The date, time and location of a hearing before a hearing panel along with the date by which the individual must contact the University General Counsel to confirm attendance at the hearing.

- A statement that failure to confirm attendance with the University General Counsel within the specified time limit may result in a determination as to persona non grata status being made without the accused individual being present.
  - A statement that the individual is on temporary persona non grata status at the University until the date and time, and pending the outcome, of the hearing referenced above.
- b. The notice may be issued only by the University President, or Vice Presidents. All notices must be reviewed by the University General Counsel before they are sent or delivered.
2. **Hearing:** A hearing will be held at the time, date, and location specified in the warning notice. All hearings will be held in private. The hearing panel will be comprised of three individuals. At the hearing the individual accused of behavior detrimental to the university will be presented with the evidence against him/her and be the opportunity to respond. The accused individual may be accompanied by another individual who may serve in an advisory capacity.
3. **Finding and Notification:** Written notification of the finding of the hearing panel shall occur within five business days of the hearing. If the finding is that the individual is deemed to be persona non grata, the notification will indicate whether the time period is specified or permanent.
4. The restrictions imposed by persona non grata status shall take effect upon receipt of the notification.
5. The University police are to be informed and are authorized to enforce the sanction of persona non grata. Others will be informed as appropriate.
6. Any person determined to be a persona non grata who violates the sanction imposed shall be deemed a trespasser and prosecuted accordingly.
7. **Review:**
- a. A written request for review may be made to the President or his/her designee at any time after a determination of persona non grata status.
  - b. The review shall be limited to an examination of procedural errors which may have occurred in the process or an examination of new evidence which became available after the finding.
  - c. The persona non grata status shall remain in effect pending the decision on the review.
  - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
  - e. The decision shall be final.

**UNIVERSITY GUIDEBOOK**

**Subject: Conduct on Campus/Persona Non Grata**

Developed by: <b>Jean R. Wainio</b>	Authorized by: <b>G. L. Mears</b>
Title: <b>Interim Executive Director</b>	Title: <b>Executive Vice President</b>
<b>Human Resources</b>	<b>EFFECTIVE: September 10, 1999</b>
Date: <b>June, 1999</b>	<b>September 25, 2009</b>

**Policy:** To maintain an effective learning, living, and working environment, it is essential that all employees, students, and visitors conduct themselves in a courteous, responsible, and law-abiding manner.

Definitions for purposes of this policy:

Employee-Any person on active employment status at the University.

Student- Any person currently registered for classes.

Visitor—Any person who is not a student nor an employee

Persona Non Grata: A person who has exhibited behavior that has been deemed detrimental to the university community and who is thus no longer permitted to be present on university property.

Detrimental Behavior: “Behavior that has been deemed detrimental to the University community” includes but is not limited to:

~~In achieving this goal, the following behaviors are prohibited on property owned or controlled by the University:~~

1. Obstruction or disruption of teaching, research, administration, disciplinary proceedings, or other official University activities.
2. Obstruction of the free-flow of pedestrian or vehicle traffic.
3. ~~Physical or verbal abuse or conduct which threatens or endangers the health or safety of any person.~~ Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct that threatens or endangers the mental or physical health or safety of any person.



4. Unauthorized entry to, or use of, the building and grounds of the University.
5. Failure to comply with directions of University officials, YSU Police, or other law enforcement officers acting in performance of their duties, and failure to identify one's self to these persons when requested to do so.
6. Unauthorized use, possession, or distribution of narcotic or illegal drugs or alcoholic beverages.
7. Illegal or unauthorized possession or use of firearms, explosives, other weapons, dangerous chemicals, or fire extinguishers.
8. Theft of, or damage to, property of the University, a member of the University community, or a campus visitor.
9. Disorderly conduct; breach of the peace; aiding, abetting, or procuring another to breach the peace; or lewd, indecent, or obscene conduct or expression.
10. Any acts of violence such as arson, assault, and/or homicide.; ~~intimidation, etc.~~
11. Violation of other University regulations and applicable city, state, or federal laws.

RESOLUTION NUMBER: YR 2000 - 25

**Parameters:**

- These regulations are in no way intended to limit or restrict the Constitutional guarantees of freedom of speech and peaceful assembly.
- These regulations are designed to comply with the mandates of Section 3345.21 of the *Ohio Revised Code*.

**Procedures:**

- Violators of these regulations may be ejected from University-owned or controlled property and subject to criminal prosecution and/or University discipline which may include suspension or expulsion if a student, or suspension or termination if an employee and/or designation as persona non grata. When applicable, disciplinary action shall be conducted in accordance with Sections 3345.22 and 3345.23 of the *Ohio Revised Code*.
- YSU Police may be called upon to assist in the enforcement of these regulations and other regulations designed to preserve good order on the campus and to prevent disruption of the educational functions of the University.

- If necessary, the President, or designee, may seek the assistance of other appropriate law enforcement agencies.
- Violations ~~to~~ of this policy by students are subject to procedures found ~~Additional regulations applicable to students may be found~~ in the *Code of Student Rights, Responsibilities, and Conduct (The Code)*.
- Employees covered by collective bargaining should refer to their respective agreement for additional information.
- The following Board policies address other forms of misconduct that may result in penalties in addition to those covered in this policy:
  - Board Policy 1013.01—Research, Grants, and Sponsored Programs
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  - Board Policy 1015.01—Integrity in Research - Use and Care of Animals
  - Board Policy 1016.01—Scientific Misconduct
  - Board Policy 1017.01—Objectivity in Research - Avoidance of Conflicts of Interest and/or Commitment in Sponsored Research
  - Board Policy 2002.01—Equal Opportunity Discrimination Complaint Procedures
  - Board Policy 2003.01—Discrimination/Harassment
  - Board Policy 4009.01—Use of University Computing Resources
  - Board Policy 9006.01—Professional Conduct of Faculty, Department Chairs, and Professional/Administrative Employees.

#### **Procedures:**

The following procedures apply to those situations ~~where~~ in which an individual's behavior may result in determination of persona non grata status.

1. **Notice** – An individual accused of behavior detrimental to the University community shall be served with notice that such behavior is not acceptable and may result in a determination of persona non grata status.
  - a. The warning notice shall contain:
    - Name and last known address of the individual
    - The date, time and location of a hearing before a hearing panel along with the date by which the individual must contact the University General Counsel to confirm attendance at the hearing.
    - A statement that failure to confirm attendance with the University General Counsel within the specified time limit may result in a determination as to persona non grata status being made without the accused individual being present.

- A statement that the individual is on temporary persona non grata status at the University until the date and time, and pending the outcome, of the hearing referenced above.
  - b. The notice may be issued only by the University President, or Vice Presidents. All notices must be reviewed by the University General Counsel before they are sent or delivered.
2. **Hearing:** A hearing will be held at the time, date, and location specified in the warning notice. All hearings will be held in private. The hearing panel will be comprised of three individuals. At the hearing the individual accused of behavior detrimental to the university will be presented with the evidence against him/her and be the opportunity to respond. The accused individual may be accompanied by another individual who may serve in an advisory capacity.
  3. **Finding and Notification.** Written notification of the finding of the hearing panel shall occur within five business days of the hearing. If the finding is that the individual is deemed to be persona non grata, the notification will indicate whether the time period is specified or permanent.
  4. The restrictions imposed by persona non grata status shall take effect upon receipt of the notification.
  5. The University police are to be informed and are authorized to enforce the sanction of persona non grata. Others will be informed as appropriate.
  6. Any person determined to be a persona non grata who violates the sanction imposed shall be deemed a trespasser and prosecuted accordingly.
  7. **Review.**
    - a. A written request for review may be made to the President or his/her designee at any time after a determination of persona non grata status.
    - b. The review shall be limited to an examination of procedural errors which may have occurred in the process or an examination of new evidence which became available after the finding.
    - c. The persona non grata status shall remain in effect pending the decision on the review.
    - d. The President or his/her designee shall render a decision within ten working days of receipt of the request for a review.
    - e. The decision shall be final.

# Youngstown STATE UNIVERSITY

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

*Revised Draft 9/23/09 plain text*

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.

**Agenda Item I.1.  
Exhibit P**

**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.yzu.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.yzu.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 were 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 include 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 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.* In accordance with Ohio's Open Records Law, candidate information will be released if so requested, and the names of finalists must be disclosed.

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.ysu.edu/trustees/president2010.shtml](http://www.ysu.edu/trustees/president2010.shtml)*

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