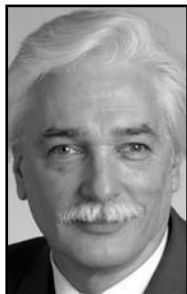


HR Matters to us all



Ron Chordas
Interim Executive
Director
Office of Human
Resources

Welcome to the inaugural issue of HR Matters, the newsletter from the YSU Office of Human Resources.

HR Matters will be published and distributed on campus three times a semester and once during the summer months.

The purpose of this new publication is to provide useful information to help employees wade through a variety of sometimes complex HR-related topics. We will provide information regarding health benefits, payroll issues, retirement benefits and personnel changes. We will update the activities of search committees, policy changes, Banner updates, revisions in organizational structures and activities of the Labor Management Council. Information pertaining to training opportunities, seminars and workshops will also be provided, as well as information on personnel changes in the HR and Payroll offices.

This newsletter is also part of the Office of Human Resources' continued efforts to be more responsive to employee informational needs and to get into the hands of all employees reliable information about the important HR issues that impact us all.

If you have suggestions on items that we could include in the newsletter, please contact Carol Trube at cltrube@ysu.edu.

New committee focuses on university's budget process

The Labor Management Council, which was formed to help improve labor relations on campus, has created a Budget Information Committee aimed at developing a better understanding of the university's budget.

Ron Chordas, interim executive director of Human Resources, said the purpose of the committee is to provide information and respond to questions and concerns from the campus community regarding the budget and the budget process.

"Our hope is that this committee, which is made up of people from across campus, will result in a clearer picture of the budget and how it is developed," said Chordas, emphasizing that the committee serves in an advisory capacity only.

"We hope to answer questions, have an open and frank dialogue and address any and all questions that relate to the budget."

The committee includes two representatives from each of the four bargaining units on campus (Association for Classified Employees, Ohio Education Association, Association of Professional and Administrative Employees and the Fraternal Order of Police), two representatives from YSU Student Government, two representatives from the Administrative/Executive Council, two representatives from the Academic Senate, two academic chairs, deans, the budget director and the executive director of financial affairs.

The committee is expected to begin meeting in February. That meeting is expected to include an overview of the university's budget by Budget Director Neal McNally.

Searches continue for four campus positions

At the time of publication, the university was in the process of four administrative job searches:

- **VP for Finance and Administration.** Two finalist candidates interviewed in January on campus.
- **Director of Equal Opportunity and Diversity.** Search began fall 2006.

Three candidates selected for campus interviews in January.

- YSU is undergoing a reorganization of its colleges. The Rayen College of Engineering and Technology will become the College of Science, Technology, Engineering & Mathematics (STEM), and the College of Arts and Sciences will become the College of Liberal Arts and

Social Sciences (CLASS). The search for **Dean and Professor, College of Liberal Arts and Social Sciences,** and **Dean and Professor, College of Science, Technology, Engineering & Mathematics,** began during fall semester.

HR welcomes new staffers



Sue Jones

Sue Jones and Carol Trube have joined the staff of Human Resources.

Sue, who has been at YSU since November 2002, is the new personnel aide in the office. She welcomes visitors to the HR offices in Jones Hall.

Sue answers questions about classified leave balances, in addition to monitoring the HR telephones and front desk. Prior to taking the position in HR, she worked in Payroll. She also has 15 years other experience in payroll at Trumbull Industries and Taylor Winfield.

Carol Trube is the new HR manager of classification and compensation. Carol reviews classifications for professional administrative staff and classified personnel. She also reviews requests for supplementary pay and independent contracts and verifies wage information for workers compensation.



Carol Trube

Before joining HR, Carol was the data manager at the Center for Urban and Regional Studies, where she maintained databases, conducted opinion poll surveys by phone, and created online surveys using Coldfusion web programming. She also designed and maintained multiple websites.

Carol is a registered nurse and graduated from YSU with a BSBA and MBA. Prior to her employment at YSU, she worked at Warren General Hospital in the nursing and human resources departments.

Dozens retire through ERIP

Dozens of employees have retired from YSU in the past several months through the Early Retirement Incentive Program. The Office of Human Resources and the entire YSU community thank the following retirees for their dedicated service and commitment to the university:

November: Ann Reed, Materials Management; Lois Romito, School of Graduate Studies and Research.

October: Joseph Scarnecchia, Support Services; Joe Iacobacci, Facilities Maintenance.

September: Kathleen Cavucci, Janitorial Services; H. Marlene Dailey, Provost's Office; Mildred McDonough, Student Accounts and University Receivables.

August: Janet Colucci, English; Janet Mitchell, Telephone Services; Mary Jo Repasky-Skea, Human Resources; Rita Roberts, Human Resources; Jacqueline Truitt, Maag Library.

July: Marianne Anderson, Financial Services; Richard Bevly, Events Management; Charles Daubner, Human Resources; Dean Franklin, Grounds; Joanne Lynch, School of Graduate Studies; Linda Mohn, MBA Programs; Diane Scacchetti, Human Resources; Edward Strauss, Athletics.

June: Barbara Bort, Grants Accounting; Carlotta Kane, Maag Library; Maria Lame, College of Arts & Sciences; Sandra Stanhope, Computer Services.

May: Mary Bodnovich, Records; Lois Catheline, Accounts Payable; Joseph Dubos, Facilities; Gloria Fedor, Maag Library; Jerry Fullum, Engineering and Tech; Christine Mastramico, Registrar; Leonard Ritz, Telephone Services; Charlotte Grant, Center for Student Progress; Carol Moisesides, Electronic Maintenance Services; Carol Yarnell, Student Diversity Programs

April: Joan Brennan, Kilcawley Center; Phillip Crish, Grounds (Motor Pool); Renee Drissen, Admissions; Russell Harnack, Grounds; Mary Margaret Hovanes, Kilcawley Center; Willa Mattern, Educational Administration, Research & Foundations; Cleo Nas-topoulos, Computer Services; Karen Pomponio, Mechanical & Industrial Engineering; Pauline Saternow, Admissions; K.J. Satrum, Kilcawley Center; Kaye Snowberger, General Accounting; Georgia Trollo, Computer Services.

OPERS increases rates

Contribution rates for the Ohio Public Employees Retirement System increased by a half-percent as of Jan. 1, 2007, for both employees and employers. The increased rates will impact YSU professional and classified staff who are part of the OPERS system. The OPERS Retirement Board approved the incremental increases as one of many actions to help preserve health care coverage for members. Here are the 2007 contribution rates:

	Employees	Police
YSU pays	13.77%	17.17%
Employee pays	9.5%	10.1%

Note: The new rates started with pay periods that end in January 2007. If the pay period ends in the month of January 2007, YSU is required to apply the new contribution rates to the entire pay period, even if some days were worked in 2006. Contribution rates for the State Teacher Retirement System, which includes most YSU faculty, remain the same.

Online HR/Payroll system up and running

The new Banner HR/Payroll system, which provides employees secure, easy, around-the-clock access to their pay stub, deductions, health benefits, vacation and sick leave balances and other related information, is now in place.

By way of the new MyYSU portal, employees can electronically access and/or print their individual pay stubs from any computer/

printer with internet access. Pay stubs are no longer distributed to employees through campus mail or from the payroll office.

Instructions on how to use the new online system were distributed across campus and also are available at <http://www.ysu.edu/yes/>.

Implementation of the new system has been successful, although some problems

have occurred. Those issues have been and will continue to be addressed in an expeditious manner.

For questions concerning your pay stub, contact Payroll at Ext. 1470. For issues regarding leave and health care details, contact HR at Ext. 3122. For technical assistance, including password resets, call the Tech Desk at Ext. 1595.