

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

Tod Administration Building
Wednesday, September 24, 2003

Pursuant to notice duly given, a regular meeting (the two hundred forty-fourth) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., September 24, 2003 in the Board Room in Tod Administration Building.

Eight trustees were present at the meeting, to-wit: Dr. Chander M. Kohli, chairperson of the board, who presided, Mr. Joseph S. Nohra, Mr. Larry E. Esterly, Mr. F. W. Knecht III, Dr. H. S. Wang, Mr. John L. Pogue, Mr. Larry D. DeJane and Ms. Millicent S. Counts. Absent was Mr. Charles B. Cushwa III. Also present were student trustees Mr. Matthew Pastier and Ms. Charity A. Pappas.

Also present were: Dr. David C. Sweet, President; Dr. Tony Atwater, Provost and Vice President for Academic Affairs; Mr. John L. Habat, Vice President - Administration, Dr. Cynthia E. Anderson, Vice President - Student Affairs, Mr. Terry R. Ondreyka, Vice President - Financial Affairs, and Franklin S. Bennett, Jr., secretary to the board of trustees. Also present were approximately 35 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The chairperson called the meeting to order.

ITEM I - PROOF OF NOTICE OF MEETING.

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

ITEM II - DISPOSITION OF MINUTES FOR REGULAR MEETING HELD JUNE 25, 2003.

The chairperson stated that disposition of the minutes of the board's regular meeting held June 25, 2003 would be deferred to a future meeting of the board.

ITEM III - OATH OF OFFICE OF NEW TRUSTEE MILLICENT S. COUNTS

The chairperson reported that Governor Taft had appointed Millicent S. Counts as a trustee for the term expiring May 2012. The chairperson requested the secretary to the board to administer the oath of office to Ms. Counts. Thereupon, the secretary administered the oath to Ms. Counts, and she was invited to take her seat with the board of trustees.

ITEM IV - OATH OF OFFICE OF NEW STUDENT TRUSTEE - CHARITY ANNE PAPPAS.

The chairperson reported that Governor Taft had appointed Ms. Charity Anne Pappas as a student trustee for the term expiring May 2005. The chairperson requested the secretary to the board to administer the oath of office to Ms. Pappas. Thereupon, the secretary administered the oath to Ms. Pappas, and she was invited to take her seat with the board of trustees.

ITEM V - REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Sweet reported that YSU recently hosted the Ohio Board of Regents, which had held a meeting on campus. Dr. Sweet reviewed his presentation to the Regents, a copy of which is attached to these minutes.

ITEM VI - REPORTS OF THE COMMITTEES OF THE BOARD.

The board considered the following committee reports and recommendations:

1. Academic and Student Affairs Committee

Dr. Atwater provided a report on the university's academic affairs division (a copy of Dr. Atwater's report is attached to these minutes). Dr. Anderson provided a report on the university's student affairs division (a copy of Dr. Anderson's report is attached to these minutes). Dr. Anderson reported that YSU has achieved the seventh straight semester of enrollment growth. Dr. Anderson reported that enrollment has grown 9.1% since Fall 2000.

Following the reports, the chairperson recognized Mr. Knecht, chairperson of the Academic and Student Affairs Committee who stated that the committee was recommending five resolutions for adoption by the board. On behalf of the committee, Mr. Knecht then moved the adoption of the following resolution:

Resolution to Approve Cost-Sharing and
Over-Matching on External Grants and Contracts Policy

YR 2004-01

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of the Institutional Policy governing Cost-Sharing and Over-Matching on External Grants and Contracts, policy number 1013.02 of the *University Guidebook*, shown as Exhibit A attached hereto.

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

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

Resolution to Approve Payment of
Indirect Costs on External Grants and Contracts Policy

YR 2004-02

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of the Institutional Policy governing Payment of Indirect Costs on External Grants and Contracts, policy number 1013.03 of the *University Guidebook*, shown as Exhibit B attached hereto.

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

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

Resolution to Approve a
Bachelor of General Studies Degree

YR 2004-03

WHEREAS, increased enrollment and retention of students are priorities at Youngstown State University; and

WHEREAS, historically a large number of students do not continue to degree completion; and

WHEREAS, a Bachelor of General Studies degree offers a flexible mechanism for students of varied educational and experiential backgrounds to complete a bachelor's degree; and

WHEREAS, resources for the administration of such a degree currently exist in the College of Arts and Sciences;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University approves the offering of a Bachelor of General Studies degree, subsequent to approval of said degree by the Ohio Board of Regents; and

BE IT ALSO RESOLVED, that the Board of Trustees of Youngstown State University commends Dr. Tony Atwater, Provost; Dr. Robert I. Bolla, Dean, College of Arts and Sciences; and Dr. Jane Kestner, Associate Dean, College of Arts and Sciences, for cooperating in the development of this much-needed degree.

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

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

Resolution Recognizing Accreditation of the
Master of Science in Nursing - Nurse Anesthetist Track

YR 2004-04

WHEREAS, Youngstown State University offers programs to meet regional and national needs; and

WHEREAS, national accreditation bears testimony to the rigor and excellence of academic programs; and

WHEREAS, the Nurse Anesthetist track in the Master of Science in Nursing degree recently engaged in the extensive self-study, documentation, and review required for continuing program accreditation; and

WHEREAS, the members of the Council on Accreditation of Nurse Anesthesia Educational Programs in May 2003 granted maximum accreditation status to the Nurse Anesthetist program; and

WHEREAS, the partnership program between Youngstown State University, which awards the M.S.N., and the St. Elizabeth Health Center School for Nurse Anesthetists, Inc., is one of five accredited programs in nurse anesthesia in Ohio; and

WHEREAS, the accreditation recognizes the effective partnership between Youngstown

State University and the St. Elizabeth Health Center School for Nurse Anesthetists, Inc., and the clinical sites of Humility of Mary Health Partners (HMHP);

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University congratulates Beverly Rodgers, program director; William Jones, clinical coordinator; Dr. Steven Sheakoski, chair, Department of Anesthesia (HMHP), St. Elizabeth Health Center; Dr. Ronald Mullis, medical director; Dr. Patricia Hoyson, graduate program coordinator; Dr. Patricia McCarthy, chair of the Department of Nursing; Professor Alice Burger, associate dean; and Dr. John Yemma, dean, on this significant achievement; and

BE IT ALSO RESOLVED, that a copy of this Resolution be presented to each of the individuals named in the Resolution.

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

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

Resolution to Authorize
Conferral of Honorary Degree - Jeanette Grasselli Brown

YR 2004-05

BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the conferral of a Doctor of Science (D.Sc.) degree, *honoris causa*, upon Jeanette Grasselli Brown, with all the rights and privileges attendant thereto.

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

2. External Relations Committee

The chairperson recognized Ms. Counts, vice chairperson of the External Relations Committee who stated that the

committee was recommending two resolutions for adoption by the board. On behalf of the committee, Ms. Counts then moved the adoption of the following resolution:

Resolution to Accept Development Gifts

YR 2004-06

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 for their generosity in support of the University.

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

On behalf of the committee, Ms. Counts then moved for adoption of the following resolution:

Resolution to Name
The DeBartolo York Multi-Purpose Sports Forum

YR 2004-07

WHEREAS, Youngstown State University implemented a campaign to secure funding for a Recreation and Wellness Center; and

WHEREAS, the Recreation and Wellness Center initiative was lead by Student Government and an adjunct committee thereof; and

WHEREAS, Dr. John and Denise DeBartolo York provided a leadership gift of \$1.5 million to

the campaign, the second largest gift received by the campaign; and

WHEREAS, Dr. John and Denise DeBartolo York have a long history of benevolence to YSU including gifts to provide the DeBartolo Stadium Club in Stambaugh Stadium, The DeBartolo Endowment for Excellence in Women's Athletics, the YSU Metro College at Southwood Commons, underwriting of the drug testing program for student athletes, and numerous scholarships; and

WHEREAS, the family has a longstanding tradition of support for YSU; and DeBartolo Hall, home to the College of Arts and Sciences, is named in honor of Denise's father, Edward DeBartolo, Sr.; and

WHEREAS, the University and the Board of Trustees wish to provide appropriate recognition to Dr. John and Denise DeBartolo York for their significant contribution and commitment to the students of Youngstown State University;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University designates the Multi-Purpose Sports Forum, in the Andrews Student Recreation and Wellness Center, as The DeBartolo York Multi-Purpose Sports Forum; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be presented to Dr. John and Denise DeBartolo York.

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

3. Finance and Facilities Committee.

The chairperson recognized Mr. Esterly, chairperson of the Finance & Facilities Committee, who asked Mr. Ondreyka for a report. Mr. Ondreyka provided a report on the university's Fiscal Year 2003 Modified Operating Budget and Senate Bill 6 ratios (a copy of Mr. Ondreyka's report is attached to these minutes).

A. Investment Subcommittee. There was no Investment Subcommittee report.

B. Audit Subcommittee. Mr. Esterly reported that the Finance and Facilities Committee has adopted the Audit Subcommittee's recommendation that the university's internal audit be outsourced.

Mr. Esterly stated that the "Resolution Concerning Internal Audit Function" was inadvertently included in the agenda. Mr. Esterly stated that the Finance and Facilities Committee was recommending six resolutions for adoption by the board. On behalf of the committee, Mr. Esterly then moved the adoption of the following resolution:

Resolution to Approve Transfer of Funds to
Quasi-Endowment General Operating Fund Reserve

YR 2004-08

WHEREAS, in June 2003 the Board of Trustees of Youngstown State University approved a Fiscal Year 2004 General Operating Fund Budget of \$116 million; and

WHEREAS, the Board endorses maintaining the long-term Quasi-Endowment Operating Reserve at a prudent level in relation to the size of the General Operating Fund Budget; and

WHEREAS, the June 30, 2003, balance in the General Fund Stabilization Reserve Fund is \$3,935,196; and

WHEREAS, a \$3,215,914 addition to the Quasi-Endowment General Operating Fund Reserve would raise its balance to \$5.8 million, or 5 percent of the Fiscal Year 2004 General Operating Fund Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfer of \$3,215,914 from the General Fund Stabilization Reserve Fund to the Quasi-Endowment Operating Reserve.

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

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

Resolution to Modify the
Unrestricted Fund Budget for Fiscal Year 2004

YR 2004-09

WHEREAS, the Board of Trustees of Youngstown State University adopted the Fiscal Year 2004 Unrestricted Fund Budget at the June 25, 2003, meeting of the Board; and

WHEREAS, the Unrestricted Fund Budget establishes the general spending plans for the University; and

WHEREAS, the General Fund unaudited net end-of-year revenue for Fiscal Year 2003 totaled \$3,142,759;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize a modification to the Fiscal Year 2004 General Fund component of the Unrestricted Fund Budget in the amount of \$3,142,759 as set forth in Exhibit D.

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

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

Resolution to Approve
Interfund Transfers for End of Fiscal Year 2003

YR 2004-10

WHEREAS, certain accounting adjustments and other transfers of unbudgeted Current Unrestricted Funds that existed at the end of Fiscal Year 2003 are necessary;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfers

to/from unbudgeted Current Unrestricted
Funds as detailed in Exhibit E.

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

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

Resolution to Approve
Change in the Nurse Anesthetist Fee for
Students Entering the Program After Summer Term 2003

YR 2004-11

WHEREAS, Youngstown State University and St. Elizabeth Health Center entered into an agreement on July 14, 2001, for Youngstown State University to charge students and reimburse St. Elizabeth Health Center in an amount determined by the Board of Directors of the St. Elizabeth Health Center School for Nurse Anesthetists; and

WHEREAS, in December 2001 the Board of Trustees of Youngstown State University approved the Board of Directors' \$5,000 per year (\$1,667 per semester) Nurse Anesthetist Fee; and

WHEREAS, the Board of Directors of the St. Elizabeth Health Center School for Nurse Anesthetists has increased the Nurse Anesthetist Fee to \$5,400 per year (\$1,800 per semester) for students entering the program after Summer Term 2003;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the Nurse Anesthetist Fee at \$5,400 per year (\$1,800 per semester) for students entering the program after Summer Term 2003.

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

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

Resolution to Endorse
Youngstown State University's Revised Fiscal Year
2005-2010 State Capital Improvements Budget Project List

YR 2004-12

WHEREAS, the Ohio General Assembly enacts a biennial state capital improvements budget every two years; and

WHEREAS, Youngstown State University submits a list of projects eligible for funding for approval by the Ohio Board of Regents (OBOR) and subsequently for enactment by the Ohio General Assembly; and

WHEREAS, the University will submit the Capital Plan FY 2005-2010, shown as Exhibit F, for the use of such funds which has been reviewed by the Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of Trustees do hereby endorse the FY 2005-2010 Capital Improvements Budget Project List shown as Exhibit F.

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

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

Resolution to Authorize
Eminent Domain Proceedings

YR 2004-13

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

WHEREAS, the property located at 222 Adams Street, Youngstown, Ohio, and known as Youngstown City Lot No. 17365, e. pt. (Ge-

rald Rainer property) is necessary for the benefit of the University; and

WHEREAS, the property located at 217 Adams Street, Youngstown, Ohio, and known as Youngstown City Lot No. 17346 (Jean A. Walsh property) is necessary for the benefit of the University;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University has previously authorized the acquisition of the properties described above, and now further authorizes the use of eminent domain proceedings to acquire the properties in the event that the University cannot acquire the properties through good faith discussions with the property owners, and further authorizes the Administration to request that the Department of Administrative Services take appropriate action to commence eminent domain proceedings on behalf of the University if such proceedings become necessary.

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

4. Internal Affairs Committee.

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

Resolution to Ratify
Faculty/Staff Appointments

YR 2004-14

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 25, 2003, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 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 G attached hereto.

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

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

Resolution to Modify Contracts -
Coaches in Intercollegiate Athletics Policy

YR 2004-15

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

WHEREAS, this process can result in the modification of existing policies; and

WHEREAS, action is required by the Board of Trustees prior to modifying or replacing an existing policy;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Contracts - Coaches in Intercollegiate Athletics, policy number 7016.02 of the *University Guidebook*, shown as Exhibit H attached hereto. A copy of the policy indicating changes to be made is also attached.

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

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

Resolution to Modify Selection of
Administrative and Executive Officers of the University Policy

YR 2004-16

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

WHEREAS, this process can result in the modification of existing policies; and

WHEREAS, action is required by the Board of Trustees prior to modifying or replacing an existing policy;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Selection of Administrative and Executive Officers of the University, policy number 9001.01 of the *University Guidebook*, shown as Exhibit I attached hereto. A copy of the policy indicating changes to be made is also attached.

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

ITEM VII - COMMUNICATIONS AND MEMORIALS

The Board considered no communications or memorials.

ITEM VIII - UNFINISHED BUSINESS

The board considered no unfinished business.

ITEM IX - NEW BUSINESS

The board considered no new business.

ITEM X - TIME AND PLACE OF UPCOMING REGULAR MEETINGS

Upon motion made by Mr. Nohra, seconded by Mr. Pogue, which received the affirmative vote of all trustees present, the trustees resolved to set the following dates and times for the next regular meetings of the board:

- 3:00 p.m. on Wednesday, December 17, 2003
- 3:00 p.m. on Friday, March 19, 2004
- 3:00 p.m. on Friday, June 18, 2004

ITEM XI - ADJOURNMENT

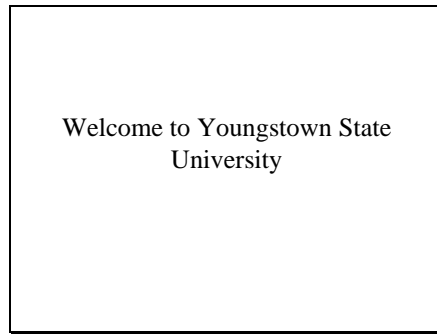
Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 4:05 p.m.

Chairperson

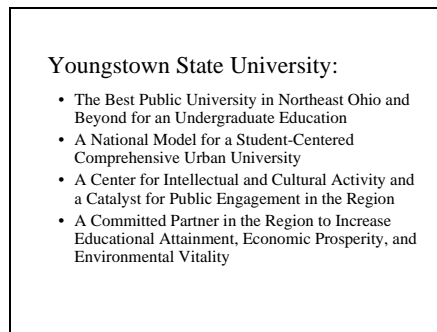
ATTEST:

Secretary to the Board of Trustees

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Slide 3

- \$116,000,000 operating budget; 59% from student tuition and mandatory fees
- 140 acre urban campus with 47 buildings
- \$133 million endowment
- 65,000 alumni

Slide 4

- Quality of Academic Programs
- Quality Students
- Quality of the Campus Environment
- Quality Management
- Moderate Tuition

Slide 5

Quality of Academic Programs

New Academic Programs

- Associate Degree
 - Electrical Utility Technology
 - Telecommunications Engineering
 - Business Technology
- Baccalaureate Degree
 - Forensic Science—First in Ohio
- Masters Degree
 - Environmental Studies
 - Social Work
 - Chemistry Education

Collaborative Programs

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Quality Students
80% of YSU Students are from Mahoning,
Trumbull, and Columbiana Counties


Slide 7

Quality Students

- 12,900 students
- 1400 YSU students live on or near campus
- 19:1 student faculty ratio
- 90% undergraduate
- 13% minority students

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Quality of the Campus Environment



BIRNEY MALLOR REDEVELOPMENT
PHASE 1 DEVELOPMENT PLAN

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Quality Management	
Full Time Employees per 1000 FTE Students,	
FY2001	
Ohio State	335.3
Central State	283.8
Cincinnati	248.7
Miami	195.9
Ohio University	165.4
Wright State	160.7
Kent State	147.2
Cleveland State	143.0
Toledo	139.1
Akron	136.0
Bowling Green	133.6
Shawnee State	118.3
Youngstown State	106.5

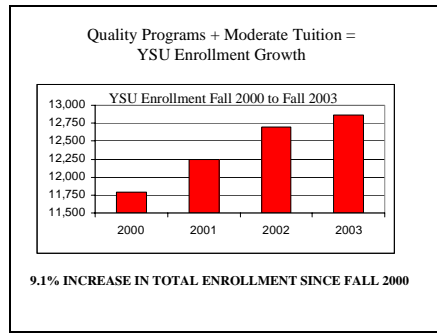
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Quality Management	
General Expenditures per Total Student FTE,	
FY2001	
Central State	\$19,254
Ohio State	\$15,178
Cincinnati	\$14,908
Wright State	\$12,160
Ohio University	\$11,443
Akron	\$11,179
Miami	\$11,118
Cleveland State	\$11,021
Toledo	\$10,535
Kent State	\$9,628
Bowling Green	\$9,518
Shawnee State	\$9,028
Youngstown State	\$9,002

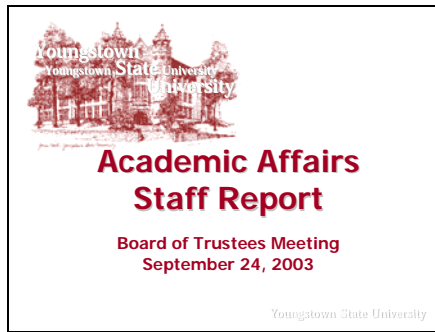
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Moderate Tuition		
Tuition Comparison, Ohio Public Universities		
FY04		
		Change, FY03 to
University	FY04	FY04
Miami University	\$8,353	9.9%
University of Cincinnati	\$7,623	9.9%
Bowling Green State	\$7,408	9.9%
Ohio University	\$7,128	9.9%
University of Toledo	\$7,008	19.8%
Kent State	\$6,882	8.0%
University of Akron	\$6,809	8.2%
Ohio State	\$6,651	12.8%
AVERAGE	\$6,484	9.7%
Cleveland State	\$6,072	6.8%
Wright State	\$5,892	9.9%
Youngstown State	\$5,448	5.7%
Shawnee State	\$4,734	8.9%
Central State	\$4,287	6.0%

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Slide 2



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New Bachelor of General Studies (BGS) Degree Proposal:

- Degree-Completion Program Serving Multiple Audiences
 - Adults with Some College but No Degree
 - Former Students Who Interrupted Collegiate Studies and Want to Return
 - Individuals Needing College to Change or Advance Careers
 - Associate Degree Holders Seeking Baccalaureate Degree

Youngstown State University

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(BGS) Degree Proposal (cont.)

- Administered by the Dean's Office in the College of Arts and Sciences
- Strengths/Features of the Degree
 - Flexible, Interdisciplinary Primary Concentration Area(s)
 - Up to 6 Hours of Monitored Academic Credit for Life/Work Experience in Accordance with North Central Association Accrediting Guidelines

Youngstown State University

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(BGS) Degree Proposal (cont.)

- Proposed Schedule
 - Presentation to YSU Board of Trustees September 24, 2003
 - Preliminary Proposal to Ohio Board of Regents (OBOR) September 2003
 - Full Proposal to OBOR after OBOR Responds to Preliminary Proposal

Youngstown State University

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Increased Grant Funding

- 20% Increase in Number of Proposals Submitted in 4th Quarter FY 03, Compared to Same Time in FY 02
- 9.5% Increase in Dollars Raised 4th Quarter FY 03, Compared to Same Time in FY 02 (from \$893,277 to \$978,920)
- 34.7% Increase in Funds Awarded Year-to-Date (from nearly \$4.4 million in FY 02 to nearly \$5.9 million in FY 03)

Youngstown State University

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Undergraduate Research Awards Program

- Increased Focus on Undergraduate Research = an Academic Priority for 2003-2004
- Competitive Process for Students to Apply for \$500 Research Awards
- Will Provide Additional Opportunities for Undergraduate Students to Initiate and Carry Out Research Under the Supervision of Faculty

Youngstown State University

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Civic Engagement Education Initiative

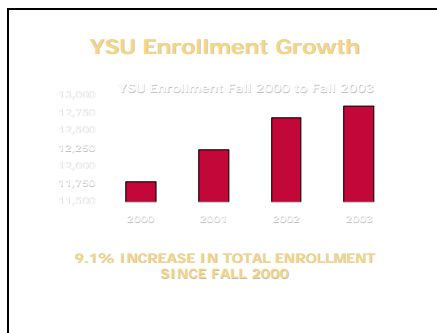
- Goal: To institutionalize citizenship and community engagement
- Strategy:
 - (a) Complete an audit of civic-engagement instructional and extracurricular activities
 - (b) Develop a University plan for enhancing civic engagement in the curriculum and co-curriculum
 - (c) Participate in the AASCU "American Democracy Project"

Youngstown State University

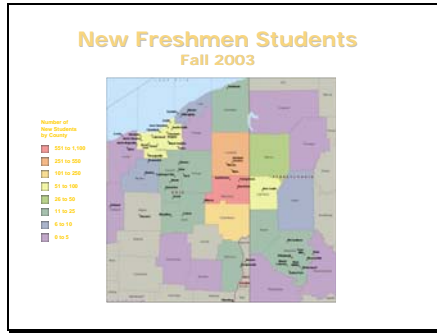
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Slide 1



Slide 2



Slide 3



Slide 1

Fiscal Year 2003 Modified Budget to Actual (Unaudited)			
	Modified Budget	Actual	Percent of Modified Budget
General Fund Operating Sources			
Tuition, fees, and other student charges	\$65,303,000	\$67,158,434	103%
State appropriations	43,917,614	43,917,609	100%
Other sources	2,472,199	3,894,985	158%
Transfers in from other funds	3,550,897	1,298,424	36%
Balance Forward from Fiscal Year 2002	3,340,221	3,264,452	98%
Total General Fund Operating Sources	\$114,588,931	\$119,533,837	104%
General Operating Fund Uses			
Salaries and wages	62,271,181	62,298,588	100%
Fringe benefits	18,468,241	18,708,995	102%
Other expenditures	20,705,337	20,008,395	97%
Transfers	10,308,621	11,275,149	109%
Asset contingencies accounts and encumbrances	2,412,201	0	0%
Total General Operating Fund Uses	\$114,468,931	\$114,292,637	100%
Total General Fund Balance June 30, 2003		\$4,298,481	
Balance Forward			
Reserved for encumbrances		\$1,159,462	
Unaudited		3,142,792	
Total General Fund Balance June 30, 2003		\$4,298,481	

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- Highlights of FY 2003 Budget to Actual**
- Operating fund sources exceeded uses by \$4.3 million; \$1.1 million reserved for year end encumbrances
 - Positive \$2.8 million variance in tuition is result of seven semester trend of increasing enrollments
 - Transfers in exceeded projections due to \$690,000 Anthem stock proceeds committed to increased fringe benefit liability
 - Transfers out included:
 - \$1.5 million gift from the Marie Denise DeBartolo York Foundation, recorded in Revenue – Other sources, transferred to Recreation and Wellness Center and
 - \$752,000 transfer for Sick Leave Conversion funding

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Senate Bill 6 Ratios

✓ Senate Bill 6 ratios are a measure of fiscal health
 ✓ A composite ratio of 1.75 or less for two consecutive years results in fiscal watch
 ✓ Youngstown State University met all interim and annual financial reporting requirements and continues to maintain a healthy Senate Bill 6 Composite Score:

	FY01	FY02	FY01	FY00	FY99
Net Factors:					
Viability Ratio	1.20	1.20	1.20	0.90	0.60
Primary Ratio	1.50	1.50	1.50	1.50	1.00
Net Income Ratio	0.80	0.80	0.80	0.60	.60
SB6 Composite Score	3.50	3.50	3.50	3.00	2.20

(unaudited)



UNIVERSITY GUIDEBOOK

Subject: Cost-Sharing and Over-Matching on External Grants and Contracts

Developed by: Peter J. Kasvinsky
Title: Dean of Graduate Studies and Research
Approved: September 24, 2003

Authorized by: Tony Atwater
Title: Provost
EFFECTIVE: September 24, 2003

Policy: Cost-sharing or matching is a frequent requirement on externally sponsored grants and contracts. The University match is permitted to meet the minimum requirements of the funding agency, and "overmatching" is prohibited unless written justification is provided to document that such overmatch benefits the University.

RESOLUTION NUMBER: YR 2004-

Parameter: Requests for Proposals (RFPs) from external sponsors frequently require cost-sharing or matching funds from the University as part of the budgetary grant request. The percentage of matching funds, which are required, are typically set by the agency and appear in the grant application guidelines. However, on occasion, YSU principal investigators or project directors cite additional matching funds (overmatching) on grant submissions when they are neither required nor necessary. For audit purposes, tracking of additional matching funds adds complexity to the agency and the University, and the University cannot then use these additional funds elsewhere, as match on other projects.

Procedures:

1. As part of the formal grant submission process at YSU (Policy #1013.01) clearance of the submission of an external grant application *requires* a priori approval by Department Chairs, College Deans, the Director of Grants and Sponsored Programs, and the Dean of Graduate Studies and Research, the Authorized Institutional Official.
2. A typical match on an application for support submitted to an external agency would not include more than a 50 percent match from the University. In addition, such matching funds provided by the institution would normally be limited to equipment, supplies, or other non-personnel items in the budget. This approach enables full recovery of indirect costs from the funding agencies.



UNIVERSITY GUIDEBOOK

Subject: Payment of Indirect Costs on External Grants and Contracts

Developed by: Peter J. Kasvinsky
Title: Dean of Graduate Studies and Research
Approved: September 24, 2003

Authorized by: Tony Atwater
Title: Provost
EFFECTIVE: September 24, 2003

Policy: Externally sponsored grants and contracts typically pay for both direct costs and indirect costs. All funding agencies must pay indirect costs at the prevailing authorized rate for YSU based on the federally-negotiated rate. Indirect costs on grants and contracts can be waived or reduced only with written justification by the Principal Investigator demonstrating a benefit to the University. In case of waiver or reduction, indirect costs shall be included as part of institutional match on the grant project.

RESOLUTION NUMBER: YR 2004-

Parameter: Sponsored programs and grant projects have budgets depicting the actual costs, including both direct and indirect costs. Indirect costs, or "Facilities and Administrative" (F&A) costs, have been deemed as real and allowable in federally sponsored programs and are paid at a federally negotiated rate with the U.S. Department of Health and Human Services. In some cases, the allowable percentage of indirect costs is reduced by the federal, state or local agency. However, in other cases, YSU faculty or staff have prepared a budget for a grant submission with reduced or absent indirect costs.

Procedures:

1. As part of the formal grant submission process at YSU (Policy #1013.01), clearance of grants submitted to external sponsors requires a priori approval by Department Chairs, College Deans, and Director of Grants and Sponsored Programs, and the Dean of Graduate Studies and Research, the Authorized Institutional Official.
2. YSU faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for reduced indirect costs. In case of waiver or reduction, indirect costs shown in the budget shall be included as part of the institutional match.
3. Prior to proposal submission externally, the justification must be submitted to the Director of Grants and Sponsored Programs and approved by the Dean of Graduate Studies and Research (Authorized Institutional Official). This process will be subsumed under YSU grant submission procedures.



Development Gifts
Executive Summary
April - June 30, 2003

	Number of Gifts	Amount
ALUMNI RELATIONS		
Cash-One Year Single & Joint Members	383	\$12,090.00
Cash-Four Year Members	66	5,910.00
Cash-Life Members	14	3,800.00
Cash-Contributions	7	\$5,895.00
Total Cash	470	\$27,695.00
Non-Cash	0	0.00
Total Alumni Relations	470	\$27,695.00
MAAG LIBRARY		
Cash-Contributions	7	\$1,444.95
Total Cash	7	\$1,444.95
Non-Cash	2348	0.00
Total Maag Library	2355	\$1,444.95
UNIVERSITY DEVELOPMENT		
Major Gifts - \$10,000+	15	\$2,577,547.10
Cash - \$5,000+	1	7,500.00
Cash - \$1,000 - \$4,999	7	11,075.00
Cash - \$500 - \$999	13	7,320.00
Cash - Below \$500	236	17,745.15
Total Cash	272	\$2,621,187.25
Non-Cash	3	\$719.55
Total University Development	275	\$2,621,906.80
WYSU-FM		
Cash - Below \$500	729	\$52,845.00
Total Cash	729	\$52,845.00
Non-Cash	0	0.00
Total WYSU-FM	729	\$52,845.00
TOTAL GIFTS		
Grand Total Gifts	3829	\$2,703,891.75



ALUMNI RELATIONS
CASH CONTRIBUTIONS BY RANK

One Year Single and Joint Members

Susan Agostinelli
Anthony and Mary Airato
Virginia Alexander
Patricia Altschul
Rosemary Angelo
Nadine Antos
Philip Astorino
Donald Augenstein
Jamy Backus
Dr. Carol Baird
Mark Baker
Raymond Baker
Richard and Doris Baker
John Balestra
Stephen Balog
Charles and Joan Bannon
Eugene A. Barno
Geverna Barone
Lucile Bartelmay
Michelle Bartholomew
Ibrahim Bassil
William Beachler, Sr.
Frank Beck
Paul Beckman, Jr.
Amy Beike
Judith Belyusar
Stephen Bencetic
William Bennett
Beri Berardi
Rosalind Berardino
Thomas E. Bergman, Jr.
Jane Berry
Joseph and Eva Bevilacqua
Richard Bisconti
Kristine E. Black
Frank Blasco
Robert Borovitcky
Mark and Sheila Braman
Charlene Brandt
Ambrose and Sophie Brayer
Robert Brill
Karen Brown
Susan Brown
Christina Buccino
Anne Bunofsky

Alan Burkes
John Matthew Bushling
Karen Caldwell
Betty Campbell
Russell Campbell
Louis Capo
Allison M. Carmichael
Thomas and Mary Carney
Julianne Carsone
Juanita Cebulak
Joseph Chance
David Chase
Dennis Christy
Miranda Clark
Frances Colabine
Francis Colburn
Maria L. Colista
Darrell and Karen Combs
Otis Coney, Sr.
Karen Conklin and Gary E. Offerdahl
Margaret Conlan
Michael Conrad, M.D.
Richard Conroy
Donald Cook
Dr. Harry Copp
Leslie M. Core
Jean Corliss
Mary Costantino
Gary Coupland, Sr.
Nada Crago
Thomas R. Craven, Jr.
Edward Crepage, Jr.
Stephen Cvetkovich
Christine M. Cyphert
Alan Cyrus
Andrew and Mary Danus
Charles Daubner
Deann Davis
Teresann Davis
Michael DeAngelo
Richard DeBucci
James DeCaprio
Vincent D'Egidio
Verna DelDuca
Lynn-Marie Deluco

Robert DeMart
Linda Demeny
Phillip and Christine Dennison
Joanne Diana
Mary Anita DiLallo
Kathleen Dimoff
William and Audrey Dinger
Richard J. DiRienzo
Frank and Mary Kay D'Isa
Frank and Kimberly Dixon
Daniel and Sheila Dlwgosh
Cassandra K. Donofrio
Raymond M. Dravesky
Michael Dubrasky
Joanne Duvall
Gawohrh M. Elhaddi
Rita Eperjesi
Ralph Fajack
James Farris
Robert and Kathy Fedorchak
Robert Fedyski
Cyril Ferenchak
Ralph Ferrante, Jr.
Samuel Ferrara, Jr.
Oliver Ferry
Robert and Rosemarie Filips
Ronald and Joan Firestine
Alfred and Suzanne Fleming
John Foley
Allison Fonce
Janet Ford
Steven Forgione
Bryan Foskie
David Frank
Theresa L. Garchar
J. James and Judith Gerlach
Atty. Matthew Giannini
Stuart Gibbs
Jack, Sr. and Mary Gibson
Thomas Golubic
Anne Gorant
Jeff Gorman
James F. Green
Diana Greenwood
Howard and Joanne Gross
James Groucutt
Sharleen Grunenwald
Marta Gudz
Tony Gura
William and Patricia Hamill
Don Hanni, Jr.

Douglas S. Harrah
Patricia Harrison
Inez Heal
Robert Hendrickson, Esq.
Mark Henninger
Elizabeth Hickson
David Hinkle
Nicole Hively
Dennis Holmes
Joseph Houser
Dr. Philip Howren
Atty. Scott and Susan Hunter
Maurice Igou
Donald Infante
Gordon James
H. Johnson
Jennifer L. Johnson
Elizabeth Kain
Katie Kane
Susan Kapp-Jacobs
Kenneth Keyser
Dr. John Kmetz
George Konik
Eugene Koss
Eugene Kusnir
Cindy Ladymon
Linda Lamanna
George, Jr. and Patty Lancaster
Bruce and Beverly Laraway
Jeffrey and Natalie Lawson
Frank Lellio, Jr.
Kelly Leonard
Anthony Leone
James Lepore
James and Marilyn Leslie
Brian E. Less
John Lewis
Marcia Augustyn Lindsay
Denise Losiewicz
Bruce H. Luntz
Thomas Lynch
Shirley Lyon
Marie Machuga
Jacqueline Magargee
Richard Magner
Joseph and Terry Malys
Jennifer Mansfield
Nicholas Marcu
Marie Martin
Lois C. Martin-Uscianowski
Mary Mathews-Bebech

Jean Maxwell
David Mayer
Dorothy McCabe
Jessie McClain IV
Robert McCleery, III
Ann McGeary
Mollie McGovern
Charles McIntire
Michael and Denise McKee
Aaron Mehocic
Lisa Mendozzi
Genevieve Meshot
Pamela J. Mihalik
Robert Milich
Adam Miller
Alex Miller
David Miller
James and Marian Miller
Mary Jane Miller
Robert Miller
Sean Michael Miller
James Misavage
Noreen Moderalli-Mancini
Lisa Mook
Catherine Mosher
Robert Mossman
George and Donna Mowrey
Lindsay Moyer
Robert Mucci
Michael Muder
Charles Mulidore
Micheal and Janet Murray
John Murynski
Jon Naberezny
Daniel Nagy
James Naugle, Jr.
Marianne Navin
Bert and Dianne Newman
Stanley and Joanne Nudell
Grace O'Connor
Diane Oliva
Carol Olson
Mary O'Neill
D. O'Reilly
Lance and Patricia Ortenzio
Maria Pappas
Joseph Pasquarella
David Pasquinelli
James Patsey
Robert Pavlich
Lawrence Payne

Phyllis Perlman
Davida Perry-Taylor
Yvonne Petrella
Col. John Petri, Jr.
John and Tina Piatek
John and Janet Pierko
Joseph, Jr. and Marlana Jo Rafoth Pinciario
Steven T. Pipala
Nick Pitinii
Ronald Ples
Barry Poor
James and Donna Popney
James and Roberta Price
Richard and Mary Price
Wealthie Prince
John Quint
Anna Marie Ragghanti-Crowe
Alfred and Joann Raghanti
Richard Ratliff
Gary Rauschenberg
Leonard Reed
Mark Reed
Barbara Reel
Peter Rekestis, Jr.
Paul Rektor
Dana Revels
Philip and Carol Rigney
John Riley
Rhonda Rispinto
Rick Ritchie
Frances Ritz
Donald Roberts
Atty. Henry C. Robinson
Sarah Robinson
Robert Roden
Dr. Juanita Roderick
Timothy and Mary Rodgers
William Rodgers
James Rogenski
Arlene Rohrer
Kathleen Roof
Nick Rosian
Joseph and Linda Ross
David Rupert, Jr.
Jessica Sacco
Karl Sachs
Clare Salata
Dr. Charles Sammarone, Jr.
Gerald Sandy
Richard Sandy
Claudia R. Santangelo

Frederick and Beverly Sauer	Desirae L. Thomas
Robert Sause	Griffith Thomas
Maryanne Sawczuk	Thomas Thomas
Richard Sawicki	Joshua Thompson
Karen Schaffert	Wayne and Nancy Tiedman
Helen Schneider	Gary Tincu
Edwin and Mary Schwartz	Mark Tobias
Sandra Scott	Rosemary Tornincasa
David Seery	Joseph Torok, Jr.
Linda Seka	Ronald Totten
Michael and Jean Senchak	Anne Trefethern
Robert Senich	Christopher Tress
John Senvissky	George Trotogett
Lawrence Shaffer	Norma Udell
Pater and Stevie Sicafuse	Pearl Ulicny
Anthony Sinopoli	Roy Vankanegan, Jr.
Mark A. Sitch	Margaret Varley
Robert and Michaleen Smallwood	Ronald Vesely
Jeffrey and Waunitta Smith	James Villani
Tina Smith	Joseph Vince
L. Jean Spencer	Angelo Vitullo
Anna Mae Spincic	Janice U. Vitullo
Donald Stanovcak	Dale Voitus
Debra A. Stapleton	Dr. Marita Vok-Allen
Jon and Margaret Steen	Judith Waldman
Charles and Barbara Stephens	Robert Walker
Mattie Stevens	Thomas Walko
Steve Stewart	Kathryn Warner
Sara Stiffler	Robert and Sandra Webber
Dr. James and Angela Stille	Arnold Welch, Jr.
Kimberli Stolic	William Whan
Norman and Anita Stothard	Jamie Wilcox
George Stowe	Robert Wilkeson
Janet M. Strohmeyer	Gilles Willard
Barbara Sullivan	Irene Williams
Michael Susick	Willie Williams
Lois Tamplin	Alan and Kathleen Wilson
Janice Tekac	Dennis Wingard
David Tempesta	V. William Wittenauer
Gina Terlecky	Roy Yancey
Janet Yaniglos	Gerald Zoccali
Bonnie Yenerall	Richard Zoldak
Ralph and Helen Yingst	Stella Zone
Robert Zastany	Laura Zoppelt
Beatrice Zellers	
Total One Year Single and Joint Members:	\$12,090.00

Four Year Single and Joint Members

Dr. John Augenstine	Harmon Beates, Jr.
Jack Auman	Robert Becki
Richard Bagdassarian	Michael E. Bistrica

Dan Blice	Nathan and Evelyn Nateman
Marjorie Burin	Michael Oleksa
Terry and Melodee Chapin	John O'Neill
Marilyn Conner	Doug Painchaud
James and Anna Cuchna	Ben Pantalone
Dr. E. Terry and Helen Deiderick	Mary Peachock
Diane DeLuco	Jerry and Donna Pizzo
David Ditzler	Marc and Theresa Pope
Myron Dobkowski	Joann Price
Kenneth Fox	Jay Rice
Richard Fruit	R. Reller and Christine Rohde
Jean Gates	David and Rita Rowe
Daniel and Martha Ghilani	John and Theresa Rudzik-Laczko
Kathryn Gray	Vincent Rusnak
Kenneth and Kendra Gura	Thomas Russo
John Haller	Ted and Lisa Schmidt
Michael Hannum	Robert Shreve
Joseph Hudak	Andrea Snyder
Mark Hynes	Gary Swanson
Thomas J. Iwaskey	James and Carolyn Tarantine
Philip and Kathleen Janecko	John and Hannelore Thomas
Thomas Krake	Robert Thomas
Dr. Stephen Kurowsky	Edward Vrable
Libby Mahoney	Clydine Watson-Dickey
James and Sandra Massaro	Larry Webster
Mary Mathews	Thomas White
Cindy Moore	James A. Williams
Thomas, Sr. and Marilyn Morella	John and Belinda Yaksich
Eugene Mostrog	Edward Yaugo
John Muntean	Richard and Joanne Zimmer
Total Four Year Single and Joint Members:	\$5,910.00

Single and Joint Life Members

Dr. David A. Bitonte	Charles and Susan Hudak
A. David Butscher	Loretta F. Ingram
Linda Christopher	Michael Latessa
Robert Clark	Thomas Mosure
Alan and Carole Cope	Anthony Pochiro
David DeChristofaro	Brian Shapona
Susan Devanny	Dr. David Yeropoli
Total Single and Joint Life Members:	\$3,800.00

Cash Contributions

Anness, Gerlack & Williams	Tom and Kate Shipka
Cafaro Foundation	Desirae L. Thomas
William and Anna Jean Cushwa	Jim and Ellen Tressel
Robert Eich	
Total Cash Contributions:	\$5,895.00



MAAG LIBRARY
CASH CONTRIBUTIONS BY CATEGORY

Beckman Memorial Collection

Dr. Paul E. Beckman in memory of Mary & Mark Beckman

Candace Gay Memorial Fund

Professor Thomas Gay in memory of Candace Gay

Miscellaneous

Frank & Michele Bova in memory of Mary Joanne Moses

Patricia Dougan, Sean Thompson, & Christopher Travers

in memory of Anastasia (Lucille) Kantaras

Angela Mudrak in memory of Everette C. Abram

Pittsburgh Conference on Analytical Chemistry & Applied Science in honor of Anthony Dota

Hildegard Schnuttgen

Total Cash Contributions

\$1,444.95

NON-CASH CONTRIBUTIONS

Books

Anonymous

Dr. Frank Akpadock

American Swiss Foundation

Arizona State University

Dr. Peter Arlow in memory of Rudy Arlow

Thomas Atwood

Lou Barranti

Richard C. Bendel in memory of

Mildred J. Rutledge Bendel

Dr. Nancy Bogen

Dr. Bege Bowers

Brenda Chadambura

Dr. Hai Yang Chen

Professor Carl F. Chuey

Chester Dolan

Heath A. Dorion

Thomas M. Fabek

Dr. J. Douglas Faires

Jack Fissel

Debbie Garchar

Sheldon Greene

Haestad Methods, Inc.

Dr. Shakir Husain

John Kasich

James A. Kiriazis

Paul J. Leebe

Edward Locke

Dr. Anne McMahon

Rosanna Miller
Dr. Mustansir Mir
Jerry Morton
Dr. Philip Munro
National Conference on Beach
 Preservation Technology
Neff Family in memory of James F. Neff
Professor Peter Norris
Jim Ontko
Deborah Lustig Ozer
Pam Pannozzo
Parker Hannifin
Jan Schnall
Schneider, Scott & Kim
Dr. Morris Slavin
Staff of Maag Library in memory of
 Christie (Lux) Guerrieri
Staff of Maag Library in memory of
 Harold Moore
Templeton Foundation Press
Scott Troy
Julie Virgalitte
Sam Wood

Total Books 2,151

Miscellaneous

Thomas M. Fabek
Dr. Anne McMahan
Deborah Lustig Oser
Margaret A. Stavick

Total Miscellaneous Items 197



UNIVERSITY DEVELOPMENT
CASH CONTRIBUTIONS BY RANK

Major Gifts

<u>Donor</u>	<u>Amount</u>	<u>Restriction</u>
Anonymous	25,000.00	Centennial Campaign
Anonymous	25,000.00	Special Aid Program
E.M. Barr Trust	50,000.00	Recreation & Wellness Center
Mr. & Mrs. William B. Clayman	500,000.00	Clayman Professorship in Judaic & Holocaust Studies
Commercial Intertech Foundation	15,000.00	Recreation & Wellness Center
Dr. & Mrs. Ray Duffett	10,000.00	Recreation & Wellness Center
Atty. & Mrs. Dennis Haines	15,000.00	Dennis & Jan Haines Scholarship
Ms. Roberta M. Hannay	25,000.00	Academic Achievers
Italian Scholarship League	50,000.00	End. Chair - Italian Studies & Culture
Ms. Jocelyne Kollay Linsalata	101,047.10	Linsalata Scholarship Fund
Mr. Ned Mervos	10,000.00	Ned Mervos Family Scholarship
National City Bank, Northeast	100,000.00	Recreation & Wellness Center
James & Arlene Staaf Living Trust	50,000.00	Recreation & Wellness Center
Dr. H.S. & Florence Wang	100,000.00	Recreation & Wellness Center
Dr. John & Denise DeBartolo York	1,501,500.00	Recreation & Wellness Center

\$5,000 - \$9,999

Mr. & Mrs. Richard R. Peterson

\$1,000 - \$4,999

Bruce & Nancy Beeghly
Mr. Mario M. Cuomo
DaimlerChrysler Corporation Fund
General Electric Foundation

Don & Barbara Graham
School Health Corporation
Raymond John Wean Foundation

\$500 - \$999

Harry & Lisa Bircher
Bristol-Myers Squibb Foundation

Commercial Intertech Foundation
Mr. John F. Diegelman

Mrs. Louise Dodge
Fifth Third Bank
Mr. & Mrs. Donald E. Foley, Sr.
Italian Heritage Foundation of Youngstown
Ms. Madalyn Hodgson Janosik

Mahoning County Bar Assoc. Foundation
Mr. Carmen A. Policy
Raytheon Company
Mr. James C. Zupanic

Below \$500

Ms. Loraine C. Abernathy
Alcan Aluminum Corporation
Mrs. Mary Lou Alleman
in memory of Dr. John E. Alleman
Mr. John J. Ambrozy
American Society for Quality Control
Dr. & Mrs. Victor D. Angel
Awin Management, Inc.
Robert, Jr. & Grace Bacot
Mr. & Mrs. Edward Basista
Ms. Susan M. Bender in memory of
Ann Jochman
Dr. Martin E. Berger
Mr. & Mrs. Elmer J. Berstling
Ms. Jacqueline M. Bibo
Ms. Heather Bionci
Harold & Cheri Blackann
Mr. & Mrs. Anthony J. Blackburn
Atty. Jay & Mrs. Jean Louise Blackstone
Boardman Center Middle School PTA
Boardman Rotary Club
Boardman Steel, Inc.
Ms. Brenda L. Bodine
William H. & Barbara A. Borts
Walter & Emily Bossick
Mr. Eugene S. Bova
BP America
Mrs. Hedy Noel Brales
Mr. James W. Bredl
Mr. Don Briggs
Ms. Karen Briggs
Mr. Herbert G. Brooks, Jr.
Mr. Jeffrey P. Bryan
Ted & Rachel Burrows in memory of
Ann Jochman

The Cafaro Company in memory of
Josephine Richley
Mr. & Mrs. Anthony A. Campana
Campbell Soup Foundation
Mr. Kenneth A. Carano
Ms. Barbara J. Carbone
Mr. & Mrs. Anthony J. Cardiero
Mr. Eugene H. Castle, Jr.
Mr. Albert S. Celec, Jr.
Mr. Richard A. Chance
Dr. & Mrs. Albert B. Cinelli in memory of
Dr. John E. Alleman
Ms. Paula L. Clarke
Mr. Anthony J. Congemi
Susan & Michael Conner
Ms. Ann M. Constance
Mrs. Marian Y. Cook
Mrs. Mary G. Costello
Mr. & Mrs. James A. Crofford
Judge Maureen A. Cronin
Mr. Norman L. Cubellis
Mr. & Mrs. William W. Cushwa, Sr.
in honor of Jeanne Tyler
Mr. Mark Cutrera
Mr. John I. Czubek
Mr. John T. Danus
Ms. Carol A. Davis
Mr. Vince M. DeGenaro
Mr. Dennis L. DeNunzio
Mr. Ronald DiTullio
Mr. Dennis Dlugosz
James M. Dobran Trust in memory of
Josephine Richley
Bradford & Susan Downie
Ms. Kelli R. Downs in memory of
Ann Jochman

Dorla & Dean Dravis in memory of
Ann Jochman
Atty. Ted & Kelly Dravis
Larry & Jean Duck
Marla & David Dull
Ms. Dolores M. Dunstan
Mr. & Mrs. Ralph T. Durbin
The Hon. Peter & Mrs. Marie Economus
Emerson Electric Company
James Esperon & Marlene Braunlich
in honor of Traveler's Everywhere
Federated Department Stores
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First Energy Foundation
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Col. Debra Franco
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Ms. Judith Gaines
Gannett Foundation, Inc.
Ms. Theresa L. Garchar
Jason Gay & Kristin Eichenberger
T. Geoffrey Gay & Susan Bean
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General Motors Corporation
General Motors Lordstown
Ms. Beckey Gibson
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Mr. Andrew J. Gleydura
Mr. James J. Groth
Mr. David R. Gundry
Mr. & Mrs. Steven B. Halverson
Dr. Bernard J. Hamrock
Atty. Michael S. Harshman
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Ms. Marta L. Hess
Mr. Edward J. Higgins
Mr. William L. Hilliard
David & Debra Hinkle
Richard & Tina Hodor-Kali
Dr. Gary G. Homan
Honeywell, Inc.
Mr. & Mrs. James F. Hoover

Kirk & Maureen Hough
Ms. Mary E. Hrovatic
Ms. Linda J. Huff
Steve & Carol Huffman
Terry & Linda Humphrey
Atty. & Mrs. Theodore Humphrey
Ms. Susan E. Hurd
John & Marty Hyden
Mr. Gregory P. Hynes
Atty. Thomas E. Infante
J & L Specialty Steel Charitable Foundation
Floyd & Patricia Jackson
Ms. Izella L. Jacoby in memory of
Margaret Johnson-Lewis
Matthew & Joann Jenkins in memory of
Ann Jochman
Tom & Carol Jochman in memory of
Ann Jochman
Mr. George Johnson, Jr.
Ms. Isabelle Y. Johnson
John, Jr. & Cathy Johnson
Mr. Anthony M. Joseph
Mr. & Mrs. Jack Kellar
Ms. Francine P. Kern
Key Bank Corporation
Jo Ann & George Knapic
Ms. Gail Lee Knapp in memory of
Patricia L. Pavlick
Mr. & Mrs. F. W. Knecht, III
Mr. David L. Korb
Dr. Anthony & Lisa Kos
Mr. Mark R. Kozlowski
Ms. Kit M. Kreuzwieser
Mr. Larry M. Kunkle
Lakeland Jazz Festival
Ms. Louise Laughery
Ms. Cynthia Lawther
Mr. Eugene M. Lazor
Ms. Diane S. Lee
Christopher & Kathleen Leeper
Theodore & Karen Lenz
Lewis Construction Company
Judge George J. Limbert
Lincoln Financial Group Foundation, Inc.
Lockheed Martin

Mr. Stephen Lucivjansky
Mr. & Mrs. John C. Mackinnon
in memory of Margaret Johnson-Lewis
Col. Robert B. Mangold, USA Ret.
Ms. Shirley M. Martin
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Carmen & Elizabeth McGarry
Ms. Mollie A. McGovern
McKinley Senior High School
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Patricia L. Pavlick
Mr. Timothy R. McVay
MeadWestvaco Foundation
Merrill Lynch & Company Foundation, Inc.
Hon. Robert & Mrs. Kathryn Milich
Ms. Cathy Mitchell
Mr. Karl D. Mixon
Susan & John Mohan
Mrs. Helen N. Morris
Ms. Roberta Lynn Morrow in memory of
Ann Jochman
Mr. R. Joseph Multari, III
William & Karen Munding
Ms. Evelyn J. Nannicola
Nationwide Insurance Foundation
Mr. Joseph L. Nigro
Mr. & Mrs. Joseph S. Nohra
Ms. Therese B. Novak
Mr. James L. Olsavsky
Mr. Carl M. Olson
Ms. Irene Olson in memory of
Dr. John E. Alleman
Ms. Georgann H. Pardee in memory of
Dr. John E. Alleman
Parker-Hannifin Matching Gifts
Cole & Sandra Pentz
Terry & Monika Perugini
Eric & Paula Peterson
Mr. Greg Petrasek
Mr. Andrew G. Piccuta
Mr. Fred Pisani
Ms. Julie A. Plekan
Mr. & Mrs. Thomas J. Poplar
in memory of Josephine Richley
Mr. Thomas A. Ramos
John E. Ratliff, D.O.
Mr. Karl F. Raub
Mr. Kenneth R. Remias
Mr. Herbert J. Rickard
Karl & Cecily Roach
Mr. David M. Roberts
Ted & Cynthia Roberts
Rockwell International Corporation Trust
Mr. Charles P. Rodway
Mr. & Mrs. Gary M. Ronk
Mr. & Mrs. Anthony R. Rozzo
Ms. Mary Alice B. Schaff
John & Patricia Schnell
Mr. & Mrs. Daniel W. Schumacher
Mr. Donald J. Sebastian
Ms. Blanche Sekeres & Family
in memory of Rawlins Perkins
& Ann Jochman
Mr. & Mrs. Alan R. Setz
Sharon & Edward Shanks
Bruce & Carol Sherman in memory of
Judge Joseph E. O'Neill
Mrs. Kimberly Sheward
Mr. Barry N. Smith
Mr. & Mrs. James B. Smith, III
Ms. Nancy L. Solomon
Beth A. Spangler
Dr. Leonard B. Spiegel & Joy Elder
in memory of Judge Joseph E. O'Neill
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Dr. Nancy Symmes Sweeney in memory of
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in memory of Josephine Richley	Ms. Eleanor Yavorsky in memory of
Mr. Michael J. Walusis	Ann Jochman
Mr. Joseph W. White, Jr. in memory of	Dr. John & Denise DeBartolo York
Patricia Pavlick	Dr. Stanley E. Zager
Total Cash Contributions:	\$2,621,187.25

NON-CASH CONTRIBUTIONS

Mr. Clifford H. Hayes	\$ 75.00	2 volumes of <i>The Death of the Messiah</i>
Mr. Frank Krygowski	269.55	3 violins for SMARTS
Dr. Gabriel Palmer-Fernandez	<u>375.00</u>	<i>Encyl. of Millennialism & Millennial Movements, Encyl. of Fundamentalism, and Encyl. of African & African-American Religion.</i>
Total Non-Cash Contributions:	\$719.55	



WYSU-FM
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Adam Zagotti
Dennis Zitello
Judge Julius Zlotnick
Thomas Zocolo
Beverly Zona
John Zuppo

Total Cash Contributions:

\$52,845.00

FY 2003 GENERAL FUND BALANCE FORWARD

PLANNED DISTRIBUTION

Strategic Initiative Fund	\$1,203,000
Research Incentive Accounts	616,824
Course Fee Accounts	329,337
Bad debt underbudgeted in FY 2004	400,000
Scholarships	180,000
Miscellaneous Adjustments	171,598
Disability Services	70,000
General Insurance (FY 2004 shortfall due to one-time IUC casualty pool)	67,000
Exempt Equity Adjustments/Buck Study	55,000
PERS Prior Year Service Claims (FY 2004 estimate)	50,000
	<hr/>
Total General Fund FY 2003 Balance Forward	\$3,142,759

**Interrund Transfers From Unbudgeted
Current Unrestricted Funds
at June 30, 2003**

From	To	Amount	Reason
General Fund	Recreation and Wellness Center (Designated Plant Fund)	\$1,502,389	To establish plant fund for Recreation and Wellness Center and transfer an unrestricted gift of \$1,501,500 plus interest.
General Fund	Sick Leave Conversion (Designated Fund)	\$752,472	To fund FY 2003 deficit of \$346,568 and year-end liability adjustment of \$405,904.
General Fund	PERS/STRS Prior Year Service Claims (Designated Fund)	\$47,087	To fund FY 2003 PERS/STRS service claims deficit
Budget Stabilization Fund (Designated)	General Fund	\$690,896	To fund estimated health care liability
Housing Services(Auxiliary)	Housing Services (Quasi Endowment)	\$300,000	To increase Housing Service's operating reserve
Housing Services(Auxiliary)	Residence Hall Improvements (Plant Fund)	\$11,035	To increase reserve for residence hall improvements
Kilcawley Center (Auxiliary)	Equipment Replacement Reserve (Plant Fund)	\$219,339	To increase reserve for equipment replacement
Parking Services (Auxiliary)	Parking Facilities Improvements (Plant Fund)	\$265,852	To increase reserve for parking facilities improvements

**Youngstown State University
Comprehensive Six-Year Capital Program for FY 2005-2010**

Project	Cost	Biennium
Campus Development	\$2,750,000	05-06
Building System Upgrades	900,000	05-06
Masonry Restoration	900,000	05-06
Steamline and Central Utility Plant Upgrades	500,000	05-06
Technology Upgrades	2,957,132	05-06
Recreation and Wellness Center	<u>1,000,000</u>	05-06
Total	\$9,007,132	
Campus Development	\$1,500,000	07-08
Building System Upgrades	2,757,132	07-08
Technology Upgrades	2,750,000	07-08
Master Plan Initiatives (Bank)	<u>2,000,000</u>	07-08
Total	\$9,007,132	
Campus Development	\$1,500,000	09-10
Building System Upgrades	2,757,132	09-10
Technology Upgrades	2,750,000	09-10
Master Plan Initiatives (Bank)	<u>2,000,000</u>	09-10
Total	\$9,007,132	

YOUNGSTOWN STATE UNIVERSITY

Capital Plan FY 2005-2010



September 19, 2003

YOUNGSTOWN STATE UNIVERSITY

Capital Plan

September 19, 2003

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Capital Plan

OVERVIEW

Section 1



Andrews Student Recreation and Wellness Center (Schematic Design)

YSU

Introduction

This capital plan reflects the institutional priorities established by Youngstown State University for the six-year period of Fiscal Year 2005 through Fiscal Year 2010. The University is engaged in a comprehensive campus master planning process that includes an update of the campus facilities master plan and the development of a technology master plan as components of an overall University strategic plan. This capital plan for 2005-2010 allows YSU sufficient flexibility to respond to the needs identified, as the strategic plan is designed and as it incorporates the campus facilities and technology master plans.

Youngstown State University serves a unique role as the only public university main campus in a five county area in northeast Ohio and western Pennsylvania with a population in excess of 600,000 people. The University offers a comprehensive set of degree programs including programs at the associate, baccalaureate, masters, and doctoral levels. The University extends its academic and research resources to area businesses and industries through several public service institutes and programs as well as with partnerships in the areas of education, the arts, and economic development.

The University has assumed a leadership role in the region and has continued to expand its initiatives to fully integrate YSU with the Youngstown-Warren community and the Northeast Ohio and Western Pennsylvania region. This is done through cooperative work experiences and internships involving students, with seminars and conferences that allow the region to benefit from the University research and expertise, and through public service activities. These interactions have positioned the University as an important and accessible resource for the community and the region, and our physical plant development provides a living/learning environment for the citizens of this regional community. This capital plan provides for the facilities upgrades, campus development and technology resources needed to assist the University in meeting the leadership needs of the community and the region.

The University has steadily improved its financial position by building adequate – but not excessive – funding reserves, by improving the management of its assets, spending carefully, and by focusing on the funding priorities that will improve its capability to serve students. The University has undertaken an aggressive approach to increase enrollment with a full array of activities and programs to both recruit more students and retain a larger number of those who enroll. The new recruitment and retention effort has been in place only a few years, and an increase of nine percent in the enrollment since Fall 2000 semester supports the promise of this approach.

Each of the requested capital projects reflects the priorities endorsed by the Board of Trustees with its adoption of the strategic plan in June 2002. These projects will afford YSU the ability to more fully utilize existing facilities, renovate existing space to improve efficiency, insure reliability and serviceability, upgrade infrastructure dependability and adequacy, respond to changes in technology, and to provide quality recreation and wellness spaces. YSU will be guided by the debt service formula allocations in determining the limits of the requested capital improvements that the University will pursue. The capital plan is fashioned in such a way as to permit reasonable flexibility in the assignment of capital funds after the new facility and technology master plans are completed. This is reflected in the request not only to allocate \$2.0 million to Master Plan Initiatives for the 2007-2008 and 2009-2010 biennia, but also in the requests for broadly programmed infrastructure rehabilitation projects.

Youngstown State University's request for capital funding reflects its considered judgment that the requested capital improvements are of sufficient importance that the University is willing to provide for any additional operating expenses that may arise. As always, the request reflects the planning priorities of the University and its commitment to fiscal responsibility.

Specifically, YSU requests that the following Capital Projects be funded for 2005-2010.

2005-2006 Biennium

Youngstown State University's capital improvements request for the 2005-2006 biennium consists of six (6) project funds for a total of \$9,007,132. The summary of each project and separate project costs are detailed below in priority order.

Campus Development (\$2,750,000)

This project will focus on the acquisition and demolition of key deteriorated properties adjacent to the campus, and within YSU's development perimeter. These properties are located on various streets including Arlington Street, Emerald Street, Audubon Street, Carlton Street, Adam Avenue, and Harrison Street; the development of the Campus Gateway project; and the construction of walkways, pedestrian plazas, and campus entrances.

Building System Upgrades (\$900,000)

Most of the major buildings on the campus were built in the 1970s or earlier. Many of the major building systems (plumbing, electrical, HVAC, etc.) have not been upgraded since the construction of the buildings. These systems are deteriorating and are in need of upgrades and replacements. Flexibility in determining which buildings and systems will be rehabilitated is needed in order to allow professional engineers to evaluate our needs and to recommend a priority list of systems to rehabilitate or replace.

Steam Distribution and Central Utility Plant Upgrades (\$500,000)

The main steam distribution lines that provide heating and cooling to the campus were installed more than thirty years ago and are nearing the end of their useful life. This phase of the project will provide for the replacement of portions of the deteriorated steam distribution lines. In addition, the systems in the Central Utility Plant will be upgraded or replaced.

Technology Upgrades (\$2,957,132)

This ongoing project will allow the University to plan for a systemwide replacement of administrative software, upgrade computing hardware and related equipment, and maintain the multimillion-dollar investment in the campus electronic network. The technology master plan currently being developed will prioritize needed technology upgrades.

Masonry Restoration (\$900,000)

The exterior brick surface veneers of various campus buildings as well as brick places at various building have deteriorated and have been infiltrated by storm water. This project will permit YSU to restore the most severely deteriorated surfaces on some of these buildings.

Recreation and Wellness Center (\$1,000,000)

This building will be constructed primarily with private funds raised in a capital campaign. YSU is one of few major universities in Ohio to build a recreation and wellness center.

Fiscal Years 2007-2008 and Fiscal Years 2009-2010 Biennia

Youngstown State University's improvement request for the FY 2007-2008 biennium consists of three (3) projects and the banking of funds for a total of \$9,007,132 as listed below:

Campus Development	\$1,500,000
Building System Upgrades	\$2,757,132
Technology Upgrades	\$2,750,000
Master Plan Initiatives (Bank)	<u>\$2,000,000</u>
Total	<u>\$9,007,132</u>

The University's request for FY 2009-2010 includes three (3) projects and the banking of funds, also totaling \$9,007,132 as follows:

Campus Development	\$1,500,000
Building System Upgrades	\$2,757,132
Technology Upgrades	\$2,750,000
Master Plan Initiatives (Bank)	<u>\$2,000,000</u>
Total	<u>\$9,007,132</u>

The capital funding requests are reasonable projections of the University's capital needs over the next six years. The requests are structured to provide an opportunity for the University to engage in a major strategic planning effort and to use the new master plans as road maps for future development projects. The expectation is that the University will focus on the adaptive use and renovation of existing buildings rather than the construction of new buildings except for the construction of a strategically important and high-demand recreation and wellness center. However, "banking" of allocations is included for the possible development of a new building should the need be identified.

Conclusion

Youngstown State University, in making this request for capital funds, has been faithful to the charge from the Ohio Board of Regents regarding the development of an institutional capital plan for the Fiscal Years 2005-2010 period. The University has also been faithful to the legal mandate placed on the YSU Board of Trustees "to insure the successful operation of the University" (Section 3356.03 of the Ohio Revised Code).

The University's capital plan is guided by the principle that the cost effective adaptation, reuse, and preservation of existing facilities is a better use of public funds than adding new facilities. YSU's physical plant, with some adaptation and limited new construction is adequate to accommodate a significant growth in enrollment.

**Comprehensive
Six-Year
Capital
PROGRAM**

Section 2

Comprehensive Six-Year Capital Program

<u>Project</u>	<u>Biennium</u>	<u>Funding Source</u>		
		<u>State</u>	<u>University</u>	<u>Gifts/Grants</u>
Campus Development	05-06	X		
Building System Upgrades	05-06	X		
Masonry Restoration	05-06	X		
Steam Distribution and C.U.P. Upgrades	05-06	X		
Technology Upgrades	05-06	X		
Recreation & Wellness Center	05-06	X		X
Campus Development	07-08	X		
Building System Upgrades	07-08	X		
Master Plan Initiatives (Bank)	07-08	X		X
Technology Upgrades	07-08	X	X	X
Campus Development	09-10	X		
Building System Upgrades	09-10	X		
Technology Upgrades	09-10	X	X	X
Master Plan Initiatives (Bank)	09-10	X		X

**State Funded
Capital Request
SUMMARY**

Section 3

Capital Projects List
Fiscal Years 2005-2006

Campus Development	\$2,750,000
Building System Upgrades	900,000
Steam Distribution and Central Utility Plant Upgrades	500,000
Technology Upgrades	2,957,132
Masonry Restorations	900,000
Recreation and Wellness Center	<u>1,000,000</u>
Total	<u><u>\$9,007,132</u></u>

Capital Projects List
Fiscal Years 2009-2010

Campus Development	\$1,500,000
Building System Upgrades	2,757,132
Technology Upgrades	2,750,000
Master Plan Initiatives (Bank)	2,000,000
	<hr/>
Total	\$9,007,132
	<hr/> <hr/>

Enrollment

PROJECTIONS

Section 4

Enrollment Projections*

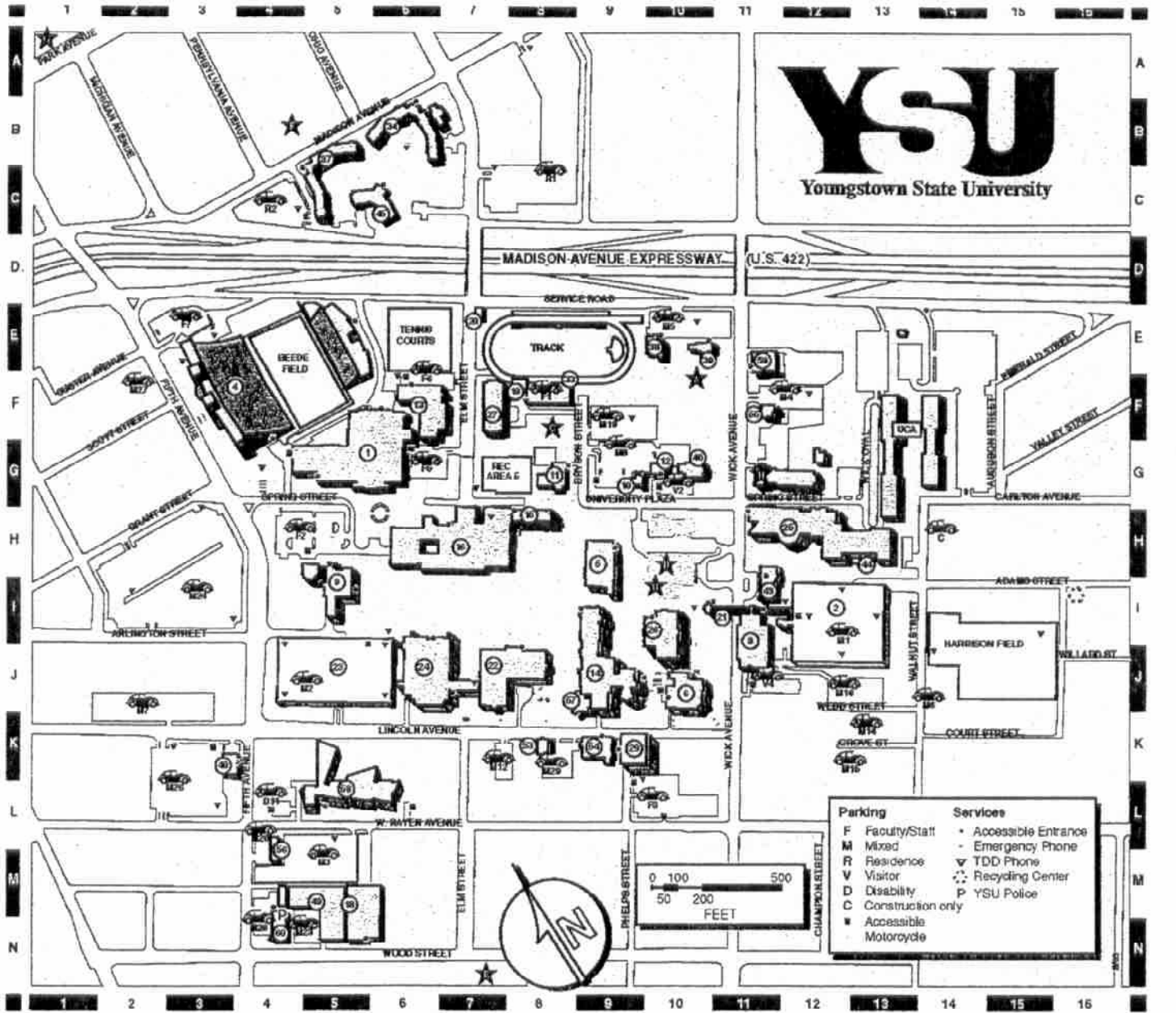
<u>Year</u>	<u>Fall Headcount</u>	<u>Increase (Decrease)</u>	
		<u>Number</u>	<u>Percent</u>
2002	12,678 (actual)		
2003	12,900 (actual)	222	1.75%
2004	13,191	291	2.26%
2005	13,719	528	4.00%
2006	14,212	493	3.59%
2007	14,705	<u>493</u>	<u>3.47%</u>
	Total	<u>2,027</u>	<u>15.99%</u>

*Final enrollment numbers are pending actual enrollment on the 14th day of Fall Semester 2003

Campus

MAP

Section 5



Name Grid Location #

University Buildings

127 Lincoln	8K	53
Alumni House	10G	40
Beeghtly Center	5G	1
Beeghtly Hall	5L	58
Bliss Hall	12H	25
Cafaro House	6B	34
Center for Historic Preservation	11F	55
Central Utility Building	7F	27
Chemical Storage	8J	57
Chilled Water Storage	8F	33
Christman Dining Commons	5C	45
Clingan-Weddell (YSU Police)	4N	60
Coffelt Hall	9G	10
Comfort Station	7E	28
Cushwa Hall	6J	24
DeBartolo Hall	5I	9
E.J. Salata Complex	5M	18
Feder Hall	6F	13

Jones Hall	10J	6
Kilcawley Center	7H	16
Kilcawley House	8H	15
Lyden House	5B	37
M-1 Parking Deck	12I	2
M-2 Parking Deck	5J	23
Maag Library	10I	26
Materials Management	4M	56
McDonough Museum of Art	11I	43
Melnick Hall	11E	59
Meshel Hall	11I	8
Moser Hall	7J	92
Outdoor Kiln	13H	44
Pedestrian Bridge	11I	21
Phelps Building	9K	54
Smith Hall	3K	48
Stambaugh Stadium	3F	4
Sweeney Hall	8G	11
Tod Hall	9H	5

Track Storage Building	7F	19
University Courtyard Apartments	13F	UCA
Ward Beecher Hall	9J	14
Weller House	10E	38
Westinghouse Building	5M	49
Wick House	10E	39
Williamson Hall	9K	29

Non-University Locations ★

Arms Family Museum of Local History	10E	A
Beecher Center for Technology in the Arts	10I	B
Buechner Hall	8F	C
Butler Institute of American Art	10H	D
Museum of Industry and Labor	7N	E
Newman Center	4B	F
Wick Park	1A	G
Wick-Pollock Inn	11G	N

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

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
None					APRIL 2003		
None					MAY 2003		
None					JUNE 2003		

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
Mr. Roy H. Bean	M/C	New	SBDC Business Analyst	Small Business Development Center	03/31/03-06/30/03	\$ 5,483 .60 FTE \$36,000	New hire, externally funded.
Ms. Stephanie W. Marcy	F/	New	SBDC Business Analyst	Small Business Development Center	03/31/03-06/30/03	\$ 5,483 .60 FTE \$36,000	New hire, externally funded.
Mr. William Oliver	M/C	New	SBDC Business Analyst	Small Business Development Center	03/31/03-06/30/03	\$ 9,138 .60 FTE \$36,000	New hire, externally funded.

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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

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
Ms. Rebekah Smith	F/	New	Parent Support Group Coordinator	Rich Center for Autism	04/01/03-06/30/03	\$ 200 .02 FTE \$16,000	New hire; externally funded.
MAY 2003							
Ms. Tisha Hill	F/B	Replacement (\$73,776)	Head Coach, Women's Basketball	Intercollegiate Athletics	05/01/03-04/30/06	\$73,000 1.00 FTE \$73,000	New hire.
Ms. Kara Wile	F/C	Replacement (\$30,910)	Assistant Coach, Women's Basketball	Intercollegiate Athletics	05/05/03-04/30/04	\$31,000 1.00 FTE \$30,802	New hire.
JUNE 2003							
Ms. Tamica Green	F/B	Replacement	Grants Analyst	Center for Human Services Development	6/3/2003- 12/31/2003	\$12,462 .80 FTE \$27,000	New hire; externally funded.
Ms. Kathleen Hall	F/C	Replacement	Upward Bound Teacher	Upward Bound	5/31/2003- 7/24/2003	\$ 2,130 3028 FTE \$44,970	New hire; externally funded.
Dr. Michael Harston	M/C	New	Postdoctoral Research Fellow	Physics and Astronomy	6/1/2003-5/14/2004	\$35,481 1.00 FTE \$45,000	New hire; externally funded.
Ms. Crystal Jones	F	New	Coordinator	Metropolitan College	6/1/2003-6/30/2004	\$34,667 1.00 FTE \$32,000	New hire; externally funded.
Mr. Dominic Mileto	M/C	Replacement (\$1,827)	Teacher Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 1,827 .50 FTE \$20,800	New hire; externally funded.

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YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003

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
Ms. Karin Nicholls	F/C	Replacement	Assistant Coach, Women's Basketball	Intercollegiate Athletics	6/10/2003- 4/30/2004	\$31,186 1.00 FTE \$35,000	New hire.
Ms. Jennifer Nulf	F/C	Replacement (\$1,715)	Teacher Aide	Rich Center for Autism	5/19/2003- 8/15/2003	\$ 1,715 .50 FTE \$13,859	New hire; externally funded.
Mr. Bill Pope	M/C	Replacement	Assistant Coach, Men's Basketball	Intercollegiate Athletics	6/16/2003- 4/30/2004	\$39,163 1.00 FTE \$44,725	New hire.
Mr. Michael J. Schlais	M/C	Replacement (\$1,108)	Upward Bound Teacher	Upward Bound	5/31/2003- 7/24/2003	\$ 1,108 .01575 FTE \$44,970	New hire; externally funded.
Mr. Michael W. Schlais	M/C	Replacement (\$1,573)	Upward Bound Teacher	Upward Bound	5/31/2003- 7/24/2003	\$ 1,573 2236 FTE \$44,970	New hire.
Mr. Winston Smith	M/B	Replacement	Assistant Coach, Men's Basketball	Intercollegiate Athletics	6/16/2003- 4/30/2004	\$21,488 1.00 FTE \$24,540	New hire.
Ms. Debra Stapleton	F/C	Replacement (\$1,308)	Upward Bound Teacher	Upward Bound	5/31/2003- 7/24/2003	\$ 1,308 1860 FTE \$44,970	New hire; externally funded.
Ms. Amy Waugh	F/C	Replacement	Assistant Coach, Women's Basketball	Intercollegiate Athletics	6/2/2003-4/30/2004	\$ 7,572 .59 FTE \$14,000	New hire.

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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

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
REHIRE							
None							
None							
			APRIL 2003				
			MAY 2003				
			JUNE 2003				
Ms. Lenore Collupy	F/C	N/A	Lead Instructional Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 3,136 .50 FTE \$35,707	Rehire; externally funded.
Ms. Cynthia Dominic	F/C	N/A	Lead Instructional Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 3,136 .50 FTE \$35,707	Rehire; externally funded.
Ms. Mary Jo Ferguson	F/C	N/A	Lead Instructional Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 3,044 .50 FTE \$34,667	Rehire; externally funded.
Ms. Barbara Ann Jamis	F/C	N/A	Lead Instructional Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 3,044 .50 FTE \$34,667	Rehire 6/12/03.
Ms. Shelley Lowry	F/C	N/A	Lead Instructional Assistant	Rich Center for Autism	6/12/2003- 8/15/2003	\$ 3,136 .50 FTE \$35,707	Rehire 6/12/03.

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YOUNGSTOWN STATE UNIVERSITY
 PERSONNEL ACTIONS
 APRIL 1, 2003—JUNE 30, 2003

CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY

NAME	GENDER/ RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY/FTE / BASE SALARY	COMMENTS
None				APRIL 2003			
None				MAY 2003			
None				JUNE 2003			

SEPARATIONS

NAME	GENDER/ RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
RETIREMENTS:							
Ms. Carol Cook	F/C	P/A	Coordinator	Career Services	04/01/03	\$43,991	Retirement.
Dr. Joan DiGiulio	F/C	Faculty	Professor	Social Work	05/16/03	\$75,082	Retirement.
Dr. Glenda Kunar	F/C	Faculty	Assistant Professor	Comp. Sc. & Info. Syst. / Teacher Educ.	05/31/03	\$62,556	Retirement.
Dr. Jagdish Mehra	M/A	Faculty	Professor	Economics	05/31/03	\$89,059	Retirement.
Dr. Paul Peterson	M/C	Faculty	Professor	Biological Sciences	05/16/03	\$92,024	Retirement.

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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

SEPARATIONS

NAME	GENDER/ RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
Dr. Lowell Satre	M/C	Faculty	Professor	History	05/16/03	\$86,854	Retirement.
Dr. Joseph Waldron	M/C	Faculty	Professor	Criminal Justice	05/16/03	\$74,370	Retirement.
JUNE 2003							
Ms. Inez G. Heal	F/C	Faculty	Professor	Accounting and Finance	6/30/03	\$71,303	Retirement.
Ms. Nancy Tiedeman	F/C	CCS	Secretary I	Teacher Education	6/30/03	\$29,420	Retirement.
SEPARATIONS:							
APRIL 2003							
Ms. Barbara Orton	F/B	P/A	Director of Equal Opportunity and Diversity	Equal Opportunity and Diversity	04/01/03	\$72,448	Contract ended.
MAY 2003							
Dr. Michael Arvin, Jr.	M/C	Faculty	Assistant Professor	Biological Sciences	05/16/03	\$43,435	Temp / Ended.
Dr. Richard Baringer	M/C	Faculty	Assistant Professor	Educational Admin., Research & Foundations	05/16/03	\$45,851	Temp / Ended.
Ms. Terry Benton	F/B	Faculty	Instructor	English	05/16/03	\$31,065	Temp / Ended.
Mr. James Boyce	M/C	Faculty	Instructor	Dana School of Music	05/16/03	\$29,049	Temp / Ended.
Dr. Annette Burden	F/C	Faculty	Assistant Professor	Mathematics & Statistics	05/16/03	\$44,408	Temp / Ended.
Ms. Joyce E. Cannone	F/C	P/A	Upward Bound Teacher	Upward Bound	05/01/03	\$ 1,795	Contract ended.
Ms. Lori Carlson	F/C	Faculty	Instructor	Mathematics & Statistics	05/16/03	\$39,813	Temp / Ended.
Dr. Jolynn Carney	F/C	Faculty	Associate Professor	Counseling	05/16/03	\$50,242	Resignation.
Mr. Robert Fitzer	M/C	Faculty	Instructor	Dana School of Music	05/16/03	\$31,065	Temp / Ended.
Dr. Stephanie Ford	F/B	Faculty	Assistant Professor	Counseling	05/16/03	\$43,500	Temp / Ended.
Ms. Brenda Grant	F/B	P/A	Upward Bound Teacher	Upward Bound	05/01/03	\$ 1,795	Contract ended.
Ms. Suzanne Groves	F/	P/A	Upward Bound	Upward Bound	05/01/03	\$ 1,795	Contract ended.

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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

SEPARATIONS

NAME	GENDER/ RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
Ms. Katherine Harmon	F/C	Faculty	Teacher Assistant Professor	Art	05/16/03	\$39,088	Temp / Ended.
Ms. Suzan Harper	F/C	Faculty	Instructor	Comp. Sc. & Info. Syst.	05/16/03	\$40,330	Temp / Ended.
Dr. Carol Hawkins	F/C	Faculty	Assistant Professor	Human Ecology	05/16/03	\$45,000	Temp / Ended.
Dr. Donald Hooper	M/C	Faculty	Assistant Professor	Geological & Envir.Sc.	05/16/03	\$41,365	Resignation.
Mr. Edmund Ickert	M/C	Faculty	Instructor	Comp. Sc. & Info. Syst.	05/16/03	\$40,330	Temp / Ended.
Dr. Sylvia Imler	F/B	Faculty	Assistant Professor	Teacher Education	05/16/03	\$42,400	Temp / Ended.
Dr. Stephen Klein	M/C	Faculty	Assistant Professor	Comp. Sc. & Info. Syst./Mgmt.	05/16/03	\$55,596	Temp / Ended.
Mr. Hae-Jong Lee	M/A	Faculty	Instructor	Dana School of Music	05/16/03	\$36,456	Temp / Ended.
Ms. Alyssa Lenhoff	F/C	Faculty	Instructor	English	05/16/03	\$38,000	Temp / Ended.
Ms. Susan Lisko	F/C	Faculty	Instructor	Nursing	05/16/03	\$41,150	Temp / Ended.
Ms. Maria Mayerson	F/C	Faculty	Assistant Professor	Art	05/16/03	\$44,470	Temp / Ended.
Ms. Renee McManus	F/C	Faculty	Instructor	Nursing	05/16/03	\$42,400	Temp / Ended.
Dr. Till Meyn	M/C	Faculty	Assistant Professor	Dana School of Music	05/16/03	\$42,742	Temp / Ended.
Dr. Roy Mimna	M/C	Faculty	Assistant Professor	Mathematics & Statistics	05/16/03	\$42,400	Temp / Ended.
Ms. Jeanine Mincher	F/C	Faculty	Instructor	Human Ecology	05/16/03	\$39,500	Temp / Ended.
Dr. Nicole Mullins	F/C	Faculty	Assistant Professor	Human Perf. & Exer. Sc.	05/16/03	\$41,456	Temp / Ended.
Mr. Anthony Nasuta	M/C	Faculty	Instructor	Geography	05/16/03	\$35,000	Temp / Ended.
Ms. Valerie O'Dell	F/C	Faculty	Instructor	Nursing	05/16/03	\$41,150	Temp / Ended.
Ms. Cheryl Ogrodnick	F/C	Faculty	Instructor	Teacher Education	05/16/03	\$31,065	Temp / Ended.
Ms. Victoria A. Phillips	F/	P/A	Upward Bound Teacher	Upward Bound	05/01/03	\$ 1,708	Contract ended
Ms. Hazel Pierson	F/C	Faculty	Instructor	Mech. & Indus. Engr.	05/16/03	\$46,954	Temp / Ended.
Ms. Heather Protz	F/C	Faculty	Assistant Professor	Art	05/16/03	\$39,782	Temp / Ended.
Dr. Mohammad Shayesteh	M/C	Faculty	Assistant Professor	Human Ecology	05/16/03	\$47,842	Resignation.
Ms. Cynthia Shields	F/C	Faculty	Instructor	Nursing	05/16/03	\$42,400	Temp / Ended.

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**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
APRIL 1, 2003—JUNE 30, 2003**

SEPARATIONS

NAME	GENDER/ RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
Mr. Eric Skeeters	M/B	P/A	Assistant Coach, Men's Basketball	Intercollegiate Athletics	05/01/03	\$42,976	Resignation; accepted position at another university.
Dr. Karen Slovak	F/C	Faculty	Assistant Professor	Social Work	05/16/03	\$40,000	Resignation.
Ms. Barbara Snyder	F/C	Faculty	Instructor	Health Professions	05/16/03	\$35,114	Temp / Ended.
Mr. Frank Sole	M/C	Faculty	Instructor	Management	05/16/03	\$30,000	Temp / Ended.
Mr. James Stipetich	M/C	Faculty	Instructor	Communication & Theater	05/16/03	\$38,333	Temp / Ended.
Ms. Patricia Testa	F/C	Faculty	Instructor	Nursing	05/16/03	\$42,400	Temp / Ended.
Ms. Kelli Thompson	F/C	P/A	Teacher Aide	Rich Center for Autism	05/01/03	\$ 5,697	Resignation.
Dr. Kathryn Umble	F/C	Faculty	Instructor	Dana School of Music	05/16/03	\$35,155	Temp / Ended.
Dr. George Yates	M/C	Faculty	Assistant Professor	Mathematics & Statistics	05/16/03	\$42,400	Temp / Ended.
JUNE 2003							
Ms. Laura Bouchahine	F/C	P/A	Regional Coordinator	Undergraduate Admissions	5/31/03	\$11,000	Contract ended.
Mr. Ross Burns	M/C	P/A	Assistant Coach, Men's Basketball	Intercollegiate Athletics	6/13/03	\$27,213	Resignation; accepted position at another university.
Dr. James Rauschenbach	M/C	Faculty	Assistant Professor	Human Performance and Exercise Science	6/18/03	\$46,540	Resignation; externally funded
Ms. Elizabeth Smith	F/C	P/A	Coordinator	SCOPE	6/30/03	\$12,500	Resignation; externally funded
Ms. Kelli Thompson	F/C	P/A	Teacher Aide	Rich Center for Autism	5/31/03	\$ 7,020	Resignation; externally funded

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*UNIVERSITY GUIDEBOOK***Subject: Contracts - Coaches in Intercollegiate Athletics**

Developed by:	Hugh Chatman	Authorized by:	David C. Sweet
Title:	Executive Director Human Resources	Title:	President
Approved:	September 10, 1999	EFFECTIVE:	September 24, 2003
Revised:	September 24, 2003		

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

RESOLUTION NUMBER: YR 2000-19; YR 2004-

Parameters:

- Intercollegiate Athletics coaches in all sports are professional/administrative staff.
- Contracts of Intercollegiate Athletics head coaches are negotiated at the time of the recruitment and selection process.
- Contracts of coaches of fall term sports other than football will terminate on January 31, contracts of football coaches will terminate on the last of February; contracts of coaches of winter sports (men's and women's basketball, swimming, and diving) will terminate on April 30, and contracts of spring term sports (baseball, softball, track, tennis, and golf) will terminate on June 30.
- When it is in the best interest of the University, the President, upon the recommendation of the Executive Director of Intercollegiate Athletics, may present other appointment plans for specific coaches to the Internal Affairs Committee of the Board of Trustees.

Procedures

1. The term of the initial contract offered to a coach will be determined during the recruitment and selection process.

2. All head coaches are evaluated annually by the Executive Director of Intercollegiate Athletics, or designee, and contracts may be renewed through negotiation.
3. Contract term can be modified through the use of the regular appointment process.
4. All head coaches annually evaluate their assistants and submit their recommendations to the Executive Director of Intercollegiate Athletics.



REDLINE VERSION

UNIVERSITY GUIDEBOOK

Subject: Contracts - Coaches in Intercollegiate AthleticsDeveloped by: ~~Jean R. Wainio~~ Hugh ChatmanTitle: ~~Interim~~ Executive Director
Human ResourcesDate: ~~June, 1999~~

Approved: September 10, 1999

Revised: September 24, 2003

Authorized by: ~~Leslie H. Cochran~~ David C. Sweet

Title: President

EFFECTIVE: ~~September 10, 1999~~

September 24, 2003

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

RESOLUTION NUMBER: ~~YR 1999-110; YR 2000-19; YR 2004-~~**Parameters:**

- Intercollegiate Athletics coaches in all sports are professional/administrative staff.
- Contracts of Intercollegiate Athletics head coaches are negotiated at the time of ~~selection~~ the recruitment and selection process.
- Contracts of ~~all~~ coaches of fall term sports other than football will terminate on the ~~last day of February~~ January 31, contracts of football coaches will terminate on the last of February; contracts of coaches of winter sports (men's and women's basketball, swimming, and diving) will terminate on April 30, and contracts of spring term sports (baseball, softball, track, tennis, and golf) will terminate on June 30.
- When it is in the best interest of the University, the President, upon the recommendation of the Vice President for Development and Community Affairs and the Executive Director of Intercollegiate Athletics, may present other appointment plans for specific coaches to the ~~Personnel Relations~~ Internal Affairs Committee of the Board of Trustees.

2. All head coaches are evaluated annually by the Executive Director of Intercollegiate Athletics, or designee, and contracts may be renewed through negotiation.
3. Contract term can be modified through the use of the regular appointment process.
4. All head coaches annually evaluate their assistants and submit their recommendations to the Executive Director of Intercollegiate Athletics.



UNIVERSITY GUIDEBOOK

Subject: Selection of Administrative and Executive Officers of the University

Developed by: Office of the President
Approved: March 13, 1998
Revised: June 15, 2001, September 24, 2003

Authorized by: David C. Sweet
Title: President
EFFECTIVE: September 24, 2003

Policy: The Board of Trustees is committed to the principle of collegiality where, as appropriate, members of the University community—students, faculty, and staff—have opportunity to participate in the decision-making processes of the University. The Board further recognizes the value of input from the larger community, particularly as that input would be solicited as part of the process of presidential selection.

Principles:

- Advertising to fill executive and administrative officer positions of the University will be done in a manner that will create a diverse pool of candidates reflecting a wide diversity of values, ideas, and beliefs; and racial, ethnic, and social backgrounds.
- An individual selected to serve as an executive or administrative officer will be identified from an applicant pool obtained as a result of a national search process. (Filling these positions on a temporary basis may be done without initiating a formal process.)
- In recognition of the principles of collegiality, advisory committees will be utilized during the process of searching, screening, and interviewing executive and administrative officers.
- In selecting an individual to function as his/her special assistant, and such position constitutes an administrative or executive position, the President may waive the search process.

RESOLUTION NUMBERS: YR 1998-33; YR 2001-51; YR 2004-

Administrative Officers of the University include the College Deans, Dean of Graduate Studies and Research, and the Executive Directors. As administrative officers, these individuals maintain management responsibilities for a specific segment of the campus. They also serve as an integral part of the University's leadership team that is responsible for the overall direction of the institution. Each serves as primary advisor on the various divisional advisory committees.

- Each **Dean** has responsibility for one of the six Colleges or the School of Graduate Studies and Research and reports directly to the Provost/Vice President for Academic Affairs.
- An **Executive Director** is responsible for a major administrative unit within either the Division of Financial Affairs, Division of Administration, Division of Development and Community Affairs, Division of Student Affairs, or the Division of Technology and each reports directly to an executive officer or designee appointed by the President.

Procedures for the Selection of Administrative Officers:

The procedures that follow provide an overall structure for administrative officer selection. It is recognized that these procedures may need to be adjusted to accommodate a particular situation.

1. When there is a need to identify a new administrative officer, the Provost/Vice President for Academic Affairs or appropriate executive officer or designee appointed by the President will appoint a Search Advisory Committee.
2. This Committee will include representatives of the affected University Division, and may include other members of the University community and other external members as appropriate.
3. This Committee will review all of the applications received, identify those meeting the pre-established qualifications, complete an initial check of references of the qualified candidates, and recommend a short list of candidates to be interviewed.
4. This Committee will be involved in the process of interviewing all of the candidates visiting the campus.
5. The on-campus interview process may include a broad representation of the affected University Division, other members of the University community, and others identified by the Provost/Vice President for Academic Affairs or executive officer or designee appointed by the President.

6. Upon the conclusion of the interview process, the Search Advisory Committee will submit to the Provost/Vice President for Academic Affairs or executive officer or designee appointed by the President an unranked list of three to five candidates, with an assessment of each, that are recommended to fill the vacant position.
7. The Provost/Vice President for Academic Affairs or executive officer or designee appointed by the President, in consultation with the President, will review the list of recommended candidates to identify the person to be extended an offer.
8. Exceptions to the above selection requirements may be granted in special circumstances where departure offers demonstrable benefits for the University. A request for such an exception must be submitted in writing to the Human Resources and Labor Relations Department and the Office of Equal Opportunity and Diversity for review and recommendation. A request initiated by a hiring department, together with the recommendations of Human Resources and Equal Opportunity, will be submitted to the President, who shall take final action on the request and report the recommendations and action taken to the Internal Affairs Committee of the Board of Trustees at or before its next meeting.

Executive Officers of the University are the Vice President for Student Affairs, Vice President for Development and Community Affairs, Chief Technology Officer, Vice President for Financial Affairs, Vice President for Administration, Provost/Vice President for Academic Affairs, and President. As executive officers, each maintains overall leadership for a particular division. The President, of course, assumes overall leadership for the institution. As University officials, each has the responsibility to represent the University and provide leadership in the specified areas of responsibility. The executive officers serve as primary advisors on the President's Cabinet.

- The **Vice President for Student Affairs** is the chief student personnel officer for the University and, in this capacity, provides leadership for the Division of Student Affairs and its major units, including Enrollment Services, Student Life, and Student Services. The Vice President works closely with the Provost/Vice President for Academic Affairs to provide a comprehensive and integrated university experience to a diverse student body. Major responsibilities of the Vice President include student discipline; divisional budget management; personnel supervision and planning; student life research; coordination of student enrollment and retention efforts; scholarship administration; administrative liaison with Student Government, student publications, and major student organizations; and primary responsibility for the campus environment and student welfare.

- The **Vice President for Development and Community Affairs** has responsibility for the acquisition of funds from individuals, corporations and foundations for the University. Working in cooperation with the Youngstown State University Foundation, and the Penguin Club, the Vice President chairs the Development Council; coordinates the development and implementation of a University public relations program; plans and implements special programs and activities; and supervises WYSU-FM.
- The **Vice President for Financial Affairs** is the chief fiscal officer of the University. The Vice President for Financial Affairs recommends fiscal policy to the President for consideration by the Board of Trustees and is responsible for implementation of these policies. Major roles of the Vice President for Financial Affairs include overseeing funds from state appropriations; developing and monitoring the financial transactions of the University; maintaining University payroll, and providing public accountability for University resources.
- The **Vice President for Administration** is the chief administrative officer of the University. Major roles of the Vice President for Administration include: providing public accountability for University resources; providing administrative leadership for developing policies, plans and allocation of resources; developing and monitoring non-academic personnel compensation, procedures and practices; development and maintenance of the physical plant of the University, maintaining the physical environment of the University, including the overall health, safety, and security of the campus.
- The **Chief Technology Officer** provides leadership to the Division of Technology. The Chief Technology Officer recommends technology policy to the President for consideration by the Board of Trustees and is responsible for implementation of these policies. Major roles of the Chief Technology Officer include: meeting the computing hardware and software needs, computing and information systems, computer services, media and academic computing, network services, and electronics maintenance services for the University community.
- The **Provost/Vice President for Academic Affairs** is the chief academic officer of the University. As the President's first delegate, the Provost/Vice President for Academic Affairs has primary responsibility for the overall administration of the academic programs of the University. The Provost/Vice President for Academic Affairs is charged to promote academic excellence in the faculty and academic programs of the University, as well as to strive for efficiency in instructional programs. The Provost/Vice President for Academic Affairs provides leadership in the academic division and serves as a primary interface between the academic and other divisions of the University. Major responsibilities of the Provost/Vice President for Academic Affairs included developing and coordinating University planning;

coordinating faculty recruitment, development, and employment activities; providing leadership in program review and development; enhancing academic/cultural environment; coordinating academic public services and academic records; Public Service Institute; and stimulating research, scholarly activity, and creative endeavor. The Provost/Vice President for Academic Affairs also provides overall leadership and coordination for the academic departments, schools, and colleges; Maag Library; Office of Institutional Research and Assessment, Center for International Studies and Programs; Center for Advancement of Teaching and Learning at Youngstown State University (CATALYST); and University Outreach.

Procedures for the Selection of an Executive Officer:

The procedures that follow provide an overall structure for executive officer selection. It is recognized that these procedures may need to be adjusted to accommodate a particular situation.

1. When there is a need to identify a new executive officer, the President will appoint a Search Advisory Committee.
2. This Committee will include representatives of the affected University Division, and may include other members of the University community and other external members as appropriate.
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4. This Committee will be involved in the process of interviewing all of the candidates visiting the campus.
5. The on-campus interview process may include a broad representation of each of the Divisions of the University, students, appropriate community representatives, and others identified by the President.
6. The President will also host a meeting with each of the final candidates and members of the Board of Trustees.
7. Exceptions to the above selection requirements may be granted in special circumstances where departure offers demonstrable benefits for the University. A request for such an exception must be submitted in writing to the Human Resources and Labor Relations Department and the Office of Equal Opportunity and Diversity for review and recommendation. The request initiated by the President, together with the recommendations of Human Resources and Equal Opportunity, will be submitted

to the Internal Affairs Committee of the Board of Trustees, which shall recommend the final action to be taken on the request by the Board of Trustees.

- The **President** is the chief executive officer of the University. Responsible to the Board of Trustees for the overall operation of the institution, the President executes the power and authority of the Board of Trustees in leadership, planning, and development of the institution. The President delegates to various divisions primary responsibility for academic affairs, financial affairs, administration, development and community affairs, and student affairs. The President expects the faculty, through the Provost/Vice President for Academic Affairs, to share the responsibility by recommending admission requirements, curriculum, teaching appointments, graduation requirements, textbooks, and other appropriate academic procedures.

The President is charged to manage the necessary financial resources, obtain personnel capable of maintaining and enhancing academic standards, maintain programs of support to the regional service area, and serve the needs of students in the University's service area.

Procedures for the Selection of a University President:

The procedures that follow provide an overall structure for University President selection. It is recognized that these procedures may need to be adjusted to accommodate a particular situation.

1. The selection of the President of the University is the responsibility of the Board of Trustees.
2. When there is a need to identify a new President, the Chairperson of the Board of Trustees will involve the Board membership in the process of identifying the required qualifications for the position and outlining the process to be utilized to identify a President.
3. Normally, the Board will utilize the services of a professional search firm to assist with the process.
4. In recognition of the principles of collegiality, a Presidential Search Advisory Committee will be appointed by the Board.
5. The process of identifying, selecting, and appointing a University President involves a number of elements. The Board of Trustees may elect to involve representatives of the alumni, faculty, staff, and student body in one or more of these elements. Typically, the Board selects a representative committee to be involved in the search, screen, and interview elements of the process.



REDLINE VERSION
UNIVERSITY GUIDEBOOK

Subject: Selection of Administrative and Executive Officers of the University

Developed by: Office of the President
Approved: March 13, 1998
Revised: June 15, 2001, September 24, 2003

Authorized by: David C. Sweet
Title: President
EFFECTIVE: ~~January 1, 2001~~ September 24, 2003

Policy: The Board of Trustees is committed to the principle of collegiality where, as appropriate, members of the University community—students, faculty, and staff—have opportunity to participate in the decision-making processes of the University. The Board further recognizes the value of input from the larger community, particularly as that input would be solicited as part of the process of presidential selection.

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- An **Executive Director** is responsible for a major administrative unit within either the Division of Business and Financial Affairs, Division of Administration, Division of Development and Community Affairs, ~~or the~~ Division of Student Affairs, or the Division of Technology and each reports directly to a ~~Vice President~~ an executive officer or designee appointed by the President.

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