

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

Tod Administration Building
Friday, March 13, 2009

Pursuant to notice duly given, a regular meeting (the two hundred eighty-seventh) of the Board of Trustees of Youngstown State University convened at 3:00 p.m., on Friday, March 13, 2009, in the Board Room in Tod Hall.

Nine trustees were present at the meeting, to-wit: Mr. Scott R. Schulick, chairperson of the board, who presided, Dr. H. S. Wang, Mr. John L. Pogue, Mr. Larry D. DeJane, Ms. Millicent S. Counts, Dr. Sudershan K. Garg, Mr. Harry Meshel, Mrs. Carole S. Weimer and Mr. Stephen W. T. Foley. Mr. Daniel J. DeMaiolo was absent.

Also present were: Dr. David C. Sweet, President; Dr. Ikram Khawaja, Provost and Vice President for Academic Affairs; Dr. Cynthia E. Anderson, Vice President for Student Affairs; Mr. Eugene P. Grilli, Vice President for Finance and Administration; Dr. George McCloud, Vice President for University Advancement; Dr. Thomas Maraffa, Special Assistant to the President; Ms. Holly A. Jacobs, University General Counsel and Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 15 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The chairperson called the meeting to order.

ITEM I - PROOF OF NOTICE OF MEETING.

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

ITEM II - DISPOSITION OF MINUTES FOR MEETINGS HELD DECEMBER 17, 2008, FEBRUARY 6, 2009 AND FEBRUARY 26, 2009.

Prior to the meeting, the secretary had provided draft copies of the minutes of the board's regular meeting held

on December 17, 2008 (#284) and special meetings held February 6, 2009 (#285) and February 26, 2009 (#286) to each trustee, the student trustees and the president. There being no additions, corrections, or revisions thereto, the minutes of the said meetings were approved as provided.

ITEM III - REPORT OF THE PRESIDENT OF THE UNIVERSITY.

Dr. Sweet announced that Dr. Dianne Bitonte Miladore had resigned from the board of trustees of Youngstown State University to join the board of trustees of the Northeastern Ohio Universities College of Medicine, effective March 9, 2009. Dr. Sweet acknowledged the gift of the Gasser Chair Company of new Board Room trustee chairs. The chairperson described the Gasser family's long-time generous support of Youngstown State University and recognized Mr. Gary Gasser, Chairman and President of Gasser Chair, and thanked him for the company's generous gift.

Dr. Sweet reported that in spite of the state economy and budget cuts, YSU will complete Fiscal Year 2010 with a balanced budget after taking prudent steps to close the 0.2% budget gap. However, the next budget year and beyond is fraught with uncertainties and concern. A copy of the Report to the Youngstown State University Board of Trustees distributed by Dr. Sweet is attached to these minutes.

ITEM IV - REPORTS OF THE COMMITTEES OF THE BOARD.

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

1. Academic and Student Affairs Committee

Dr. Khawaja provided a staff report noting that 11 potential Centers of Excellence had submitted proposals. The proposals are being reviewed and final recommendations for Center of Excellence proposals will be submitted to the board of trustees in June. Dr. Khawaja reported that the university has joined the Higher Learning Commission's Committee on Assessment and that the coordinated attention being given to assessment is beginning to bear fruit. Dr. Khawaja stated that YSU placed the

largest number of interns this year of any institution in the Glenn/Stokes internship program. Dr. Khawaja reported that YSU is partnering with Cleveland State University and Kent State University in foreign language distance education.

Dr. Anderson reported that YSU enrollment continues to do well. Dr. Anderson reported that 234 new students participated in an on-campus enrollment activity. Dr. Anderson reported that 500 Pennsylvania high school students and 132 Pennsylvania guidance counselors and teachers received information about YSU at the recent Pittsburgh college fair.

The chairperson noted that the Academic and Student Affairs committee was recommending no resolutions for adoption by the board.

2. External Relations Committee.

Dr. McCloud provided a staff report noting that \$48.4 million has been raised against the \$44 million Centennial Capital Campaign goal. Dr. McCloud thanked Chief Development Officer Paul McFadden and his staff for their efforts in this successful campaign. Dr. McCloud emphasized that there was still work to be done to meet the \$1 million Kresge Challenge Grant.

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

Resolution to Accept Development Gifts

YR 2009-38

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept these gifts on behalf of

Youngstown State University and requests that the President acknowledge the acceptance of these gifts and express our gratitude to the donors for their generosity in support of the University.

3. Finance and Facilities Committee.

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

Resolution to Approve Interfund Transfers

YR 2009-39

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

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

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

Resolution to Approve
Sensitive Information Policy

YR 2009-40

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of an Institutional Policy governing Sensitive Information, policy number 4012.01, of the *University Guidebook*, shown as Exhibit C, attached hereto.

Resolution to Designate
Certain Obligations to be Issued by the
University as "Qualified Tax-Exempt Obligations"

YR 2009-41

WHEREAS, on February 6, 2009, this Board adopted Resolution YR 2009-35 providing for the issuance of not to exceed \$47,000,000 of General Receipts Revenue Bonds and not to exceed \$10,000,000 of General Receipts Refunding Bonds (the "Authorized Obligations") to be issued by Youngstown State University (the "University") in more than one series to pay the costs of certain University Facilities as defined therein; and

WHEREAS, in the event that the University issues an amount that does not exceed \$30,000,000 of Authorized Obligations in the calendar year 2009 and, in order to take advantage of favorable tax law changes pursuant to the American Recovery and Reinvestment Act of 2009, the University desires now to designate such Authorized Obligations as "qualified tax-exempt obligations" for purposes of 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code");

NOW, THEREFORE, BE IT RESOLVED, in the event that the University issues an amount that does not exceed \$30,000,000 of Authorized Obligations during calendar year 2009, the University hereby designates such Authorized Obligations to be issued pursuant to Resolution YR 2009-35 as "qualified tax exempt obligations" for purposes of Section 265(b)(3) of the Code.

Dr. Garg reported that the Investment Subcommittee met on February 26, 2009. During its meeting the Investment Subcommittee received reports from fund manager Allegiant and the Hartland & Associates, investment advisors to the university.

Dr. Wang reported that the Audit Subcommittee met on February 26, 2009. During its meeting the Audit Subcommittee reviewed the university's financial statements for the fiscal year second quarter. Also during its meeting the subcommittee met with representatives of Packer Thomas, the University's internal auditor, and received reports regarding the university's payroll, cashiering and bookstore areas.

4. Internal Affairs Committee.

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

Resolution to Ratify
Faculty/Staff Appointments

YR 2009-42

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

WHEREAS, new appointments have been made subsequent to the December 17, 2008, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 2008-2009 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 D attached hereto.

Resolution to Adopt

The Youngstown State University 403(b) Plan
And to Authorize the Vice President for Finance and
Administration to Effectuate Full Compliance Thereof

WHEREAS, Youngstown State University has sponsored a retirement plan arrangement under Internal Revenue Code Section 403(b); and

WHEREAS, the Internal Revenue Service has promulgated regulations under Code Section 403(b) that require the University to adopt a written plan document; and

WHEREAS, the written plan document for the Youngstown State University 403(b) Plan (the "Plan") must be adopted on or before December 31, 2009;

NOW, THEREFORE, BE IT RESOLVED, that the Youngstown State University Board of Trustees authorizes the Vice President for Finance and Administration to adopt the Plan and is further empowered to make such administrative changes to the Plan as are required to affect compliance with the Internal Revenue Service 403(b) regulations; and

BE IT FURTHER RESOLVED, that the Vice President for Finance and Administration has the authority to sign the final Plan on behalf of the Youngstown State University Board of Trustees at any time on or before December 31, 2009, such 403(b) Plan document to be retroactively effective to January 1, 2009, with the corresponding full weight and effect.

5. Trusteeship Committee.

The chairperson recognized Dr. Wang who reported that in accordance with Article III, Section 9, Paragraph c., Subparagraph 2. of the board's *Bylaws*, the Trusteeship Committee had met and today makes its report to the board regarding its nominations of officers for the year starting this June. Dr. Wang stated today's report would constitute a first reading only, and that voting on the election of officers would take place at the board's June regular meeting. The Trusteeship Committee's recommendations for the 2009-2010 board officers are:

Chairperson	Mr. Scott R. Schulick
Vice Chairperson	Dr. Sudershan K. Garg
Secretary	Mr. Franklin S. Bennett, Jr.

ITEM V - COMMUNICATIONS AND MEMORIALS

The chairperson recognized the secretary to the board who read aloud the following resolution:

Resolution of Appreciation - Stephen W. T. Foley

YR 2008-44

WHEREAS, Stephen W. T. Foley was appointed a Student Trustee of Youngstown State University in 2007 by Governor Ted Strickland; and

WHEREAS, during his term as Student Trustee, Mr. Foley served on the Academic and Student Affairs, External Relations, Finance and Facilities, and Internal Affairs Committees of the Board of Trustees of Youngstown State University; and

WHEREAS, as a Student Trustee, Mr. Foley served Youngstown State University, its faculty, staff, and especially its students, with distinction, bringing to the Board of Trustees a valued and respected perspective on student issues and concerns, along with an intellect and understanding of issues large and small; belying his years; and

WHEREAS, Mr. Foley's term as Student Trustee has proved mutually enriching to him and to the Board of Trustees, exemplifying the value of the Student Trustee experience both to the student and to the University; and

WHEREAS, its members wish to thank Mr. Foley for the thoughtfulness and perspective which he brought to the Board of Trustees of Youngstown State University;

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

BE IT FURTHER RESOLVED, that a copy of this Resolution be furnished to Mr. Foley.

Following the secretary's reading of the Resolution of Appreciation, and upon motion by Mr. Meshel, seconded by Mr. Pogue, the trustees voted unanimously to adopt the Resolution.

The chairperson recognized the secretary to the board who read aloud the following proposed resolution:

Resolution of Appreciation - Dianne Bitonte Miladore

YR 2007-45

WHEREAS, in 2005 Dr. Dianne Bitonte Miladore was appointed to the Board of Trustees of the University by Governor Bob Taft; and

WHEREAS, for four years Dr. Bitonte Miladore served faithfully as a Trustee of Youngstown State University, and generously devoted her time, talents, skills and efforts to the best interests of the University, its students, faculty and staff; and

WHEREAS, Dr. Bitonte Miladore served with distinction on the Academic and Student Affairs, External Relations, Finance and Facilities, and Internal Affairs Committees of the Board of Trustees of Youngstown State University; and as the YSU Board's representative to the Board of Trustees of the Northeastern Ohio Universities College of Medicine; and

WHEREAS, Dr. Bitonte Miladore, a YSU alumna, is a member of the charter class of the Northeastern Ohio Universities College of Medicine, a member of YSU's President's Council, a member of the Bitonte College of Health and Human Services Board of Visitors, a member and past president of the YSU Penguin Club and, with her husband, a sponsor of the Drs. Dianne B. and Michael J. Miladore Scholarship; and

WHEREAS, Dr. Bitonte Miladore's distinguished record of service and accomplishment is amplified by her contributions to her second *alma mater*, the Northeastern Ohio Universities College of Medicine, where she serves as a member of the clinical faculty, the Admissions Committee, the Academic Review Committee, the Clinical Competency Assessment Medical Advisory Board, an advisor to medical students, and a recently-appointed full trustee; and

WHEREAS, while her record of service and accomplishment may indicate otherwise, the Board of Trustees acknowledges that Dr. Bitonte Miladore is merely human, and regretfully acknowledges and accepts her resignation from the Board of Trustees of Youngstown State University so that she may devote her skills and attention to the Northeastern Ohio Universities College of Medicine;

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

BE IT FURTHER RESOLVED, that a copy of this Resolution be furnished to Dr. Bitonte Miladore.

Following the secretary's reading of the Resolution of Appreciation, and upon motion by Mr. DeJane, seconded by Dr. Garg, the trustees voted unanimously to adopt the Resolution.

The chairperson recognized the secretary to the board who read aloud the following proposed resolution:

Resolution of Appreciation - H. S. Wang

YR 2009-46

WHEREAS, in 2000 Dr. Hai-Shiuh Wang was appointed to the Board of Trustees of Youngstown State University by Governor Bob Taft; and

WHEREAS, Dr. Wang served faithfully as a Trustee of Youngstown State University, and generously devoted his time, talents, skills and efforts to the best interests of the University, its students, faculty and staff; and

WHEREAS, Dr. Wang served with distinction as a member of the Academic and Student Affairs Committee, External Affairs Committee, Finance and Facilities Committee, and Internal Affairs Committee of the Board of Trustees of Youngstown State University; and

WHEREAS, from 2004 to 2005 Dr. Wang served as Vice Chairperson, and from 2005 to 2006 as Chairperson, of

the Board of Trustees of Youngstown State University;
and

WHEREAS, Dr. Wang's commitment to the University is clearly evidenced by his exemplary record of attendance over nine years at the meetings of the Board and the Committees on which he served, all while serving as a prominent ophthalmologic surgeon in our community; and

WHEREAS, Dr. Wang's leadership and restraint served the Board and the University well during times of loss and crisis, and provides an example for future trustees;

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

BE IT FURTHER RESOLVED, that a copy of this Resolution be furnished to Dr. Wang.

Following the secretary's reading of the Resolution of Appreciation, and upon motion by Mr. DeJane, seconded by Dr. Garg, the trustees voted unanimously to adopt the Resolution. Dr. Wang expressed his gratitude for having had the opportunity to serve as a trustee of Youngstown State University. Dr. Wang reviewed the challenges and successes faced by the university, the state and the country during his nine-year term. Dr. Wang thanked Dr. Sweet, the administration, faculty, staff and fellow trustees for their support and friendship. In closing, Dr. Wang thanked his wife, Florence, for supporting him in many ways and tolerating his reading of what seemed like endless meeting material during many weekends.

ITEM VI - UNFINISHED BUSINESS

The board considered no unfinished business.

ITEM VII - NEW BUSINESS

The board considered no new business.

ITEM VIII - TIME AND PLACE OF UPCOMING REGULAR MEETINGS

Upon motion duly made and seconded, which received the affirmative vote of all trustees present, the trustees re-

solved to set the following dates and times for the next regular meetings of the board to be held in the Board Room in Tod Hall:

3:00 p.m., Friday, June 19, 2009
3:00 p.m., Friday, September 25, 2009
3:00 p.m., Wednesday, December 16, 2009

ITEM IX - ADJOURNMENT

Upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 4:10 p.m.

Chairperson

ATTEST:

Secretary to the Board of Trustees

Report to the YSU Board of Trustees
David C. Sweet, President
March 13, 2009

This is spring break week on campus, and we are preparing for the start of the second half of the semester and the completion of FY09. As I have reported, in spite of the state of the economy and state budget cuts, the university will complete this fiscal year with a balanced budget after taking prudent steps to close the 0.2% budget gap. However, our next budget year and beyond is fraught with uncertainties and concern.

On Tuesday, March 10, 2009, the presidents of the fourteen Ohio public universities who form the Inter-University Council met in Columbus. At that meeting, we were presented the draft State Share of Instruction Funding that is being submitted as part of the FY2010/FY2011 biennial budget. The proposed new model calls for greater accountability of the state's public universities, a theme which has struck a responsive chord with the Governor and the General Assembly. At YSU, we welcome the opportunity to further demonstrate our accountability. Specifically, greater emphasis is placed on successful course completion, degree attainment and factors such as progress of students eligible for need-based state grants and enrollment in STEM disciplines.

Overall, the State Share of Instruction will increase by 6.54% for FY2010 and be flat for FY2011. Universities are to continue the tuition freeze for FY2010 and may be permitted to increase tuition in FY2011.

Even though total State Share of Instruction will increase by 6.54%, allocations for the individual universities are based on the proposed new funding model. The result for YSU is a 0.45 per cent decrease in total state funding (SSI plus Challenge Funds) for FY2010--a \$221,000 loss of state funding. The news for FY2011 is somewhat better. Our state funding is projected to increase by 1.09% over that for FY2010. For the two years of the biennium, YSU state funding is projected to increase slightly by 0.6% or \$315,266.

We are pleased that the Chancellor, in the *Strategic Plan for Higher Education*, recognized that YSU has been unable to achieve its full potential by state policies that prohibited academic program development, particularly at the graduate level. The designation of YSU as an urban research university is a positive step forward. As an urban research university, we will need to expand academic programs consistent with the needs of the region and expand funded research especially in the designated Centers of Excellence. Proposals for Centers of Excellence are currently under review by a committee led by Provost Khawaja.

Unfortunately, the new state funding model does not provide the additional resources required for our transition to an urban research university. This fact will delay expanding YSU's role as a catalyst for growth and change in the Mahoning Valley. Currently(as the attached chart

shows), state support per FTE student is over \$750 per FTE below the median of the other six urban research universities and our expenses (investment) per FTE student is over \$2100 below the median. I believe that over the next several years it should be our goal, through a combination of state support and enrollment driven revenue to achieve the median levels for both state support and investment per student.

Enrollment, now more than ever, must remain our number one priority. Unlike some of our sister universities, whose enrollment has not grown and as a result, major budget reductions have occurred. YSU is not at enrollment capacity. We have been able to support important new initiatives largely because of the revenue generated by enrollment growth. The entire campus must continue its efforts to sustain the enrollment success of the past nine years.

We will not be able to meet our commitments within a balanced budget without significant reductions in expenses. Personnel costs represent over 70% of expenditures. This past year, we were able to save nearly \$1.4 million through the non-faculty position freeze and a 10% reduction in summer course offerings. Reductions in personnel costs will need to continue through FY2010 and beyond. As a first step, members of the Cabinet have agreed to donate back their anticipated 3% increase for FY2010 to a fund that will support student financial aid. During the week ahead, I will invite all members of the campus to join in this initiative.

Personnel costs encompass a variety of elements in addition to the number of employees and their direct compensation. For example, the hiring freeze of the past year may have to be

expanded. While all possibilities must be considered, every effort will be made to avoid the most drastic personnel related steps experienced in state agencies and some other universities. Our ability to do so will depend on the cooperation of the entire campus. After classes resume next Monday, I will be convening a series of meetings, starting with the Budget Information Committee to solicit input from the campus community. While employee relations continue to improve, the number of grievances (currently over 100) filed by the ACE bargaining unit continue to unnecessarily divert time and resources from more productive use.

In their staff reports this afternoon, the vice presidents will describe some of the many examples of "good news" that demonstrate the progress that we continue to make academically, in student services, in development, and in the management of our finances and enhancement of our physical plant. These are outlined in the attached chart. We have achieved all of this as the most efficient public university in Ohio and because of the commitment of all of our employees.

Urban Research Universities FY2007 Expenses and SSI per FTE

	Expenses per FTE	SSI per FTE
Cincinnati	\$17,480	\$7,178
Cleveland State	\$14,579	\$5,903
Wright State	\$13,060	\$5,729
Toledo(Median)	\$12,739	\$4,912
Akron	\$12,629	\$4,832
Youngstown State	\$10,616	\$4,156
Shawnee State	\$10,335	\$4,417
YSU Difference from Median	(\$2,123)	(\$756)

Positive Outcomes - February Committee Meetings

Enrollment

Spring Enrollment/Fall Applications

Western PA Initiative

Academic Affairs

Early College High School academic successes and improved student behavior

Progress on Rich Center Discussions

Distance Learning Presentation

Student Affairs

Implementation of Security System

Establishment of Veterans Affairs Office

HR/Payroll

Progress in Payroll Department

Good Relations with 3 of 4 unions

Advancement

Revision to Web Page

WYSU fund raising

Kresge Challenge

Budget/Financial Affairs

Manageable FY2009 Budget

Transition to external auditor and positive internal audits

Campus Master Plan

Student Housing Lease

Sensitive Information Policy

Athletics Academic Achievements

Diversity Report

CENTERS OF EXCELLENCE

March 9, 2009

Center Name

Project/Center Director

- | | |
|--|---|
| 1. The Applied Gerontology Research Center | Daniel Van Dussen |
| 2. Center for Applied Chemical Biology | Chet Cooper |
| 3. Center for Applied History | Donna DeBlasio, Tom Leary,
and Martha Pallante |
| 4. Center for Community Wellness | Joe Mosca |
| 5. Center for Creative Writing and Publishing | Philip Brady |
| 6. Center for Working-Class Studies | John Russo and
Sherry Linkon |
| 7. Center of Excellence in Environmental Sustainability | Shane Smith and
Scott Martin |
| 8. Center of Excellence in Materials Science and Engineering | Tim Wagner |
| 9. Rich Center of Excellence for the Study of Autism | TBD |
| 10. Institute for Applied Topology and Topological Structures | Stephen Rodabaugh (short term) |
| 11. Williamson College of Business Administration Center
of Excellence in International Business (IB) | Mohan Eunni, Ram
Kasuganti, Bruce Keillor,
Patricia Veisz |

BOARD OF TRUSTEES' MEETING

Friday, March 13, 2009
3:00 p.m.

Tod Hall
Board Meeting Room

AGENDA

- A. Roll Call
- B. Proof of Notice of Meeting
- C. Disposition of Minutes for Meetings Held December 17, 2008; February 6, 2009; and February 26, 2009
- D. Report of the President of the University
- E. Report of the Committees of the Board
 - 1. Academic and Student Affairs Committee
 - a. Staff Report - Ikram Khawaja
 - b. Staff Report - Cynthia Anderson
 - 2. External Relations Committee
 - a. Staff Report - George McCloud
 - b. Resolution to Accept Development Gifts
 - 3. Finance and Facilities Committee
 - a. Staff Report - Gene Grilli
 - b. Resolution to Approve Interfund Transfers
 - c. Resolution to Approve Sensitive Information Policy
 - d. Resolution to Designate Certain Obligations to be Issued by the University as "Qualified Tax-Exempt Obligations"
 - 4. Internal Affairs Committee
 - a. Resolution to Ratify Faculty/Staff Appointments
 - b. Resolution to Adopt the Youngstown State University 403(b) Plan and to Authorize the Vice President for Finance and Administration to Effectuate Full Compliance Thereof
- F. Communications and Memorials
 - 1. Resolution of Appreciation - H. S. Wang
 - 2. Resolution of Appreciation - Stephen W. T. Foley
- G. Unfinished Business
- H. New Business
- I. Dates and Times of Upcoming Regular Meetings of the Board
 - Tentative Meeting Dates: 3 p.m., Friday, June 19, 2009
 - 3 p.m., Friday, September 25, 2009
 - 3 p.m., Wednesday, December 16, 2009
- J. Adjournment

RESOLUTION TO ACCEPT DEVELOPMENT GIFTS

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

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

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

Youngstown STATE UNIVERSITY

UNIVERSITY GIFTS EXECUTIVE SUMMARY OCTOBER-DECEMBER 2008

Gifts Received	Number of Gifts	Amount
Alumni Relations	243	\$11,150.00
University Development	1537	\$1,893,844.97
WYSU-FM	989	\$93,358.00
Total University Gifts	2,769	\$1,998,352.97
YSU Foundation	605	\$825,995.99

Agenda Item E.2.b.
Exhibit A

Youngstown UNIVERSITY GIFTS EXECUTIVE SUMMARY

STATE UNIVERSITY OCTOBER-DECEMBER 2008

	Number of Gifts	Amount
ALUMNI RELATIONS		
Cash-One Year Single & Joint Members	209	\$6,700.00
Cash-Four Year Single & Joint Members	26	2,375.00
Cash-Single & Joint Life Members	8	2,075.00
Total Cash	243	\$11,150.00
Total Alumni Relations	243	\$11,150.00
UNIVERSITY DEVELOPMENT		
Centennial Campaign	18	\$1,476,493.92
Annual Fund		
\$10,000 - \$49,999	4	43,250.00
\$1,000 - \$9,999	79	165,879.59
\$500 - \$999	74	39,384.00
Below \$500	1357	105,857.48
Total Annual Fund Pledged Cash	1514	\$354,371.07
Non-Cash	3	58,930.00
Total Annual Fund	1517	\$413,301.07
Underwriting	2	4,049.98
Total Underwriting Pledged Cash	2	4,049.98
Non-Cash	0	0.00
Total Underwriting	2	4,049.98
Total University Development	1537	\$1,893,844.97
WYSU-FM		
\$1,000 - \$9,999	6	12,700.00
\$500 - \$999	5	3,000.00
Below \$500	978	77,658.00
Total Pledged Cash	989	\$93,358.00
Total WYSU-FM	989	\$93,358.00
TOTAL GIFTS		
Grand Total Gifts	2769	\$1,998,352.97

Youngstown

STATE UNIVERSITY

ALUMNI RELATIONS CASH CONTRIBUTIONS BY RANK

One Year Single and Joint Members

Alexander Adams	Jack Dixey & Cassandra Donofrio
Dale Alexander	Douglas Dohallow
Laverne Alexander	Gerald Domanik
George Baker	Thomas Downey
Ted & Joanne Baker	Michael Doyle
Justin Baran	Diane Drapcho
Sandra Barba	Mark Escaja
John Barber	Marian Eskay
John & Georgia Barkett	Robert & Rose Eusanio
Edward & Deborah Basista	Cynthia Fammartino-Fark
Elaine Beatty	Robert & Kathy Fedorchak
Wilfred Beitzel	Shelvie Fleming
William & Martha Beniston	Tom Flores
Dennis & Faye Bensinger	Floyd Folio
William Bletso	Cheryl Fox
Sharon Bonacker	Frederick Frank
John Borecki	Jack & Ruth Frankenburg
Reese Bradburn	Martin Franko
Martha Brenner	Ronald Galip
Debra Brooks	Susan Gans
Glenda Brooks	Gary & Patricia Garland
Paul Brown	Gene & Bonnie Garritano
Kathy Bruner	Mary Bess George
John Bruno	Lynne Gething
Bruce Burge	Anthony Giampetro
Susan Burns & Kevin Clements	Pauline Giampietro
Alan & Maryann Burton	Mary Goclano
Dean Cavacos	Glenn & Michelle Griffiths
Jewel Clark-Luchette	Thomas Groth
Fred & Mary Cleary	Richard Halaparda
Cindy Cleeland	Robert & Ellen Hall
Michelle Coggins	Charles Hanna
Vincent Conglose	Franklin Hardy
Susan Conner	Mollie Hartup
Delores Crawford	John Havallo
Nancy Creed	Lawrence & Audrey Heck
David & Carol Creps	William Heintzelman
James Crowe	Jean Heller
Gregory Demetri	Mary Huber
William & Christa Dennis	James Itts
Neil & Thyra DePascal	Frank & Averno Jayne
Mary DeRose	Crystal Johnson
John Desimone	Nancy Johnson
Salvatore DiFrancesco	Roy & Jeanne Johnson

Hugh & Maryann Jones
Theresa Kelly
Mary Kinnard
William & Margaret Kinnick
Donna Kollar
Beth Komara
Peter Koranchie-Boan
Michael Kroner
Martin Kubic
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Total Cash Contributions:

\$ 354,371.07

ANNUAL FUND NON-CASH CONTRIBUTIONS

B J Alan Company	\$57,200.00	Fireworks for Football Games
Mr. & Mrs. Mark Stahl	130.00	Two framed photographs for SMARTS
Mr. & Mrs. Ronald L. Williams	<u>1,600.00</u>	KraftMaid Cabinets for Mailroom

Total Non-Cash Contributions: \$58,930.00

UNDERWRITING

Ohio Lottery Commission

Dr. & Mrs. John C. York

Total Underwriting Cash Contributions:

\$4,049.98

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Sister Susan M. Schorsten
Mr. James J. Schramer
Mr. Jeff Schreiber
Ms. Nancy L. Schulz
Mr. Victor Schumacher
Dr. James R. Scott
Mr. F. William Scragg
Mr. & Mrs. Daniel Scudier
Ms. Patty Seachman
Mr. Thomas Seckler
Ms. Linda A. Seeley
Mr. Corey Sees
Mrs. Janis K. Seidler
Ms. Lauren Sekerak
Mrs. Rima Selius

Ms. Marion Seman
Mr. & Mrs. Gary A. Sexton
Ms. Sarah Sexton
Mr. & Mrs. Richard L. Shafer
Mr. Albert W. Shakley
Dr. Rick Shale
Mr. Daniel L. Shank
Mr. & Mrs. Fred Shape
Mr. Terry L. Sheban
Mrs. Rebekah A. Sheeler
Mr. & Mrs. Kenneth E. Shellito
Mr. & Mrs. David A. Shepherd
Ms. Jackie Shepherd
Mr. Michael A. Shepherd
Mr. Larry C. Sherer
Mr. & Mrs. Bruce E. Sherman
Mrs. Barbara Sherwood
Mr. & Mrs. Albert A. Shiderly
Mr. Tom Shilling
Dr. Thomas Shipka
Mr. & Mrs. David L. Shively
Ms. Elaine M. Shively
Mr. Joseph A. Shivers
Mr. & Mrs. David K. Shriver
Ms. Gwen E. Shriver
Mr. Tad Siembida
Rev. Msgr. Robert Siffrin
Mr. & Mrs. Cosmo S. Signoriello
Ms. Marybeth Signoriello
Ms. Barbara A. Silversmith
Mr. Stephen J. Simunich
Mr. & Mrs. Charles R. Singler
Dr. Barbara M. Sitko
Mr. Kevin P. Skea
Ms. Freda H. Skibo
Ms. Brooke Slanina
Mr. James Slantiz
Ms. Judy A. Sluss
Dr. Grace L. Smith
Mr. Lee Smith
Dr. Melissa T. Smith
Mr. & Mrs. Philip Smith
Mr. Richard E. Smith
Mr. & Mrs. Tim Michael Smith
Dr. & Mrs. Thomas D. Smotzer
Mr. & Mrs. David J. Smyntek
Mr. & Mrs. Laurence Sniderman
Ms. MariLouise A. Sole
Mrs. Patricia B. Soller
Ms. Loretta Sorger

Dr. Angela Spalsbury
Dr. Leonard B. Spiegel
Ms. Tani Spielberg
Ms. Tina Spinosa
Mr. & Mrs. Alan G. Spitaler
Mr. & Mrs. Robert J. Sposito
Ms. Jennifer J. Staaf
Mr. Stephen M. Stahara
Mr. Michael Stambolia
St. Anthony's Church
Mr. & Mrs. Frank B. Stearns
Ms. Gail R. Steele
Mr. Matthew A. Stefanak
Dr. & Mrs. Joseph Stefko
Dr. Sandra W. Stephan
Ms. Rose Stetz
Ms. Susan L. Stevens
Ms. Ruth A. Stevenson
Ms. Lynn Stewart
Ms. Renee Stigliano
Dr. & Mrs. Jacques S. St. Julien
Dr. Nina Stourman
Dr. & Dr. Jeffrey Stover
Mr. & Mrs. Stephan J. Stoyak
Mr. Edward R. Stride
Dr. Sharon A. Stringer
Ms. Linda Strom
Mr. & Mrs. Walt E. Sturgeon
Ms. Darlene Sudetic
Mr. & Mrs. Robert D. Summers
Mr. & Mrs. Dan Susany
Dr. & Mrs. David C. Sweet
Ms. Florence K. Swierz
Mr. William D. Swope
Mrs. Esther M. Szakach
Ms. Lois M. Tamplin
Mr. Paul Tanona
Mr. & Mrs. Perry Tarantine
Mr. Chip Taylor
Mrs. Patricia D. Taylor
Ms. Roberta M. Taylor
Mrs. Velina Taylor
Mr. & Mrs. Raymond Tesner
Mrs. Dorothy N. Tharpe
Dr. & Mrs. Michael Theall
Ms. Barbara Thomas
Dr. Julie E. Thomas
Mrs. Mary P. Thomas
Mrs. Joann Thompson
Mr. William Thompson

Mr. & Mrs. Chris B. Thorndike
Mr. James E. Thornton
Ms. Angelina Tiberio
Ms. Maureen Tighe-Brown
Mrs. Nancy L. Tirpak
Mr. & Mrs. Kevin Todd
Mr. Shaun Toomey
Mr. & Mrs. John A. Tosi
Mr. Christopher N. Travers
Mr. George M. Trefethern
Mr. Fred Trucksis
Mr. & Mrs. Timothy N. Tryon
Mr. Howard M. Turney
Mr. & Mrs. William F. Tyger
Mr. & Mrs. Emmet Tyrrell
Mrs. Elaine S. Ulrich
Mrs. Anne Ungard
Mr. & Mrs. James P. Valiensi
Ms. Marilyn Valiga
Mr. & Mrs. Robert L. VanDale
Mr. Henk VanDongen
Ms. Virginia Vandy
Mr. & Mrs. Thomas G. VanWert
Ms. Jan Vaughn
Mr. & Mrs. Leonard Veith
Atty. & Mrs. Frank G. Verterano
Ms. Cynthia L. Vigiliotti
Mr. Ignacio Villa
Ms. Catherine S. Vodrey
Mr. & Mrs. Robert J. Vogt
Ms. Barbara L. VonThaer
Mr. David L. Vosburgh
Mr. Gordon D. Vujevic
Mr. & Mrs. Elias J. Vujovich
Mr. Darrell Wagner
Mrs. Gloria Waldeck
Dr. Gary R. Walker
Mrs. Barbara Walko
Mr. & Mrs. Scott W. Walls
Dr. Frank B. Wanat
Ms. Regina A. Waris
Ms. Janet W. Warner
Dr. Homer B. Warren
Mrs. Sieglinde U. Warren
Mr. Ross Wastvedt
Ms. Anne W. Waters
Mr. William Watson
Mr. Lee Weber
Mr. & Mrs. Richard L. Weber
Mr. Larry Webster

Atty. & Mrs. William A. Weimer
Dr. Lisa Weiss
Mrs. Jeanne Wellman
Mr. & Mrs. John C. Wendle
Ms. Racheal A. Wente
Mr. & Mrs. Chase Wern
Ms. Jane F. Westenfeld
Mr. William Wheelock
Ms. Janet S. White
Dr. John R. White
Mr. & Mrs. Samuel H. White
Mr. Thomas Wick
Mr. & Mrs. Joseph P. Wiercinski
Mr. Gordon A. Wilber
Ms. Dorothy J. Wilcox
Ms. Diana Williams
Mr. & Mrs. Lawrence A. Williams
Mr. & Mrs. Matthew A. Williams
Mr. & Mrs. Richard A. Williams
Mr. & Mrs. Todd M. Williams
Mr. & Mrs. Frank R. Williamson
Mr. W. P. Williamson, III
Mr. David Williford
Mr. & Mrs. Larry Wilson
Mrs. Marlene Wilson
Dr. Sonya M. Wilt
Dr. & Mrs. Eric J. Wingler
Ms. Desiree Winkle
Mr. Larry D. Wire
Ms. Diane Wittik
Miss Laurie B. Wittkugle
Mr. Vince Wloch
Mr. & Mrs. John Woge
Mr. Joe Wojtowicz
Mr. & Mrs. Garry M. Womer
Mr. Harry B. Wood, Jr.
Mrs. Patricia C. Woodings
Mr. & Mrs. Doug Woodring
Ms. Olizia Woods
Mr. John Worthington
Mrs. Arlene N. Wright
Mr. & Mrs. Thomas Wright
Mr. Karl Yarabenetz
Mrs. Jeanette H. Yasgur
Mrs. H. Yauger
Ms. Mary Yee
Mrs. Gretchen Yeo
Mr. Brett Young
Mr. & Mrs. David J. Young
Mr. & Mrs. Kenneth E. Young

Dr. & Mrs. Warren M. Young
Ms. Misook Yun
Mr. Richard Zacharias
Mr. & Mrs. Terry L. Zahniser
Ms. Marian L. Zeigler

Dr. Matthias Zeller
Mr. & Mrs. Richard J. Zitto
Mrs. Sarah G. Zuckerman
Ms. Lynn Zvara

Total Cash Contributions

\$93,358.00



YOUNGSTOWN STATE UNIVERSITY
Interfund Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for Third Quarter 2009

FROM	TO	AMOUNT	REASON
Property Acquisition Fund (Unrestricted Plant Fund)	Southeast Gateway (Unrestricted Plant Fund)	\$300,000	To fund remaining purchase price of \$300,000 for Pilgrim Collegiate Church. The original price was \$315,000 and the remainder will be paid in increments of \$25,000 and \$275,000 over the next two years.

Agenda Item E.3.b.
Exhibit B

UNIVERSITY GUIDEBOOK

Subject: Sensitive Information

Developed by:	Jason Rakers, Michael Hrishenko	Authorized by:	David C. Sweet
Title:	Interim Executive Directors for Technology Services	Title:	President
Date:	February 2009	EFFECTIVE:	March 13, 2009

Policy: The University creates and maintains sensitive information as part of normal operations. Proper handling of sensitive information is every employee's responsibility. Sensitive information must be properly safeguarded at all times.

RESOLUTION NUMBER: YR 2009-

Purpose: This Sensitive Information policy helps establish what constitutes sensitive information – i.e., information that should not be disclosed within or beyond YSU without proper authorization and safeguards – and how such information should be protected.

Scope:

Sensitive information is information that YSU and its employees have a legal, regulatory, and/or business interest obligation to protect. This policy addresses safeguards for handling traditional sensitive information, such as paper documents and verbal communications, and also addresses safeguards for electronic information. Due to the convenience of storing and transporting information electronically, instances and risk of sensitive data exposure increase. Disclosure of sensitive information, even unintentionally, could result in personal, financial and/or legal damage to individuals or the organization.

Definitions:

For the purposes of this policy, information has three main classifications:

1. **Personal Information = HIGHLY SENSITIVE** information that the University is required to protect, often due to governing laws including FERPA, GLBA, HIPAA, and PCI DSS* Compromise of personal information has specific negative consequences and requires that the University take specific actions. This category encompasses information not freely available that can be associated with a particular individual including:
 - a. Social Security Number
 - b. Credit Card numbers
 - c. Driver's License number

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

2. Confidential Information = SENSITIVE information having different degrees of sensitivity but still requiring that confidentiality must be maintained. Included is information that must be very closely safeguarded such as:
 - a. Trade secrets
 - b. Employee benefit information
 - c. Student information (non-directory)
 - d. Account Passwords/PINS
 - e. Digitized signatures
 - f. Encryption keys
 - g. Medical records

3. YSU Public Information = information that has been specifically declared and approved as public by YSU. It includes information such as student directory information to the extent permitted under FERPA or records approved as public by the General Counsel's Office in response to a public records request.

Guiding Principles:

- All YSU employees and agents who have access to sensitive information have a role in securing it.
- Sensitive information transcends the medium on which it is stored or communicated. More specifically, sensitive information is sensitive regardless of whether it is verbal, on paper, electronic or any other format.

Requirements:

- Sensitive information must be physically secure when not attended.
- Sensitive information stored or transmitted electronically must be encrypted.
- Sensitive information cannot be shared with unknown individuals claiming YSU association who self-identify or reference known YSU individuals to establish their identity unless those references are checked.
- Communication of sensitive information by an employee requires proper procedural safeguards and the written pre-approval of the department supervisor/Chair and division officer/Dean.
- Physical removal of sensitive information from the YSU campus by an employee requires proper procedural safeguards and the written pre-approval of the department supervisor/Chair and division officer/Dean.
- Storage of YSU related sensitive information on personally owned electronic devices by an employee requires proper procedural safeguards and the written pre-approval of the department supervisor/Chair and division officer/Dean.
- All YSU employees are required to attend sensitive information training.

Procedures:

1. TAKE STOCK – assess information in all formats to identify sensitive information. This is a responsibility of all employees having YSU related information access.
2. SCALE DOWN – keep only the information that is needed to perform your job responsibilities and as identified by the YSU Records Retention procedure. The need to store and/or communicate sensitive information requires written approval using the *Highly Sensitive Information Storage Request* form.
3. LOCK IT – protect sensitive information in your care through actions including the following:
 - a. Physically secure the information (e.g., lock physical spaces such as offices, cabinets, desks. Secure computers and other data storage devices with locks).
 - b. Encrypt the information when it is stored electronically.
 - c. Use only secured methods for transmitting sensitive information (note: email, internet, web and wireless transmissions are not secure for sensitive information by default but steps can and must be taken to secure these methods of delivery).
 - d. Verify requester's identity and validity of requests for sensitive information communications.
4. PITCH IT – properly dispose of information not needed to perform job duties. Proper disposal techniques include shredding or electronically “wiping” files. Note that deleting files electronically and/or reformatting drives are not proper disposal techniques.
5. PLAN AHEAD – take positive measures to ensure proper response to potential sensitive information incidents. For example, know and document who has been granted access to what sensitive information. Have appropriate software installed on computers, cell phones and other devices. Identify appropriate notification paths to pursue if sensitive information is compromised (including the Office of the General Counsel if personal information is compromised). Use change in responsibilities and resources as an opportunity to begin again at Step 1 (Take Stock) as part of continuous quality improvement planning.

* FERPA (Family Educational Rights and Privacy Act); GLBA (Gramm-Leach-Bliley Act); HIPAA (Health Insurance Portability and Accountability Act); PCI DSS (Payment Card Industry Data Security Standard)

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
OCTOBER 1, 2008 - DECEMBER 31, 2008**

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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October 2008

None.							
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November 2008

None.							
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December 2008

None.							
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PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL

NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
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October 2008

Ms. Heather DiGregorio	F/C	Replacement	Coordinator of External Testing	Comprehensive Testing Center	10/1/2008	\$10,176 .5 FTE \$27,136	
Ms. Monica Jones	F/B	New	Academic Coordinator	Beeghly College of Education	10/2/2008	\$29,952 1.0 FTE \$40,138	Externally Funded

November 2008

Mr. Edward Villone	M/C	Replacement	Academic Advisor	Bitonte College of Health and Human Services	11/1/2008	\$7,658 .25 FTE \$45,948	
Ms. Shanna Sallmen	F/C	Replacement	Development Officer I	University Development	11/5/2008	\$40,500 1.0 FTE	
Mr. David Ewing	M/C	Replacement	Associate Director Grounds and Motor Pool	Grounds and Motor Pool	11/17/2008	\$31,250 1.0 FTE \$50,000	

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
OCTOBER 1, 2008 - DECEMBER 31, 2008**

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
Ms. Amanda Reardon	F/C	New	Development Officer I	University Development	11/17/2008	\$38,000 1.0 FTE	Externally Funded
Ms. Tricia Perry	F/C	New	Coordinator of Events	Rich Center for Autism	11/17/2008	\$25,000 1.0 FTE	Externally Funded

December 2008

None.							
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CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS

October 2008

Ms. Pamela Horvath	F/C	Reassignment	Student Services Counselor	Student Affairs	10/13/2008	\$45,635.20	
Ms. Evangeline Burzynski	F/C	Reclassification	Human Resource Analyst 1	Human Resources	10/26/2008	\$36,712.00	

November 2008

Ms. Elizabeth Nelson	F/C	Promotion	Systems Analyst 2	Computer Services	11/9/2008	\$58,011.20	
Ms. Ashley Thompson	F/C	Replacement	Secretary	Physical Therapy & Social Work	11/10/2008	\$30,534.40	
Ms. Carol Franklin	F/C	Promotion	Customer Service Asst. 1	Office of Finance Aid & Scholarship	11/12/2008	\$31,449.60	
Mr. Jonathan Jenyk	M/C	Promotion	Administrative Assistant 3	Student Accounts	11/16/2008	\$45,177.60	
Mr. Howard Lindsey	M/B	Re-Appointment	Maintenance Repair Worker 3	Facilities	11/17/2008	\$41,808.00	

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
OCTOBER 1, 2008 - DECEMBER 31, 2008**

CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY							
NAME	GENDER/RACE*	POSITION <i>NEW or REPLACEMENT (Including Vacant Position Budgeted Salary)</i>	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY/ FTE BASE SALARY	COMMENTS
December 2008							
Mr. Robert Forchione	M/C	Replacement	Systems Analyst 2	Computer Services	12/1/2008	\$54,662.40	
Ms. Diane M. Michelini	F/C	Promotion	Customer Service Assistant 1	Undergraduate Admissions	12/22/2008	\$31,928.00	
Mr. James Maiorca	M/C	Replacement	Maintenance Repair Worker 2	Facilities	12/22/2008	\$28,766.40	
Ms. Kimberly Jenkins	F/C	Reassignment	Human Resource Analyst 1	Human Resources	12/23/2008	\$34,590.40	
Mr. Thomas Lavender	M/C	Replacement	Maintenance Repair Worker 2	Facilities	12/29/2008	\$28,766.40	
SEPARATIONS							
NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION BUDGETED SALARY	COMMENTS
RETIREMENTS:							
Ms. Janice Schnall	F/C	P/A	Associate Director for Information Services	Maag Library	10/31/2008	\$65,969	
Ms. Mary Ann Ganofsky	F/C	P/A	Social Work Internship Director	Social Work	12/31/2008	\$54,942	
SEPARATIONS:							
Ms. Rosanna O'Neil	F/C	P/A	Head of Collection Services	Maag Library	10/10/2008	\$55,694	Resignation
Mr. Richard Pirko	M/C	Classified	Layout & Design Artist	Physics & Astronomy	10/17/2008	\$47,195.20	Death
Ms. Kathleen Robles	F/C	Classified	Secretary 2	Undergraduate Admissions	10/7/2008	\$42,369.60	Resignation

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
OCTOBER 1, 2008 - DECEMBER 31, 2008**

SEPARATIONS

NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION	COMMENTS
Ms. Ashley Martino	F/C	P/A.	Instruction Specialist I	Rich Center for Autism	11/24/2008	\$17,160	Resignation
Mr. Craig Bickley	M/C	P/A	Chief Human Resources Officer	Human Resources	12/23/2008	\$133,900	Resignation

A = Asian or Pacific Islander, origins in any of the original peoples of the Far East, Southeast Asia, Pacific Islands, or Indian subcontinent.

B = Black (not of Hispanic origin), origins in any of the black racial groups.

C = White (not of Hispanic origin), origins in the original peoples of Europe, North Africa, or the Middle East.

H = Hispanic, Mexican, Puerto Rican, Cuban, Central/South American or other Spanish culture.

N = American Indian or Alaskan Native, origins in any of the original peoples of North America.

**RESOLUTION TO ADOPT THE YOUNGSTOWN STATE UNIVERSITY
403(b) PLAN AND TO AUTHORIZE
THE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION
TO EFFECTUATE FULL COMPLIANCE THEREOF**

WHEREAS, Youngstown State University has sponsored a retirement plan arrangement under Internal Revenue Code Section 403(b); and

WHEREAS, the Internal Revenue Service has promulgated regulations under Code Section 403(b) that require the University to adopt a written plan document; and

WHEREAS, the written plan document for the Youngstown State University 403(b) Plan (the "Plan") must be adopted on or before December 31, 2009;

NOW, THEREFORE, BE IT RESOLVED, that the Youngstown State University Board of Trustees authorizes the Vice President for Finance and Administration to adopt the Plan and is further empowered to make such administrative changes to the Plan as are required to affect compliance with the Internal Revenue Service 403(b) regulations; and

BE IT FURTHER RESOLVED, that the Vice President for Finance and Administration has the authority to sign the final Plan on behalf of the Youngstown State University Board of Trustees at any time on or before December 31, 2009, such 403(b) Plan document to be retroactively effective to January 1, 2009, with the corresponding full weight and effect.