

BOARD OF TRUSTEES



AGENDA

Wednesday, December 12, 2012

Youngstown

STATE UNIVERSITY

BOARD OF TRUSTEES' MEETING

Wednesday, December 12, 2012
3:00 p.m.

Tod Hall
Board Meeting Room

AGENDA

- A. Roll Call
- B. Proof of Notice of Meeting Held September 28, 2012
- C. Disposition of Minutes
- D. Report of the President of the University
- E. Report of the Committees of the Board
 - 1. Academic Quality and Student Success Committee
 - a. Joint Staff Report
 - b. Resolution to Approve Memorandum of Understanding for Youngstown Early College and Modification of Tuition Charge for Youngstown Early College Students
 - c. Resolution of Support for Local Government Innovation Fund Grant Application
 - d. Resolution to Accept the Resolution of the Boards of Humility of Mary Health Partners and Youngstown State University
 - 2. Institutional Engagement Committee
 - a. Resolution to Accept Development Gifts
 - b. Resolution to Name the James and Coralie Centofanti Center of Health and Welfare for Vulnerable Populations in the Bitonte College of Health and Human Services
 - 3. Finance and Facilities Committee
 - a. Resolution to Renew Audit Subcommittee Charter
 - b. Resolution to Approve Interfund Transfers
 - c. Report of the Audit Subcommittee, John R. Jakubek, Chair
 - d. Report of the Investment Subcommittee, Scott R. Schulick, Chair
 - 4. University Affairs Committee
 - a. Resolution to Approve Workplace Violence Policy
 - b. Resolution to Modify Acceptable Use of University Technology Resources Policy
 - c. Resolution to Modify Hiring and Selection Process, Contracts and Compensation for Intercollegiate Athletic Coaches Policy
 - d. Resolution to Modify Classified Civil Service Employees Policy
 - e. Resolution to Modify Domestic Partner Benefits Policy
 - f. Resolution to Ratify Faculty/Staff Appointments
 - g. Report of the Collective Bargaining and Negotiations Subcommittee, Scott R. Schulick, Chair
 - h. Report of the Intercollegiate Athletics Subcommittee, Delores E. Crawford, Chair
- F. Communications and Memorials
- G. Unfinished Business
- H. New Business
- I. Chairperson's Remarks
- J. Dates and Times of Upcoming Regular Meetings of the Board
 - Tentative Meeting Dates: 3 p.m., Wednesday, March 13, 2013
 - 3 p.m., Wednesday, June 12, 2013
 - 3 p.m., Wednesday, September 25, 2013
- K. Adjournment

DIVIDER

Academic Quality and Student Success Committee

**RESOLUTION TO APPROVE MEMORANDUM OF UNDERSTANDING
FOR YOUNGSTOWN EARLY COLLEGE AND MODIFICATION OF
TUITION CHARGE FOR YOUNGSTOWN EARLY COLLEGE
STUDENTS**

WHEREAS, on December 17, 2003, the Board of Trustees of Youngstown State University (“the Board”) passed a resolution of support for the creation of the Youngstown Early College (“YEC”); and

WHEREAS, on June 22, 2004, Youngstown State University and the Youngstown City School District entered into an initial five-year Memorandum of Understanding (“MOU”) for the establishment and operation of the YEC; and

WHEREAS, Youngstown State University and the Youngstown City School District entered into an agreement effective July 1, 2009, that continued the MOU until May 31, 2010; and

WHEREAS, during 2010, a transition team composed of representatives of Youngstown State University, the Youngstown City School District, and Eastern Gateway Community College (“Transition Team”) was formed to discuss a transition plan for the YEC; and

WHEREAS, on October 1, 2010, the Board approved a three year Memorandum of Understanding, effective until June 30, 2013, between Youngstown State University, the Youngstown City School District, and Eastern Gateway Community College regarding the transition of the YEC from Youngstown State University to Eastern Gateway Community College; and

WHEREAS, during the past two years the Transition Team has discussed the future of the YEC and has determined that it is in the best interest of YEC students for the YEC to continue to be operated at Youngstown State University; and

WHEREAS, Youngstown City School District is responsible for the payment of YEC student tuition and has requested that Youngstown State University offer a reduced tuition charge for YEC students so that the Youngstown City School District can continue to support and operate the YEC; and

WHEREAS, a reduced tuition charge for YEC students has been reviewed and discussed by the administration of the University, and the administration supports offering a reduced tuition charge for YEC students to ensure the continued viability of the YEC;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby authorize the University to enter into the attached Memorandum of Understanding with the Youngstown City School District for the Youngstown Early College; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Youngstown State University, pending approval from the Chancellor of the Ohio Board of Regents, approves a reduced tuition charge for Youngstown Early College students of \$106 per student credit hour for academic years 2013-14 and 2014-15, and that for academic years 2015-2016, 2016-17 and 2017-18, the tuition charge will increase by any corresponding percentage increase in undergraduate tuition rates approved by the Board of Trustees of Youngstown State University for University fiscal years 2016, 2017 and 2018.

MEMORANDUM OF UNDERSTANDING

Between
Youngstown City School District and Youngstown State University
Regarding
Youngstown Early College

This Memorandum of Understanding (MOU) is made between the Youngstown City School District (YCSD) and Youngstown State University (YSU) for the continued operation of an early college high school in Youngstown, Ohio (Youngstown Early College [YEC]). The purpose of YEC is to link the secondary and post-secondary educational experiences and to provide a transition between secondary and post-secondary education.

PREAMBLE

Mission: The mission of Youngstown Early College is to provide access to higher education to students with untapped potential for success, from limited economic means and/or from an underrepresented class via a seamless transition from high school in the Youngstown City School District into a four-year college degree program at Youngstown State University thereby enhancing the intellectual capacity and the skilled workforce within Northeastern Ohio.

Vision: It is the vision of the Youngstown Early College, an interactive partnership between the Youngstown City School District and Youngstown State University, to operate a YCSD high school on the YSU campus that will provide an educational experience for a maximum of 100 students per grade level; an educational experience that will lead to both a diploma from YCSD and a minimum of 45 semester hours of college course credit. It is envisioned that these students will, upon graduation from high school, enter into a baccalaureate degree program at YSU.

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

Objectives:

- To provide an opportunity for students with untapped potential, who would in many cases not finish high school and less likely earn a college degree, a mentored experience in which they would both finish high school and obtain a college degree, thereby improving the educational success within YCSD.
- To develop a mentored learning environment in an educational facility on the YSU campus to assure seamless access of YEC eligible students into higher education.
- To provide YEC students with the tools needed for success in high school and college.
- To assure retention of YEC students through their high school career and to enhance the retention rate of these students through a four-year degree program at YSU or another university.
- To provide the YEC students with a rigorous and challenging curriculum, taught by outstanding and dedicated faculty, that requires higher level thinking skills and that is supported in content by interdisciplinary studies and projects.
- To align Ohio secondary education standards with college course work for easy matriculation through the program.
- To provide faculty within YEC and faculty from YSU with faculty development opportunities to prepare them for participation in the YEC.
- To enhance the intellectual potential and skilled work force within the Mahoning Valley and surrounding regions.

In consideration of the mutual promises and covenants made herein and for other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, YCSD and YSU agree as follows:

I. YCSD and YSU Responsibilities

The continued success of YEC will require extensive cooperation and support from YCSD and YSU. Neither YSU nor YCSD will take any action in connection with the operation of YEC or the performance of this MOU which would interfere with, or result in interference with, the operation of or the delivery of instruction on YSU's campus or at YEC, or otherwise cause or result in the impairment or reduction of the good will and reputation of YSU or YCSD.

II. YSU Responsibilities

A. Grant of License and Term

YSU hereby grants YCSD a license permitting YCSD, its officers, employees, agents, students, and individuals acting in furtherance of YEC and this MOU, (collectively also referred to as YCSD) to enter upon the property of YSU to operate YEC as herein described for the purposes, in the manner, and for the period of time authorized by this MOU. This MOU shall commence on July 1, 2013 and shall terminate on the 30th day of June, 2018, unless terminated sooner pursuant to Paragraph VI.

B. Permitted Use of YSU Facilities

1. YSU will allocate space to YCSD on the second floor of Fedor Hall for the operation of YEC in accordance with the floor plan contained in Exhibit A and the terms and conditions of this MOU (Assigned Premises). Annual space allocation increases in the Assigned Premises to meet the needs of increasing enrollment in YEC will be made by YSU in consultation with YCSD.

2. In addition to the Assigned Premises, YCSD will be allowed access to other spaces, areas and facilities on YSU's campus in connection with the operation of YEC as mutually agreed upon by the parties in accordance with the terms and conditions of this MOU (Additional Space). Additional Space includes, but is not limited to, classrooms, laboratories, computer labs, Maag Library, and recreational facilities.

3. YCSD will also be allowed access to Common Areas, as hereinafter defined, in the same manner and pursuant to the same policies, rules, and regulations that access is allowed to the campus community. Common Areas may be designated by YSU in its sole discretion and include, but are not limited to, the following areas: parking, driveways, service courts, access and egress roads, sidewalks, landscaped and planted areas, emergency corridors, public restrooms, and general circulation space.

4. In allowing access to Additional Space and Common Areas, YSU makes no representations nor assumes responsibility as to the lawful nature of access to these areas by YEC students, except to the extent the YEC students are accessing these areas in their capacity as a YSU student.

5. YSU and its employees, agents or representatives reserve the right to enter and inspect, examine, repair or improve the Assigned Premises, Additional Space and Common Areas at any or all times. In exercising its right to enter the Assigned Premises, YSU will make a good faith effort to minimize disruption to the operation of YEC.

6. To YSU's knowledge, the Assigned Premises, Additional Space and Common Areas comply with all applicable laws, ordinances, regulations and requirements of governmental authorities having jurisdiction thereof and are in good working order. During the term of this MOU, YSU will clean, maintain and repair the Assigned Premises, Additional Space and Common Areas, including building structures, utilities and mechanical systems on campus, including but not limited to electrical, plumbing, water, sewer, and heating, ventilating and air conditioning systems.

C. In-Kind Support

At no cost to YCSD except as otherwise provided in this MOU, YSU will provide YCSD with a variety of in-kind support for the operation of YEC with respect to facilities, resources, faculty, staff and students. YSU's financial support for the operation of YEC will be limited to in-kind support. Such in-kind support includes use of Assigned Premises, Additional Space, Common Areas, utilities, janitorial, maintenance, security, and YSU administrative, faculty and student resources. The extent and type of any additional in-kind support shall be determined by YSU in its sole discretion, in consultation with YCSD in an advisory capacity.

III. YCSD Responsibilities

A. Except for YSU's in-kind support, YCSD will be solely responsible for the funding and operation of YEC, including but not limited to YCSD administrative costs, YCSD faculty positions, purchased services from YSU for two academic coordinators which includes salary and benefits, parking for YEC faculty and administrative staff, student services and instruction, and testing related to the high school component of YEC. YSU and YCSD will annually discuss YEC positions and services to determine if such positions and services remain necessary for the successful operation of YEC. YCSD will annually allocate adequate funds to ensure the successful operation of YEC and will provide an annual YEC operating budget to YSU.

B. YCSD will only hire faculty for YEC who meet the applicable YSU established minimum requirements, as well as the established YSU individual departmental minimum requirements for appointment as a part-time YSU faculty member. The Superintendent of YCSD, with input from YSU, will select the Dean of the YEC and the YEC staff.

C. YCSD, in cooperation with YSU, will prepare an annual report upon the completion of each academic year regarding the financial status and student progress/success of YEC.

D. YCSD will occupy and use the Assigned Premises, Additional Space and Common Areas only for the operation of YEC as provided herein. YCSD will operate YEC on YSU's campus in accordance with all applicable YSU policies, and with all applicable local, state and federal ordinances, laws, rules, regulations and orders, and obtain and maintain any permits, certificates or licenses required for the lawful operation of YEC. YSU reserves the right to periodically amend and/or adopt any policy, rule or regulation that it determines to be appropriate. In the event of a health and safety emergency, YSU's policies, rules, regulations and procedures control.

E. YCSD will pay YSU 100% of the reduced tuition charge of \$106 per student credit hour, fees and costs for YEC students taking YSU classes during academic years 2013-14 and 2014-15. For academic years 2015-16, 2016-17 and 2017-18, the tuition charge will increase by any corresponding percentage increase in undergraduate tuition rates approved by the YSU Board of Trustees for fiscal years 2016, 2017 and/or 2018. The reduced tuition charge offered by YSU to YEC students during the term of this Agreement is subject to approval from the Chancellor of the Ohio Board of Regents.

F. For purposes of University security, YEC faculty, administrative staff, students and visitors will carry identification cards while on YSU's campus. Identification cards will be provided by YSU.

G. YCSD, along with YSU, will develop, maintain and implement a zero-tolerance stringent code of conduct for all students and individuals involved in the operation of YEC and the furtherance of this MOU. YCSD shall inform the students, parents, guardians, faculty, staff and volunteers of YEC that their continued participation in YEC is contingent upon their compliance with the zero-tolerance stringent code of conduct and YSU's applicable policies, rules and regulations. YCSD will require each student, parent, guardian and volunteer of YEC to sign an agreement that they will abide by YEC's code of conduct when acting in their capacity as a YEC student, and that when YEC students are enrolled in YSU classes, they will be bound by YSU's code of conduct when acting in their capacity as a YSU student. Except to the extent enrolled in YSU classes, YEC students are students of YCSD. When enrolled in YSU classes, YEC students are YSU students and shall have all of the benefits and responsibilities of YSU students. Continued participation in YEC will be determined by YSU and YEC in accordance with the parties' applicable codes of conduct, policies and procedures, including applicable due process provisions.

H. If YSU determines in its sole discretion that any individual(s) compromise or threaten the health, safety or welfare of the campus community, YSU may request that YCSD remove such individual(s) from campus. If YCSD does not comply with YSU's request, YSU may, at its option, remove such individual(s) in accordance with applicable policies, laws and regulations. Both YSU and YCSD will determine such individual(s)' continued participation in YEC in accordance with the parties' applicable codes of conduct, policies and procedures, including applicable due process provisions.

IV. Insurance; Assumption of Risk; Damage

A. On or before July 1, 2013, YCSD will obtain and maintain: 1) a comprehensive general liability insurance policy relating to its operation of YEC in the amount of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) annual aggregate with respect to personal injury or death, and not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) annual aggregate with respect to property damage; and 2) fire and extended coverage, vandalism, malicious mischief and special extended coverage insurance in an amount adequate to cover the cost of replacement of all building and/or facility improvements made by or on behalf of YCSD in connection with the operation of YEC or the performance of this MOU, as well as the replacement cost of all fixtures, equipment, contents and personal property therein. All such policies shall contain a provision which requires notice to YSU thirty (30) days in advance of any termination of coverage.

B. At least fourteen (14) days prior to the required date of insurance coverage, YCSD will provide to YSU a certificate of insurance for all required policies, and evidence or workers' compensation coverage for YCSD employees involved in the operation of YEC or the performance of this MOU. YCSD shall name YSU as an additional named insured on the policies required by this section. YSU shall name YCSD as an additional named insured for property and liability insurance coverage maintained by YSU in connection with this MOU.

C. Subject to any applicable limitations of the Ohio Revised Code, and limited to the extent of the insurance coverage provided in paragraph 1, Section IV herein, YCSD and YSU shall assume the full risk of, and responsibility for, any damage, injury, cost or expense arising from or related to the operation of YEC and the performance of this MOU that is caused by or arises from the negligent conduct of their respective officers, agents, employees, representatives, or volunteers. If the parties have overlapping insurance coverage for any particular claim, then YCSD's coverage will be primary. The assumption of risk and responsibility set forth herein shall not operate as a bar to any claim either party may have against third

parties for any damage, injury, cost or expense arising from or related to the operation of YEC and the performance of this MOU.

D. If the Assigned Premises, Additional Space or Common Area utilized by YCSD in connection with the operation of YEC or the performance of this MOU are damaged by fire or other casualty, YSU in its sole discretion may, but shall be under no obligation to, restore or repair the damage. YCSD, with YSU's advance written permission, may at its option restore or repair the damage or establish alternate space, at its own expense. If the damage is not repaired or restored within sixty (60) days and YCSD ceases operation of YEC at that location, then YCSD will vacate those premises. In that event, YSU will make a reasonable effort to relocate YEC to another location on campus.

E. YSU shall not be liable to YCSD for any claim for damages or cause of action due to interruption of YCSD's business caused by fire or other casualty or any other cause. YCSD shall not be liable to YSU for any claim for damages or cause of action due to interruption of YSU's business caused by fire or other casualty or any other cause.

V. Property Improvements and Alterations

A. YCSD shall not engage in any construction, improvement, alteration, modification or repair to the Assigned Premises, Additional Space or Common Areas utilized by YCSD in connection with the operation of YEC or the performance of this MOU without YSU's prior written permission.

B. YSU reserves the right to enter and/or make any changes to the Assigned Premises, Additional Space and Common Areas utilized by YCSD in connection with the operation of YEC or the performance of this MOU that YSU determines in its sole discretion to be reasonable and necessary for the operation, repair or maintenance of YSU, provided that YSU provides YCSD with reasonable advance notice if appropriate and to the extent possible. YSU will make a good faith effort to enter and/or make any changes in a manner that is the least disruptive to the operation of YEC.

VI. Default and Effects of Termination

A. Either party may immediately terminate this MOU for an event of default. Abandonment or vacation of the Assigned Premises by YCSD, failure to operate the YEC for a period of one (1) year, or a breach of this MOU that remains uncured for more than thirty (30) days after receiving notice of the breach, unless the parties agree to an extension which shall not be unreasonably withheld, will constitute an event of default. Either party may also terminate this MOU at any time with twelve (12) months written notice, or as otherwise provided by this MOU. The parties agree that termination of this MOU shall not occur during an academic term.

B. If this MOU expires or is terminated for any reason by either party, YCSD, in coordination with YSU, will arrange for the removal of YCSD's personal property from the Assigned Premises, Additional Space and Common Areas, and will promptly surrender to YSU all keys, access cards, parking cards, or other similar items used by YCSD, its officers, employees or agents to obtain access to the Assigned Premises, Additional Space, Common Areas or any other YSU space, area, or facility used by YCSD or any individual in connection with the operation of YEC or in furtherance of this MOU.

VII. Notice

Any notice or other communication made pursuant to this MOU shall be sent via registered or certified mail, overnight courier, or telecopy confirmed by telephone and followed by delivery of hard copy pursuant to one of the above methods, and shall be deemed given when deposited, postage prepaid, in the United States mail or with an overnight courier service, or telecopied, addressed as set forth below, or to such other address as any of the parties shall advise the other in writing:

If to YCSD:

Office of the Superintendent
Youngstown City School District
P.O. Box 550
Youngstown, OH 44501-0550

with a copy to:

Office of the Treasurer
Youngstown City School District
P.O. Box 550
Youngstown, OH 44501-0550

If to YSU:

Office of the President
Youngstown State University
One University Plaza
Youngstown, OH 44555-3101

with a copy to:

Office of the General Counsel
Youngstown State University
One University Plaza
Youngstown, OH 44555-2340

The parties agree that notice by telecopy is preferred, if possible.

VIII. Nondiscrimination

Neither party or their agents, officers, employees, representatives, subcontractors or persons acting on their behalf, shall discriminate against any person by reason of race, color, religion, sex, age, handicap/disability, national origin, sexual orientation or identification as a disabled and/or Vietnam Era Veteran and shall comply with all applicable federal, state and local laws and regulations, in connection with the operation of YEC and the performance of this MOU.

IX. Relationship between the Parties

A. The relationship between the parties to this MOU shall be that of independent contractors and shall not be construed as a formal legal partnership. Neither party during the term hereof shall attempt to bind or represent to any person that it has the authority to bind the other to any contract or obligation.

B. All persons currently employed by YCSD or hereinafter employed by YCSD and engaged in duties furthering this MOU shall remain YCSD employees subject to all conditions and obligations relating to said employment, and shall not by operation of this MOU become the employees of YSU or become eligible for any benefits to which YSU employees are eligible or be considered a member of any YSU collective bargaining unit.

X. Miscellaneous Provisions

A. Invalidity

If one or more of the provisions of this MOU are determined to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other provision of this MOU.

B. Ohio Law

This MOU shall be interpreted under the laws of the State of Ohio.

C. Waiver

A Waiver of a breach of any provision of this MOU shall only be affected if such waiver is expressed in writing and signed by the waiving party. No waiver of a breach of any provision of this MOU by either party shall constitute a continuing waiver, nor shall the same be deemed to be a waiver of any subsequent breach.

D. Entire Agreement and Amendment

This MOU contains the entire agreement of the parties. This MOU supersedes all prior and contemporaneous agreements and understandings, oral or otherwise, between the parties with respect to the matters contained in this MOU and may not be modified or amended except by a written instrument executed by the parties.

E. Headings and Subheadings

The headings and subheadings used in this MOU are intended for convenience only and shall not be considered in construing or interpreting this MOU.

IN WITNESS WHEREOF, the parties represent that they have the authority to carefully enter into this MOU, and do so by and through their authorized representatives with the intention of being legally bound thereby.

YOUNGSTOWN CITY SCHOOL DISTRICT

By: _____

Printed Name: Dr. Connie Hathorn

Title: Superintendent, Board of Education

Date: _____

YOUNGSTOWN STATE UNIVERSITY

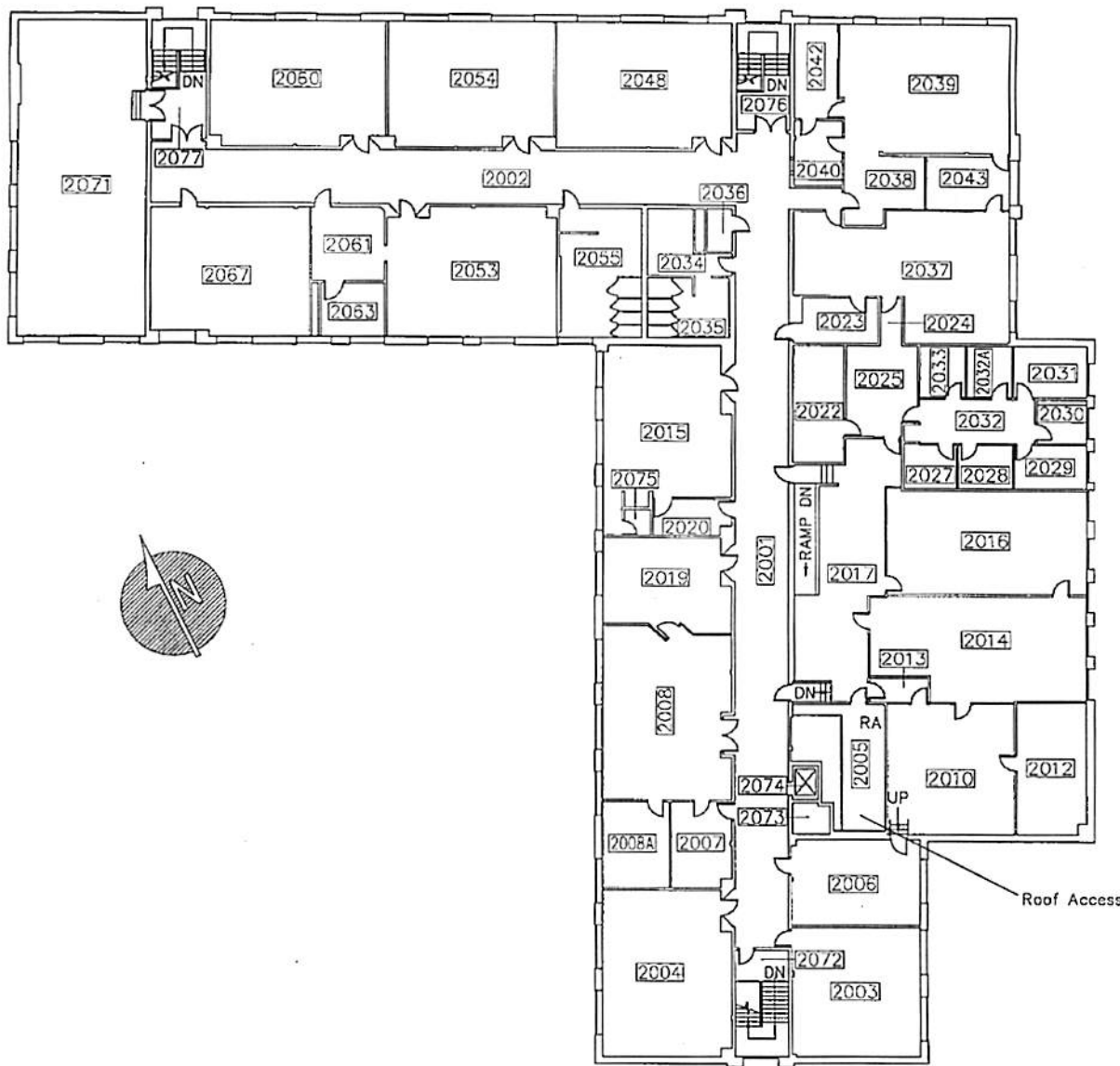
By: _____

Printed Name: Dr. Cynthia Anderson

Title: President

Date: _____

EXHIBIT "A"



YSU

0 5 10 20 40
SCALE: 1/32"=1'-0"

Fedor Hall		File: 13-FLR2.DWG	Revisions: 05/12/09
Num. 13	Floor: 2	Date: 06/29/94	AutoCAD v12

**RESOLUTION OF SUPPORT FOR LOCAL GOVERNMENT
INNOVATION FUND GRANT APPLICATION**

WHEREAS, Youngstown State University (YSU) is a member of the Eastern Ohio P-16 Partnership, and

WHEREAS, the Ohio Department of Development has available funds for the Local Government Innovation Fund (LGIF), and

WHEREAS, the LGIF can assist the Eastern Ohio P-16 Partnership in the planning of a collaborative cradle to career framework to increase efficiency and collaboration of county educational service centers, public school districts, education and child focused non-profits, private sector businesses and other education stakeholders, and

WHEREAS, the creation of a collaborative cradle to career framework will allow education stakeholders to align approaches and more easily identify best practices resulting in reduced costs and increases in student achievement, and

WHEREAS, as a member of the Eastern Ohio P-16 Partnership, YSU would benefit by the creation of an evidence-based cradle to career framework and infrastructure to improve student achievement, strategy implementation and system level changes, and

WHEREAS, the ability to research and plan a collaborative cradle to career network could result in the creation of more effective ways to provide children with the support needed to be sufficiently prepared for college and career, and

WHEREAS, YSU supports this effort and grant application for approximately \$75,000, with a required match of at least 10% that shall be allocated by Ohio Education Matters.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby support the Local Government Innovation Fund Grant application, and agrees, if awarded, to participate in the Eastern Ohio P-16 Partnership's planning of a collaborative cradle to improve the education of children in Ashtabula, Columbiana, Mahoning and Trumbull counties.

**Board of Trustees Meeting
December 12, 2012
YR 2013-**

Agenda Item E.1.c

**RESOLUTION TO ACCEPT THE
RESOLUTION OF THE BOARDS OF HUMILITY OF MARY
HEALTH PARTNERS AND
YOUNGSTOWN STATE UNIVERSITY**

WHEREAS, Youngstown State University and Humility of Mary Health Partners are forming a collaborative partnership; and

WHEREAS, Youngstown State University provides high-quality education for students pursuing careers as health care professionals; and

WHEREAS, Humility of Mary Health Partners provides premier health care to the region, with the goal of improving the health of our communities; and

WHEREAS, the synergy between the institutions results in an excellent system of health care delivery; and

WHEREAS, Youngstown State University and Humility of Mary Health Partners will pursue effective relationships that will further strengthen endeavors to meet the region's health care needs; and

WHEREAS, in pursuit of these goals, Youngstown State University and Humility of Mary Health Partners are soliciting the respective board resolutions to authorize the leadership teams of Youngstown State University and Humility of Mary Health Partners to take the necessary steps and agree:

- To work together to establish a multi-use facility for the purposes of clinical and medical education, including classroom facilities, simulation labs, and an actual practice learning clinic(s).
- To assess how legally and effectively the leadership team can collaborate to establish a joint facility for education purposes, that would include shared ownership and responsibility.
- To establish a collaborative and non-competitive way to secure funding for the project.

Youngstown

STATE UNIVERSITY

- To develop shared governance structure and process for joint use of the facility.
- To delineate all promotional and marketing efforts and materials associated with this project strictly for the purpose of the Youngstown State University/Humility of Mary Health Partners partnership.
- To provide YSU nursing and other health professionals with primary consideration (after HMHP's Mercy students) for clinical placement and upon graduation employment opportunities.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University accepts the Resolution of the Boards as proposed and signed by Humility of Mary Health Partners.

**Board of Trustees Meeting
December 12, 2012
YR 2013**

Agenda Item E.1.d

**Resolution of the Boards
of
Humility of Mary Health Partners and Youngstown State University**

Whereas, Humility of Mary Health Partners ("HMHP") provides premier health care to the region, with the goal of improving the health of our communities; and

Whereas, Youngstown State University ("YSU") provides high quality education for students pursuing careers as health care professionals; and

Whereas, Youngstown State University ("YSU") and Humility of Mary Health Partners ("HMHP") share the common goal of assuring high quality educated and skilled talent committed to improving the health of our Community;

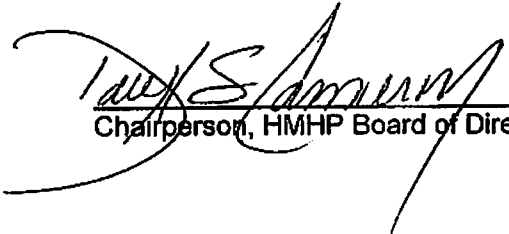
RESOLVED, as follows:

1. HMHP and YSU Boards hereby charge YSU and HMHP to enlist the synergy between these two institutions that result in an excellent system of health care delivery, and hereby to continue to pursue legal, collaborative and effective relationships that further meet the region's health care needs.
2. HMHP and YSU Boards do hereby authorize the leadership teams of HMHP and YSU to take the necessary steps:
 - a. To work together to establish a multi use facility for the purposes of clinical and medical education. The model would include classroom facilities, simulation labs, and an actual practice learning clinic(s). Differentiating factors to this model would include a learning environment that fosters collaboration among the various health care disciplines that provides the latest technology and allows students to learn how to provide value driven health care.
 - b. To assess how legally and effectively YSU and HMHP can establish such joint facility for educational purposes. This could include shared use and clearly-defined responsibility.
 - c. To establish a collaborative and non-competitive way to jointly raise funding for the project.
 - d. To develop a shared governance structure and process for joint use of the facility.
 - e. To delineate all promotional and marketing associated with this project exclusively between the YSU/HMHP partnership.

- f. To provide YSU nursing and other health professionals with primary consideration (after HMHP's Mercy students) for clinical placement and employment opportunities upon graduation.

To this end, the YSU and HMHP Boards do hereby authorize the leadership teams of YSU and HMHP to take all actions necessary and appropriate to carry out the intent of the foregoing resolutions.

Resolved this 6th day of November 2012.



Chairperson, HMHP Board of Directors

Chairperson, YSU Board of Trustees

DIVIDER

**Institutional Engagement
Committee**



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 her 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 she 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.

**Board of Trustees Meeting
December 12, 2012
YR 2013-**

Agenda Item E.2.a

**UNIVERSITY GIFTS
EXECUTIVE SUMMARY
Fiscal Year 2012-2013 First Quarter
July 1, 2012-September 30, 2012**

Gifts Received	Number of Gifts	Amount
University Development	742	\$ 503,279
Total University Gifts	742	\$ 503,279
Alumni Relations	214	\$ 13,185
WYSU-FM	121	\$ 12,999
		Agenda Item E.2.a
		Exhibit C

**RESOLUTION TO NAME
THE JAMES AND CORALIE CENTOFANTI
CENTER OF HEALTH AND WELFARE FOR VULNERABLE POPULATIONS
IN THE BITONTE COLLEGE OF HEALTH AND HUMAN SERVICES**

WHEREAS, Youngstown State University and the Bitonte College of Health and Human Services are committed to preparing graduates to excel in health care and human service professions; and

WHEREAS, the Bitonte College of Health and Human Services seeks to enhance its ability to address the most salient concerns affecting service populations in the areas of health and welfare; and

WHEREAS, the ability to implement these enhancements is largely dependent on private funding; and

WHEREAS, the James and Coralie Centofanti Charitable Foundation has made a gift of \$1 million to the Bitonte College of Health and Human Services; and

WHEREAS, James Centofanti was born in Italy and came to the United States as a young boy, grew up to serve his country in the U.S. Marine Corps during World War II, and ultimately became a successful business owner, philanthropist, and horseman; and

WHEREAS, the generosity and humanitarian efforts of James and Coralie Centofanti in their lifetimes made the Mahoning Valley a better place to learn and live; and

WHEREAS, the Centofanti Foundation's gift to Youngstown State University will be utilized for student scholarships, internships, faculty research, workforce development, and a lecture series in the Bitonte College of Health and Human Services; and

WHEREAS, the University and the Board of Trustees wish to provide appropriate recognition to James and Coralie Centofanti for their significant contribution and commitment to Youngstown State University;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University designate a center in the Bitonte College as The James and Coralie Centofanti Center of Health and Welfare for Vulnerable Populations; and

BE IT FURTHER RESOLVED, that copies of this Resolution be presented to David J. Centofanti, son of James and Coralie Centofanti; Joseph J. Centofanti, brother of James Centofanti; and Mark Graham, Trustee to the Centofanti Charitable Foundation, for their facilitation of this gift.

DIVIDER

Finance & Facilities Committee

RESOLUTION TO RENEW AUDIT SUBCOMMITTEE CHARTER

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

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

WHEREAS, the changes to the Charter are recommended for approval by the Board of Trustees;

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

**RESOLUTION TO APPROVE
INTERFUND TRANSFERS**

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

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

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



YOUNGSTOWN STATE UNIVERSITY
Interfold Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for Second Quarter 2013

FROM	TO	AMOUNT	REASON
General Fund Operating Reserve (Unrestricted Quasi-Endowment Fund)	Health Care Reserve (New Unrestricted Quasi- Endowment Fund)	\$2,914,862	Transfer funds to establish Health Care Reserve Fund in accordance with existing labor agreements. Amount reflects the difference between the FY 2012 health care expenses and the fully insured equivalent funding estimate, both reported by Health Care Consultants.
Academic Building Renovations - Bond Proceeds (Restricted Plant Fund)	West of 5th Avenue Fields - Bond Proceeds (Restricted Plant Fund)	\$2,250,000	Transfer funds to new projects.
General Fund Operating Reserve (Unrestricted Quasi-Endowment Fund)	Budget Stabilization Reserve (Designated Fund)	\$1,000,000	As part of FY2013 contingency plan, to rescind budgeted transfer to Operating Reserve in response to enrollment decline.
Intercollegiate Athletics (Auxiliary Fund)	Budget Stabilization Reserve (Designated Fund)	\$259,038	As part of FY2013 contingency plan, to rescind the FY2013 increase in Athletics' General Fund support in response to enrollment decline.

Agenda Item E.3.b
Exhibit D

DIVIDER

University Affairs Committee

**RESOLUTION TO APPROVE
WORKPLACE VIOLENCE POLICY**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of an Institutional Policy governing Workplace Violence, policy number 7001.04 of the *University Guidebook*, shown as Exhibit E attached hereto.

NEW POLICY
UNIVERSITY GUIDEBOOK

Title of Policy:	Workplace Violence
Responsible Division/Office:	Human Resources
Approving Officer:	President
<i>Revision History:</i>	July 2012
Resolution Number(s):	YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: The policy provides a process and procedure that delineates Youngstown State University's commitment to providing a supportive work and learning environment that is safe, secure, and free from threats, intimidation and violence.

Purpose

The policy promotes an environment that encourages knowledge acquisition and productive employment, by assuring an appropriate and prompt response to any violence or threat of violence. Any incident will be managed in a professional manner utilizing all appropriate measures to preserve the confidentiality and autonomy of the affected individuals.

Definitions

Workplace Violence: any harm or threat of harm to a person or to property in the workplace. Workplace violence may include physical violence; sexual, emotional, and psychological intimidation; verbal abuse; possession of a deadly weapon; and/or use of University property or resources including telephone, fax machine, email, internet, or other means to threaten, harass, or abuse someone.

Workplace: any University owned or controlled property or University services or events.

Family and Relationship Violence: any type of domestic violence as defined by Ohio Revised Code 2919.25.

Deadly Weapon: any instrument, device, or thing capable of inflicting death, and designed or specially adapted for use as a weapon, or possessed, carried, or used as a weapon as defined by Ohio Revised Code 2923.11.

Zero Tolerance: All reported incidents will be investigated. The University will take swift and remedial action to protect the rights of employees, faculty and students.

Policy Details and Procedures

I. Conduct or Behavior Not Tolerated by the University

- A. Any direct or implied threats.
- B. Physical conduct that results in harm to people or property.
- C. Possession of any deadly weapons on University property or at University sponsored events.
- D. Intimidation or harassment that disrupts the work or learning environment and/or results in fear for personal safety.
- E. Inappropriate use of University facilities, resources, or time as a means of threatening, harassing, or abusing individuals/persons.

II. Consequences for Policy Violations

- A. University employees determined to be in violation of this policy will be subject to corrective action to include termination consistent with University policies and bargaining unit agreements.
- B. Students as perpetrators will be dealt with in accordance with the Student Code of Conduct.
- C. Perpetrators of workplace or family and relationship violence occurring in the workplace may be required to complete a program of intervention which may include an educational program, counseling, and/or ongoing treatment. Youngstown State University's Employee Assistance Program can provide the necessary services or referral to the necessary resources.
- D. Perpetrators may be determined Persona Non Grata pursuant to Guidebook Policy 7022.01.
- E. If appropriate, criminal charges may also be filed.

III. Employer Responsibilities

- A. Familiarize all employees and students with the policy and incorporate it into new faculty and staff orientation materials.
- B. Provide annual training opportunities concerning workplace violence and family and relationship violence for leaders, supervisors, managers, faculty, and staff.
- C. Be proactive in response to potential indicators of violence or abuse by referring affected individuals to available resources provided by Youngstown State University Police.
- D. Examine any alleged threat by evaluating the perceived intent of the threat, nature of the threat, immediate risk factors, and likelihood that harm will occur. This appraisal should be conducted in collaboration with the Youngstown State University Police.
- E. Provide ongoing support by helping victims seek professional assistance.
 - 1. If observed or reported events do not indicate imminent danger to persons or damage to property, the following procedures are indicated:
 - a. Document all circumstances associated with the event to include a record of information from all involved employees/students or witnesses as well as an assessment of the situation. This documentation should be generated as a result of a report to the Youngstown State University Police.
 - b. Promptly formulate and implement a plan of action in consultation with the Youngstown State University Police.
 - c. Immediately investigate and initiate appropriate corrective action.
 - 2. In situations involving imminent danger or where there has been an incident of violence involving injury to persons or damage to property:
 - a. Immediately notify the Youngstown State University Police.
 - b. Seek immediate assistance for persons in need of medical care.
 - c. Comprehensively document the event that reflects a record of information from all involved employees/students or witnesses as well as an evaluation of the circumstances.
 - d. Based on the results of the investigation of circumstances, a plan of action will be formulated and the appropriate corrective strategies will be implemented.
 - 3. Youngstown State University Police, in consultation with the Office of Human Resources, the Office of Environmental and Occupational Health and Safety (EOHS), and the Office of the Vice President for Student Affairs will coordinate an individualized workplace safety plan in response to workplace violence and family relationship violence. Such plans may include changing work-station and phone numbers as well as providing escort services to and from the building as circumstances warrant.

IV. Faculty, Staff and Student Employee Responsibilities

- A. Any student or employee of Youngstown State University who has obtained a protective order (temporary or civil) must inform their immediate supervisor and/or the Youngstown State University Police.
- B. Have knowledge of the policy.
- C. Individuals are encouraged to promptly notify their immediate supervisor, department head, chairperson, college dean, and the Youngstown State University Police if they have been victims or believe they may be potential victims of family and or relationship violence. Such communication is particularly critical when victimization affects employee performance to include absenteeism, productivity, tardiness, collegiality, etc.
- D. Attend educational training, counseling, or treatment as required.

V. Youngstown State University Police Responsibilities

- A. Restore order in a conflict situation.
- B. Enforce the law including existing protection orders.
- C. Arrange for emergency medical assistance.
- D. Participate on a crisis assessment team (i.e., Student Threat Assessment Team).
- E. Consult with the Office of Human Resources, the Office of Environmental and Occupational Health and Safety (EOHS), and the Office of the Vice President for Student Affairs.

VI. Office of Human Resources Responsibilities

- A. Provide assistance to the employing unit including information on the parameters guiding employee sick leave or personal leave benefits; employee assistance plan resources; and individualized workplace safety plans.
- B. Process requests for corrective actions consistent with Collective Bargaining Agreements.

**RESOLUTION TO MODIFY
ACCEPTABLE USE OF UNIVERSITY
TECHNOLOGY RESOURCES POLICY**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Acceptable Use of University Technology Resources, policy number 4009.01 of the *University Guidebook*, shown as Exhibit F attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

Title of Policy: Acceptable Use of University Technology Resources

Responsible Division/Office: Information Technology
Approving Officer: Vice President for Finance and Administration
Revision History: August 1999; November 2010; July 2012
Resolution Number(s): YR 2000-56; YR 2011-45; YR 2013-
Board Committee: Finance & Facilities
EFFECTIVE DATE: September 28, 2012
Next review: 2017

Policy: University technology resources are provided to the University community to support its academic and administrative functions in accordance with its teaching, research, and service missions. These resources are intended to be used for the educational and business purposes of the University in compliance with this policy.

General Statement:

Technology resources (computing, networking, data and network services) are provided to the University community in order to fulfill the mission of the University.

While the University recognizes the importance of academic freedom and freedom of expression, as a public employer, the University also has a responsibility to comply with all federal and state laws and regulations, as well as the obligation to fulfill its mission.

Use of University owned technology to access resources other than those supporting the academic, administrative, educational, research and services missions of the University or for more than limited, responsible personal use conforming to this policy is prohibited.

Technology resources provided by the University are the property of the University. University owned technology is not intended to supersede the need for technology purchases for personal purposes.

As the University is a public entity, information in an electronic form may also be subject to disclosure under the Ohio Public Records Act to the same extent as if they existed on paper. All use is subject to the identification of each individual using technology resources (authentication).

**Agenda Item E.4.b
Exhibit F**

Policy:

All users of University owned technology resources (computing, networking and data), regardless of affiliation with the University, must:

- Use only those technology resources that they are authorized to use and use them only in the manner and to the extent authorized.
- Protect the confidentiality, integrity and availability of technology resources.
- Comply with all federal, Ohio, and other applicable law as well as applicable regulations, contracts, and licenses.
- Comply with all applicable policies at Youngstown State University.
- Respect the right of other technology users to be free from harassment or intimidation.
- Respect copyrights, intellectual-property rights, and ownership of files and passwords.
- Respect the privacy of other users and their accounts, regardless of whether those accounts are securely protected.
- Respect the finite capacity of technology resources and limit use so as not to consume an unreasonable amount of or abuse those resources or to interfere unreasonably with the activity of other users or to disrupt the authorized activities of the University.
- Limit personal use of University technology resources so that such use does not interfere with one's responsibilities to the University.
- Not attempt to circumvent information technology security systems or the University Information Security Practices.
- Not use any radio spectrum space on any YSU-owned or YSU-occupied property, unless it is part of an approved wireless services deployment by the University.
- Not use technology resources for personal commercial purposes or for personal financial or other gain unless specifically approved by the University.
- Not state or imply that they speak on behalf of the University without authorization to do so.
- Not use University trademarks and logos without authorization to do so.

Scope:

This policy applies to all users and uses of University owned technology resources (including those acquired through grant processes) as well as to any non-YSU and/or remote technology devices while connected to the YSU network.

User Responsibilities:

- By accepting employment, being admitted as a student, or asking for any guest technology resource privileges, users implicitly agree to adhere to this policy and agree to the University Information Security Practices.
- Users are responsible for any activity performed using their usernames and passwords except when account security is compromised by actions beyond the user's control.

- Users are responsible for any activity performed on University owned technology devices assigned to them except when the device is compromised by actions beyond the users control.
- There is no expectation of personal privacy when using University resources. (See section below regarding privacy) Potential violations regarding use of technology resources should be reported to the appropriate supervisor(s) or manager(s).
- Users are responsible for ensuring that critical data are backed up and available to be restored for systems not administered by Information Systems Technology. This includes critical information contained on technology devices oriented to individual use (e.g., desktops, laptops, smart phones, and similar such devices).
- Users are responsible for maintaining data in compliance with the University records retention plan.
- Users are responsible for ensuring that sensitive information to which they have access is guarded against theft. (See the Sensitive Information Policy Guidebook Policy #4012.01 for more information.)
- Personal use of computing resources not otherwise addressed in this policy or these procedures will generally be permitted if such use does not consume a significant amount of resources, does not interfere with the performance of an individual's job or other University responsibilities, and is otherwise in compliance with University policies.

No Expectation of Privacy:

The University does not routinely monitor specific individual end-user usage of its technology resources. However, the University does routinely monitor technology resource usage in the normal operations and maintenance of the University's computing, network and data resources. This monitoring includes the caching and backing up of data and communications, the logging of activity, the monitoring of general usage patterns, the scanning of systems and networks for anomalies and vulnerabilities, the filtering of malicious traffic, and other activities that are necessary for the rapid and efficient delivery of services. Technology users should be aware that there is no expectation of privacy associated with the use of University technology resources.

When authorized by the Office of the General Counsel, the University may also specifically monitor the activity and accounts of individual end-users of University technology resources, including login sessions, file systems and communications.

When authorized by the appropriate University Executive (President or Vice President), the University may access end-user accounts, files, or communications used for University business when needed by a supervisor or assigned personnel for University business and the end-user is unavailable.

The University, in its discretion, may disclose the results of any such general or individual monitoring, including the contents and records of individual communications, to appropriate University personnel, student conduct, or law enforcement agencies, and may use those results in appropriate University disciplinary proceedings.

Personal Computing Devices:

- Personal computing devices (laptops, desktops, tablets, cellular phones, etc.) are restricted to the campus wireless network or the Residence Hall network.
- No personal computing devices will be allowed to connect to the wired campus network (excluding the Residence Hall network).
- Personal computing devices must comply with University Information Security Practices when using the campus wireless network or other provided University technology resource.
- Personal computing devices used to conduct University business are subject to public records requests.
- Personal hubs, routers, switches, or wireless access points are prohibited from being connected to either the University's wired or wireless network.

Security:

The University employs various measures (i.e., the University's Information Security Practices) to protect the security of information technology resources and user accounts; however, users should be aware that the University cannot provide good security without user participation. Users should increase their technology security awareness and fully employ access restrictions for their accounts, including using strong passwords, guarding passwords diligently and changing passwords regularly to help safeguard their use of technology.

Additional Policy Ramifications:

Users must abide by all applicable restrictions whether or not they are built into the computing system, network, or information resource, and whether or not they can be circumvented by technical or other means. Individuals who engage in electronic communications with persons in other states or countries or on other systems or networks may also be subject to the laws of those states and countries and the rules and policies of those technology systems and information resources.

Examples of Unacceptable Use:

As a further aid to policy compliance, the following non-exhaustive list is provided of activities that are prohibited:

- Using technology resources to engage in fraud, defamatory, abusive, unethical, indecent, obscene, pornographic and/or unlawful activities is prohibited.
- Using technology resources to procure, solicit, or transmit material that is in violation of sexual, racial or other harassment or hostile workplace laws is prohibited.
- Any form of harassment by electronic means (e.g., email, web access, phone, paging), whether through language, content, frequency or size of messages is prohibited.
- Making fraudulent offers of products, items, or services using any University technology resource is prohibited.
- Using technology resources for unauthorized or inappropriate financial gain, unauthorized solicitation, or activities associated with a for-profit business, or engaging in an activity

that involves a conflict of interest. (Refer to 7001.01 – Conflicts of Interest, and 7005.01 – Solicitation and Distribution of Materials, Employees.)

- Creating or forwarding chain letters, Ponzi or other pyramid schemes is prohibited.
- Broadcasting of unsolicited mail or messages is prohibited. Examples include chain letters, virus hoaxes, spam mail, and other email schemes that may cause excessive network traffic. Sending large numbers of electronic mail messages for official University purposes necessitates following the University's procedures for the electronic distribution of information.
- Sending junk mail or advertising material to individuals who did not specifically request such material (email spam) is prohibited.
- Violations of the rights of any person or company protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including but not limited to, the installation or distribution of pirated or other software products that are not appropriately licensed is prohibited.
- Unauthorized copying and downloading of copyrighted material including, but not limited to, digitization and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music and films and the installation of any copyrighted software for which an active license has not been procured is prohibited.
- Circumventing user authentication or security of any host, network or account is prohibited. This includes but is not limited to monitoring by use of keylogging or session logging.
- Revealing your account password to others or allowing use of your account by others is prohibited. This prohibition extends to family, other household members, friends, and/or co-workers.
- Attempting to log on to another user's account (secured or otherwise) is prohibited.
- Sending electronic communications in such a way that masks the source or makes it appear to come from another source is prohibited.
- Personal use beyond limited responsible use is prohibited.

Individual University staff may be exempted from these restrictions on a case-by-case basis (with written authorization according to the University's Information Security Practices) in the course of performing legitimate job responsibilities.

Special procedures exist and must be followed to ensure that accounts for employees are secured with passwords known to only the account holder but may be changed at the request of the area supervisor and approved by the supervisor's Vice President or the President.

Under no circumstances is an employee of Youngstown State University authorized to engage in any activity that is unethical or illegal under local, state or federal law while utilizing University-owned resources.

Enforcement:

The Office of the Chief Technology Officer may suspend and/or restrict either an individual's or a device's access to the University network resource if:

1. It is deemed necessary to maintain the security or functionality of the network resource.
2. It is deemed necessary to protect the University from potential liability.
3. The account, system, or device is believed to have been either compromised or is in violation of this policy.

The Office of the Chief Technology Officer must immediately report the enforcement action and the justification for the action to the Vice President of Student Affairs, Vice President for Finance and Administration, or Provost (or their designee) as applicable. The University may permanently suspend all technology access of anyone using the University network resource until due process has been completed by Student Conduct, employee administrative discipline, and/or law enforcement agencies.

UNIVERSITY GUIDEBOOK**Title of Policy: Acceptable Use of University Technology Resources**

Responsible Division/Office: Information Technology
Approving Officer: Vice President for Finance and Administration
Revision History: August 1999; November 2010; July 2012
Resolution Number(s): YR 2000-56; YR 2011-45; YR 2013-
Board Committee: Finance & Facilities
EFFECTIVE DATE: September 28, 2012
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Technology resources provided by the University are the property of the University. University owned technology is not intended to supersede the need for technology purchases for personal purposes.

As the University is a public entity, information in an electronic form may also be subject to disclosure under the Ohio Public Records Act to the same extent as if they existed on paper. All use is subject to the identification of each individual using technology resources (authentication).

Use of technology is subject to the requirements of legal and ethical behavior and is intended to promote a productive educational and work environment.

Policy:

All users of University owned technology resources (computing, networking and data), regardless of affiliation with the University, must:

- Use only those technology resources that they are authorized to use and use them only in the manner and to the extent authorized.
- Protect the confidentiality, integrity and availability of technology resources.
- Comply with all federal, Ohio, and other applicable law as well as applicable regulations, contracts, and licenses.
- Comply with all applicable policies at Youngstown State University.
- Respect the right of other technology users to be free from harassment or intimidation.
- Respect copyrights, intellectual-property rights, and ownership of files and passwords.
- Respect the privacy of other users and their accounts, regardless of whether those accounts are securely protected.
- Respect the finite capacity of technology resources and limit use so as not to consume an unreasonable amount of or abuse those resources or to interfere unreasonably with the activity of other users or to disrupt the authorized activities of the University.
- Limit personal use of University technology resources so that such use does not interfere with one's responsibilities to the University.
- Not attempt to circumvent information technology security systems or the University Information Security Practices.
- Not use any radio spectrum space on any YSU-owned or YSU-occupied property, unless it is part of an approved wireless services deployment by the University.
- Not use technology resources for personal commercial purposes or for personal financial or other gain unless specifically approved by the University.
- Not state or imply that they speak on behalf of the University without authorization to do so.
- Not use University trademarks and logos without authorization to do so.

Scope:

This policy applies to all users and uses of University owned technology resources (including those acquired through grant processes) as well as to any non-YSU and/or remote technology devices while connected to the YSU network.

User Responsibilities:

- By accepting employment, being admitted as a student, or asking for any guest technology resource privileges, users implicitly agree to adhere to this policy and agree to the University Information Security Practices.
- Users are responsible for any activity performed using their usernames and passwords except when account security is compromised by actions beyond the user's control.

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- Users are responsible for ensuring that critical data are backed up and available to be restored for systems not administered by Information Systems Technology. This includes critical information contained on technology devices oriented to individual use (e.g., desktops, laptops, smart phones, and similar such devices).
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- Personal use of computing resources not otherwise addressed in this policy or these procedures will generally be permitted if such use does not consume a significant amount of resources, does not interfere with the performance of an individual's job or other University responsibilities, and is otherwise in compliance with University policies.

No Expectation of Privacy:

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When authorized by the Office of the General Counsel, the University may also specifically monitor the activity and accounts of individual end-users of University technology resources, including login sessions, file systems and communications.

When authorized by the appropriate University Executive (President or Vice President), the University may access end-user accounts, files, or communications used for University business when needed by a supervisor or assigned personnel for University business and the end-user is unavailable.

The University, in its discretion, may disclose the results of any such general or individual monitoring, including the contents and records of individual communications, to appropriate University personnel, student conduct, or law enforcement agencies, and may use those results in appropriate University disciplinary proceedings.

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Additional Policy Ramifications:

Users must abide by all applicable restrictions whether or not they are built into the computing system, network, or information resource, and whether or not they can be circumvented by technical or other means. Individuals who engage in electronic communications with persons in other states or countries or on other systems or networks may also be subject to the laws of those states and countries and the rules and policies of those technology systems and information resources.

Examples of Unacceptable Use:

As a further aid to policy compliance, the following non-exhaustive list is provided of activities that are prohibited:

- Using technology resources to engage in fraud, defamatory, abusive, unethical, indecent, obscene, pornographic and/or unlawful activities is prohibited.
- Using technology resources to procure, solicit, or transmit material that is in violation of sexual, racial or other harassment or hostile workplace laws is prohibited.
- Any form of harassment by electronic means (e.g., email, web access, phone, paging), whether through language, content, frequency or size of messages is prohibited.
- Making fraudulent offers of products, items, or services using any University technology resource is prohibited.
- Using technology resources for unauthorized or inappropriate financial gain, unauthorized solicitation, or activities associated with a for-profit business, or engaging in an activity

that involves a conflict of interest. (Refer to 7001.01 – Conflicts of Interest, and 7005.01 – Solicitation and Distribution of Materials, Employees.)

- Creating or forwarding chain letters, Ponzi or other pyramid schemes is prohibited.
- Broadcasting of unsolicited mail or messages is prohibited. Examples include chain letters, virus hoaxes, spam mail, and other email schemes that may cause excessive network traffic. Sending large numbers of electronic mail messages for official University purposes necessitates following the University's procedures for the electronic distribution of information.
- Sending junk mail or advertising material to individuals who did not specifically request such material (email spam) is prohibited.
- Violations of the rights of any person or company protected by copyright, trade secret, patent or other intellectual property, or similar laws or regulations, including but not limited to, the installation or distribution of pirated or other software products that are not appropriately licensed is prohibited.
- Unauthorized copying and downloading of copyrighted material including, but not limited to, digitization and distribution of photographs from magazines, books or other copyrighted sources, copyrighted music and films and the installation of any copyrighted software for which an active license has not been procured is prohibited.
- Circumventing user authentication or security of any host, network or account is prohibited. **This includes but is not limited to monitoring by use of keylogging or session logging.**
- Revealing your account password to others or allowing use of your account by others is prohibited. This prohibition extends to family, other household members, friends, and/or co-workers.
- Attempting to log on to another user's account (secured or otherwise) is prohibited.
- Sending electronic communications in such a way that masks the source or makes it appear to come from another source is prohibited.
- Personal use beyond limited responsible use is prohibited.

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Individual University staff may be exempted from these restrictions on a case-by-case basis (with written authorization according to the University's Information Security Practices) in the course of performing legitimate job responsibilities.

Special procedures exist and must be followed to ensure that accounts for employees are secured with passwords known to only the account holder but may be changed at the request of the area supervisor and approved by the supervisor's Vice President or the President.

Under no circumstances is an employee of Youngstown State University authorized to engage in any activity that is unethical or illegal under local, state or federal law while utilizing University-owned resources.

Enforcement:

The Office of the Chief Technology Officer may suspend and/or restrict either an individual's or a device's access to the University network resource if:

1. It is deemed necessary to maintain the security or functionality of the network resource.
2. It is deemed necessary to protect the University from potential liability.
3. The account, system, or device is believed to have been either compromised or is in violation of this policy.

The Office of the Chief Technology Officer must immediately report the enforcement action and the justification for the action to the Vice President of Student Affairs, Vice President for Finance and Administration, or Provost (or their designee) as applicable. The University may permanently suspend all technology access of anyone using the University network resource until due process has been completed by Student Conduct, employee administrative discipline, and/or law enforcement agencies.

**RESOLUTION TO MODIFY
HIRING AND SELECTION PROCESS,
CONTRACTS AND COMPENSATION FOR
INTERCOLLEGIATE ATHLETIC COACHES POLICY**

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

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

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

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

UNIVERSITY GUIDEBOOK

Title of Policy: Hiring and Selection Process, Contracts and Compensation for Intercollegiate Athletic Coaches

Responsible Office/Division: Intercollegiate Athletics

Approving Officer: Vice President for Finance & Administration

Revision History: September 1999; September 2003; November 2010; October 2012

Resolution Number(s): YR 2000-19; YR 2004-15; YR 2011-61; YR 2013-

Board Committee: Internal Affairs

EFFECTIVE DATE:

Next review: 2017

Policy: The University seeks to attract and retain highly qualified Intercollegiate Athletic Coaches. During the hiring process the University is committed to the principle of gender equity, equal opportunity and diversity in filling each coaching vacancy. The University also affirms the principle of merit-based salary adjustments that are directly associated with positive competitive results as evidenced by the performance evaluation. Additionally, periodic market surveys will be conducted for coaching positions to ensure that salaries remain competitive. Further, certain coaches as professional/administrative staff may be eligible for multiple year contracts of employment.

Parameters

General:

Intercollegiate Athletics coaches in all sports are in the University's professional/administrative staff category.

Contracts for coaches of fall term sports other than football will terminate on January 31, contracts for football coaches will terminate on the last of February; contracts for coaches of winter sports (men's and women's basketball, swimming, and diving) will terminate on April 30, and contracts for 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.

Hiring and Selection Process:

1. Advertising to fill athletic coaching positions of the University will be done in a manner that will provide an opportunity for a diverse pool of candidates to apply. Regardless, expediency in posting and hiring is a requisite in filling coaching positions due to the unique nature of the coaching profession.
2. An individual will be selected from an applicant pool obtained as a result of a publicly posted position vacancy and a search process.
3. External consultants may be utilized during the process of searching, screening, and interviewing coaching candidates. Search committees will also be utilized.
4. Background checks will be conducted for the final preferred candidate as requested by the Department of Intercollegiate Athletics.
5. Contracts for Intercollegiate Athletics head coaches are negotiated at the time of the recruitment and selection process.

Compensation:

1. **Head Coaches.** Individual salary adjustments may exceed any Board-established cost of living adjustment (COLA). Unsuccessful competitive performance will affect salary adjustments that may result in an amount less than any Board established COLA or no salary increase for the future contract term. Any such salary adjustments will occur at the beginning of a new contract term. A “pool” of funds will be created utilizing the aggregate amount of any COLA increases that are to be allocated (including associated fringe amounts) for future distribution for competitively successful outcomes. A recommendation may be made periodically by the Executive Director of Intercollegiate Athletics to the President.
2. **Assistant Coaches.** For sports that utilize assistant coaches, the head coach, in consultation with the Executive Director of Intercollegiate Athletics, will have authority to allocate the “pool” of money budgeted for all assistant coaches in that sport at his/her discretion within the limitations of the “pool.” In years in which the amount of awarded merit increases is less than the amount allocated by the University, the balance (including associated fringe amounts) will be placed into the appropriate salary reserve account for

future merit increases or distribution during the search process for a new coaching staff. In years which the amount of the merit increases is greater than the pool, the funds will come from the salary reserve account. Board approved Gender Equity Plan or current operating budget line items will serve as additional resources for merit increases. The allocation may occur at the beginning of the contract period or July 1 annually. A recommendation will be made annually by the Executive Director of Intercollegiate Athletics to the President.

Procedures

General:

1. The term of the initial contract offered to a coach will be determined during the recruitment and selection process by the Executive Director of Intercollegiate Athletics in consultation with the President.
2. All head coaches are evaluated annually by the Executive Director of Intercollegiate Athletics, or designee, and contracts may be renewed through negotiation.
3. The term of a contract 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.

Hiring and Selection:

The procedures that follow provide an overall structure for coaching position selections. It is recognized that these procedures may need to be adjusted to accommodate a particular situation.

1. The Executive Director of Intercollegiate Athletics, or his/her designee, in consultation with the hiring manager will, at a minimum, select at least a three member search committee to screen qualified candidates.
2. Postings will appear, at a minimum, on the YSU Athletics Department website. The posting will be open to receive applications for a minimum of seven calendar days, and applicants will apply by utilizing the PeopleAdmin on-line employment application.
3. A list of candidates who have self-identified will be requested from the Office of Equal Opportunity and Diversity. Candidates to be interviewed must possess the minimum qualifications for the position. It is anticipated that the successful candidate will have

qualifications in excess of the minimum. Justifications for not interviewing an applicant will include written rationale regarding any determination concerning the differences in qualifications for the candidates selected for interviews. Such assessments will be fair and will include consideration of the NCAA expectations related to both YSU's Gender Equity and Minority Opportunity plans.

4. Upon approval from the Office of Equal Opportunity and Diversity, the search committee will conduct reference checks and participate in the interview process. The hiring manager of the open position, in consultation with the Executive Director of Intercollegiate Athletics, will ultimately identify the candidate to be extended a preliminary offer, understanding that the Office of Human Resources will make the official offer upon receipt of a positive background check.
5. The Office of Human Resources shall submit background checks when requested by the Department of Intercollegiate Athletics for the final preferred candidate. Employment offers may be made contingent upon an acceptable background report to ensure that the hiring process is expedited.
6. Exceptions to the above selection process may be granted in special circumstances where departure offers demonstrable benefits to the University. A request for such an exception must be submitted in writing to the Chief Human Resources Officer and the Office of Equal Opportunity and Diversity for review and consideration. A request initiated by the Department of Intercollegiate Athletics, together with the Office of Human Resources and the Office of Equal Opportunity and Diversity, will be submitted to the President, for final approval.

Compensation:

1. **Head Coaches.** The performance evaluation process will be conducted at the end of each season by the Executive Director of Intercollegiate Athletics for each head coach. Determinations regarding merit increases, if any, will be based upon the outcome of the performance evaluation. Pre-determined competitive benchmarks will allow head coaches with competitively successful seasons to earn a salary increase in a subsequent contract.
2. **Assistant Coaches.** The performance evaluation process will be conducted at the end of each season by the head coach for each assistant coach. Determinations regarding merit increases, if any, will be based upon the outcome of the performance evaluation.

REDLINE VERSION
UNIVERSITY GUIDEBOOK

Title of Policy: ~~Contracts--Coaches in Interecollegiate Athletics Hiring and Selection Process, Contracts and Compensation for Intercollegiate Athletic Coaches~~

Responsible Office/Division: Intercollegiate Athletics

Approving Officer: Vice President for Finance & Administration

Revision History: September 1999; September 2003; November 2010; October 2012

Resolution Number(s): YR 2000-19; YR 2004-15; YR 2011-61; YR 2013-

Board Committee: Internal Affairs

EFFECTIVE DATE:

Next review: 2017

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.~~ The University seeks to attract and retain highly qualified Intercollegiate Athletic Coaches. During the hiring process the University is committed to the principle of gender equity, equal opportunity and diversity in filling each coaching vacancy. The University also affirms the principle of merit-based salary adjustments that are directly associated with positive competitive results as evidenced by the performance evaluation. Additionally, periodic market surveys will be conducted for coaching positions to ensure that salaries remain competitive. Further, certain coaches as professional/administrative staff may be eligible for multiple year contracts of employment.

Parameters

General:

Intercollegiate Athletics coaches in all sports are in the University's professional/administrative staff category.

~~Contracts of Interecollegiate Athletics head coaches are negotiated at the time of the recruitment and selection process.~~

Contracts ~~of~~ **for** coaches of fall term sports other than football will terminate on January 31, contracts ~~of~~ **for** football coaches will terminate on the last of February; contracts ~~of~~ **for** coaches of winter sports (men's and women's basketball, swimming, and diving) will terminate on April 30, and contracts ~~of~~ **for** 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.

Hiring and Selection Process:

1. Advertising to fill athletic coaching positions of the University will be done in a manner that will provide an opportunity for a diverse pool of candidates to apply. Regardless, expediency in posting and hiring is a requisite in filling coaching positions due to the unique nature of the coaching profession.
2. An individual will be selected from an applicant pool obtained as a result of a publicly posted position vacancy and a search process.
3. External consultants may be utilized during the process of searching, screening, and interviewing coaching candidates. Search committees will also be utilized.
4. Background checks will be conducted for the final preferred candidate as requested by the Department of Intercollegiate Athletics.
5. Contracts for Intercollegiate Athletics head coaches are negotiated at the time of the recruitment and selection process.

Compensation:

1. Head Coaches. Individual salary adjustments may exceed any Board-established cost of living adjustment (COLA). Unsuccessful competitive performance will affect salary adjustments that may result in an amount less than any Board established COLA or no salary increase for the future contract term. Any such salary adjustments will occur at the beginning of a new contract term. A "pool" of funds will be created utilizing the aggregate amount of any COLA increases that are to be allocated (including associated fringe amounts) for future distribution for competitively successful outcomes. A recommendation may be made periodically by the Executive Director of Intercollegiate Athletics to the President.

2. Assistant Coaches. For sports that utilize assistant coaches, the head coach, in consultation with the Executive Director of Intercollegiate Athletics, will have authority to allocate the “pool” of money budgeted for all assistant coaches in that sport at his/her discretion within the limitations of the “pool.” In years in which the amount of awarded merit increases is less than the amount allocated by the University, the balance (including associated fringe amounts) will be placed into the appropriate salary reserve account for future merit increases or distribution during the search process for a new coaching staff. In years which the amount of the merit increases is greater than the pool, the funds will come from the salary reserve account. Board approved Gender Equity Plan or current operating budget line items will serve as additional resources for merit increases. The allocation may occur at the beginning of the contract period or July 1 annually. A recommendation will be made annually by the Executive Director of Intercollegiate Athletics to the President.

Procedures

General:

1. The term of the initial contract offered to a coach will be determined during the recruitment and selection process by the Executive Director of Intercollegiate Athletics in consultation with the President.
2. All head coaches are evaluated annually by the Executive Director of Intercollegiate Athletics, or designee, and contracts may be renewed through negotiation.
3. ~~The Contract~~ term of a contract 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.

Hiring and Selection:

The procedures that follow provide an overall structure for coaching position selections. It is recognized that these procedures may need to be adjusted to accommodate a particular situation.

1. The Executive Director of Intercollegiate Athletics, or his/her designee, in consultation with the hiring manager will, at a minimum, select at least a three member search committee to screen qualified candidates.

2. Postings will appear, at a minimum, on the YSU Athletics Department website. The posting will be open to receive applications for a minimum of seven calendar days, and applicants will apply by utilizing the PeopleAdmin on-line employment application.
3. A list of candidates who have self-identified will be requested from the Office of Equal Opportunity and Diversity. Candidates to be interviewed must possess the minimum qualifications for the position. It is anticipated that the successful candidate will have qualifications in excess of the minimum. Justifications for not interviewing an applicant will include written rationale regarding any determination concerning the differences in qualifications for the candidates selected for interviews. Such assessments will be fair and will include consideration of the NCAA expectations related to both YSU's Gender Equity and Minority Opportunity plans.
4. Upon approval from the Office of Equal Opportunity and Diversity, the search committee will conduct reference checks and participate in the interview process. The hiring manager of the open position, in consultation with the Executive Director of Intercollegiate Athletics, will ultimately identify the candidate to be extended a preliminary offer, understanding that the Office of Human Resources will make the official offer upon receipt of a positive background check.
5. The Office of Human Resources shall submit background checks when requested by the Department of Intercollegiate Athletics for the final preferred candidate. Employment offers may be made contingent upon an acceptable background report to ensure that the hiring process is expedited.
6. Exceptions to the above selection process may be granted in special circumstances where departure offers demonstrable benefits to the University. A request for such an exception must be submitted in writing to the Chief Human Resources Officer and the Office of Equal Opportunity and Diversity for review and consideration. A request initiated by the Department of Intercollegiate Athletics, together with the Office of Human Resources and the Office of Equal Opportunity and Diversity, will be submitted to the President, for final approval.

Compensation:

1. Head Coaches. The performance evaluation process will be conducted at the end of each season by the Executive Director of Intercollegiate Athletics for each head coach. Determinations regarding merit increases, if any, will be based upon the outcome of the performance evaluation. Pre-determined competitive benchmarks will allow head coaches with competitively successful seasons to earn a salary increase in a subsequent contract.

2. Assistant Coaches. The performance evaluation process will be conducted at the end of each season by the head coach for each assistant coach. Determinations regarding merit increases, if any, will be based upon the outcome of the performance evaluation.

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

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

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

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

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

UNIVERSITY GUIDEBOOK

Title of Policy:	Classified Civil Service Employees
Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
Revision History:	February 1999; August 2009; June 2012
Resolution Number(s):	YR 1999-113; YR 2010-23; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: The University complies with Ohio Revised Code, Chapter 124, and employs staff members under the State classified civil service system.

Parameters:

- Under Chapter 124 of the Ohio Revised Code, certain employees of Youngstown State University are appointed under the State classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the Vice President for Finance and Administration to the Chief Human Resources Officer.

Procedures:

1. Recruitment to fill classified positions must be authorized by the Chief Human Resources Officer. Recruitment activities must conform to the Affirmative Action procedures (Guidebook Policy 2001.02).
2. Classified staff are employed in full-time or permanent part-time capacities.

NUMBER

7021.01

PAGE 2 of 2

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

REDLINE VERSION
UNIVERSITY GUIDEBOOK

Title of Policy:	Classified Civil Service Employees
Responsible Division/Office:	Human Resources
Approving Officer:	Vice President for Finance and Administration
<i>Revision History:</i>	February 1999; August 2009; June 2012
Resolution Number(s):	YR 1999-113; YR 2010-23; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: The University ~~complies with Ohio Revised Code, Chapter 124, and employs staff members with experience, degrees, and other credentials appropriate to their responsibilities under the State classified civil service system.~~

Parameters:

- Under ~~the provisions Chapter 124 of the Ohio Revised Code law,~~ certain employees of Youngstown State University; ~~except—students, faculty, and professional/administrative staff;~~ are appointed under the State classified civil service system.
- The responsibility for administration of the civil service law and regulations as they relate to University employees in the classified civil service system shall be assigned by the Board of Trustees through the President and the Vice President for Finance and Administration to the ~~Executive Director of Chief~~ Human Resources ~~Officer.~~

Procedures:

1. Recruitment to fill classified positions must be authorized by the ~~Executive Director of Chief~~ Human Resources ~~Officer.~~ Recruitment activities must conform to the Affirmative Action procedures (Guidebook Policy 2001.02).

2. Classified staff are employed in full-time; or permanent part-time; ~~temporary; emergency; or intermittent~~ capacities
3. The ~~executive~~ Division officers authorize the filling of positions in the divisions.
4. The ~~Executive Director of~~ Chief Human Resources Officer extends the official offer of employment upon the recommendation of the department chairperson or unit director with the concurrence of the ~~executive~~ Division officer.
5. Types of appointments and terms and conditions of employment of classified civil service staff, not exempt from collective bargaining, are outlined in the *Agreement between the University and the Youngstown State University Chapter of the Association of Classified Employees* or the *Agreement between Youngstown State University and the YSU Law Enforcement Employees* (represented by Fraternal Order of Police).

**RESOLUTION TO MODIFY
DOMESTIC PARTNER BENEFITS POLICY**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the Institutional Policy governing Domestic Partner Benefits, policy number 7025.01 of the *University Guidebook*, shown as Exhibit I attached hereto. A copy of the policy indicating changes to be made is also attached.

UNIVERSITY GUIDEBOOK

Title of Policy:	Domestic Partners Benefits
Responsible Division/Office:	Finance & Administration/Human Resources
Approving Officer:	Vice President for Finance & Administration
Revision History:	October 2004; October 2012
Resolution Number(s):	YR 2005-10; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: The University is committed to the recruitment and retention of a highly qualified and diverse workforce and to providing a competitive compensation package that demonstrates economic fairness and equity. The Board of Trustees authorizes benefits to be offered to domestic partners of eligible employees.

Parameters: For purposes of this policy, a domestic partnership is defined as a long-term, committed and personal relationship that meets all of the criteria described in Youngstown State University's "*Affidavit of Domestic Partnership*." Documentation may be required to verify that the criteria are met. The information provided on the completed affidavit will be used by the University for the sole purpose of determining eligibility for same sex domestic partner benefits. A dependent child of an eligible same sex domestic partner is defined as a child who is claimed as a dependent on the same sex domestic partner's most recent income tax return and will qualify in the current year for dependency tax status.

Procedures: An employee desiring health or tuition remission benefits for a same sex domestic partner will need to complete an "*Affidavit of Domestic Partnership*." Benefit-eligible employees will then be able to add their same sex domestic partner on the health coverage by completing an Employee Application/Change form during open enrollment or within 30 days of a life event. Forms must be completed and sent to the Office of Human Resources. Employees may also request tuition remission benefits for their same sex domestic partner by applying online and submitting their affidavit to the Office of Human Resources.

REDLINE VERSION
UNIVERSITY GUIDEBOOK

Title of Policy:	Domestic Partners Benefits
Responsible Division/Office:	Finance & Administration/Human Resources
Approving Officer:	Vice President for Finance & Administration
<i>Revision History:</i>	October 2004; October 2012
Resolution Number(s):	YR 2005-10; YR 2013-
Board Committee:	University Affairs
EFFECTIVE DATE:	
Next review:	2017

Policy: The University is committed to the recruitment and retention of a highly qualified and diverse workforce and to providing a competitive compensation package that demonstrates economic fairness and equity. The Board of Trustees authorizes benefits to be offered to domestic partners of eligible employees.

Parameters: For purposes of this policy, a domestic partnership is defined as a long-term, committed and personal relationship that meets all of the criteria described in Youngstown State University's "*Affidavit of Domestic Partnership*." Documentation may be required to verify that the criteria are met. The information provided on the completed affidavit will be used by the University for the sole purpose of determining eligibility for **same sex** domestic partner benefits. A dependent child of an eligible **same sex** domestic partner is defined as a child who is claimed as a dependent on the **same sex** domestic partner's most recent income tax return and will qualify in the current year for dependency tax status.

Procedures: An employee desiring **health or tuition remission** benefits for a **same sex** domestic partner will need to complete an "*Affidavit of Domestic Partnership*." ~~In addition, for health care coverage, a "*Same-Sex Domestic Partner Health Election Form*," and an Insurance Application must be completed and returned to the Benefits Office in Human Resources within 30 days from date of hire or life-changing event.~~ Benefit-eligible employees will then be able to add their same sex domestic partner on the health coverage by completing an Employee Application/Change form during open enrollment or within 30 days of a life event. Forms must be completed and sent to the Office of Human Resources. Employees may also request tuition remission benefits for their same sex domestic partner by applying online and submitting their affidavit to the Office of Human Resources.

**RESOLUTION TO RATIFY
FACULTY/STAFF APPOINTMENTS**

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

WHEREAS, new appointments have been made subsequent to the September 28, 2012, meeting of the Board of Trustees; and

WHEREAS, such appointments are in accordance with the 2012-2013 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 J attached hereto.

SUMMARY OF PERSONNEL ACTIONS

July 1, 2012 – September 30, 2012

Appointments – 92

New Positions – 10

- Faculty – 3
 - Associate Professor – Counseling, Special Education & School Psychology
 - Instructor – Geography
 - Associate Professor – Art

- Professional/Administrative – 5
 - Assistant Soccer Coach – Athletics
 - Director, Advanced Manufacturing Workforce – Dean’s Office – STEM
 - Associate Dean – College of Fine and Performing Arts
 - Director of Distance Learning – Distance Learning
 - Financial Aid Counselor – Financial Aid

- Classified Civil Service – 2
 - Building Construction Superintendent – Facilities
 - Secretary – STEM Professional Practice

Rehires – 26

- Faculty – 26

Replacement Positions – 56

- Faculty – 28
- Professional/Administrative – 18
- Classified Civil Service – 10

Separations – 14

Resignations – 11

- Faculty – 8
- Professional/Administrative – 2
- Classified Civil Service – 1

Retirement – 3

- Faculty – 1
- Classified Civil Service – 2

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

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
JULY 1, 2012-SEPTEMBER 30, 2012**

*revised 12/6/2012

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
July 2012							
None.							
August 2012							
Dr. Tiffany M.B. Anderson	F/B	Replacement \$79,230	Assistant Professor	English	8/15/2012	\$55,000	\$24,230 decrease
Dr. Jane Beese	F/C	Replacement \$63,352	Assistant Professor	EFRTL	8/15/2012	\$60,000	\$3,635 decrease
Dr. Jennifer Behney	F/C	Replacement \$86,635	Assistant Professor	Foreign Languages & Literatures / English	8/15/2012	\$51,238	\$35,397 decrease
Ms. Claudia Berlinski	F/C	New	Assistant Professor	Art	8/15/2012	\$51,238	\$51,238 increase
Dr. Azadch Masalehdan Block	F/C	Replacement \$51,238	Assistant Professor	Social Work	8/20/2012	\$50,450	\$788 decrease
Dr. Ramesh Dangol	M/A	Replacement \$117,917	Assistant Professor	Management	8/15/2012	\$110,000	\$7,917 decrease
Ms. Deborah Dillon	F/C	Replacement \$88,433	Clinical Instructor	Nursing	8/15/2012	\$50,000	\$38,433 decrease
Dr. James Dombrosky	M/C	Replacement \$53,561	Assistant Professor	Human Ecology	8/15/2012	\$54,200	\$639 increase
Ms. Kristen Dugan	F/C	Replacement \$55,864	Assistant Professor	Health Professions	8/15/2012	\$51,238	\$4,626 decrease
Dr. Joanne Franks	F/C	Replacement \$70,116	Assistant Professor	Counseling, Special Education & School Psychology	8/15/2012	\$51,238	\$18,878 decrease
Dr. Adam Fuller	M/C	Replacement \$64,522	Assistant Professor	Political Science	8/15/2012	\$54,000	\$10,522 decrease
Ms. Ida Fusillo	F/C	Replacement \$93,462	Assistant Professor	Health Professions	8/15/2012	\$51,238	\$42,224 decrease
Dr. David Griswold	M/C	Replacement \$109,821	Assistant Professor	Physical Therapy	8/15/2012	\$71,000	\$38,821 decrease

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
JULY 1, 2012-SEPTEMBER 30, 2012**

*revised 12/6/2012

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Mr. Ronald Griswold	M/C	Replacement \$57,846	Instructor	School of Technology	8/15/2012	\$50,000	\$7,846 decrease
Dr. Lucas Hardy	M/C	Replacement \$85,001	Assistant Professor	English	8/15/2012	\$51,238	\$33,763 decrease
Ms. Bethancy Krzys	F/C	New	Instructor	Geography	8/15/2012	\$51,238	\$51,238 increase
Dr. Mary LaVine	F/C	\$44,998	Assistant Professor	HPES / Teacher Education	8/15/2012	\$51,238	\$6,240 increase
Ms. Missy McCormick	F/C	Replacement \$96,373	Assistant Professor	Art	8/15/2012	\$53,000	\$43,373 decrease
Dr. Colleen McLean	F/C	Replacement \$52,613	Assistant Professor	Geological and Environmental Sciences	8/15/2012	\$55,000	\$2,387 increase
Dr. Kerry Meyers	F/C	Replacement \$128,411	Assistant Professor	Director of First Year Engineering – STEM	8/15/2012	\$74,666	\$53,745 decrease
Dr. Stacie Mickens	F/C	Replacement \$124,117	Assistant Professor	Psychology	8/15/2012	\$51,238	\$72,879 decrease
Dr. Patrick O'Leary	M/C	Replacement \$75,674	Assistant Professor	Human Ecology	8/15/2012	\$53,000	\$22,674 decrease
Dr. Alicia Prieto Langarica	F/H	Replacement \$62,135	Assistant Professor	Mathematics and Statistics	8/15/2012	\$54,000	\$8,135 decrease
Dr. Donald Priour	M/C	Replacement \$84,652	Assistant Professor	Physics and Astronomy	8/15/2012	\$51,238	\$33,414 decrease
Dr. Crystal Ratican	F/C	Replacement \$52,756	Assistant Professor	Teacher Education	8/15/2012	\$51,238	\$1,518 decrease
Ms. Lucy Repko	F/C	Replacement \$51,242	Instructor	Human Ecology	8/15/2012	\$38,689	\$12,553 decrease
Dr. Melanie Shoup-Knox	F/C	Replacement \$52,000	Assistant Professor	Psychology	8/15/2012	\$51,238	\$762 decrease
Dr. Rahim Tadayon	M/C	Replacement \$64,274	Instructor	Civil/Environmental and Chemical Engineering	8/15/2012	\$55,000	\$7,274 decrease

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
JULY 1, 2012-SEPTEMBER 30, 2012**

*revised 12/6/2012

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Mr. Robert Thompson	M/C	Replacement \$53,000	Assistant Professor	Art	8/15/2012	\$51,238	\$1,762 decrease
Dr. Darlene Unger	F/C	New	Associate Professor	Counseling, Spec. Ed. & School Psych. & Ctr. of Excellence	8/6/2012	\$88,823	\$88,823 increase
Dr. Cicilia Yudha	F/A	Replacement \$99,408	Assistant Professor	Dana School of Music	8/15/2012	\$51,238	\$48,170 decrease
Rehires							
Dr. Deborah Benyo	F/C	Replacement	Assistant Professor	Biological Sciences	5/20/2012	\$51,238	
Dr. Lewis Caccia	M/C	Replacement	Assistant Professor	English	5/20/2012	\$50,991	
Ms. Lori Carlson	F/C	Replacement	Instructor	Mathematics and Statistics	5/20/2012	\$50,607	
Mr. Daniel Coyne	M/C	Replacement	Instructor	School of Technology	5/20/2012	\$57,739	
Dr. John George	M/C	Replacement	Assistant Professor	School of Technology	5/20/2012	\$58,917	
Dr. Daryl Gross	M/C	Replacement	Instructor	School of Technology	5/20/2012	\$42,849	
Dr. Jolien Helsel	F/C	Replacement	Assistant Professor	Economics	5/20/2012	\$53,579	
Mr. Edmund Ickert	M/C	Replacement	Instructor	Computer Science and Information Systems	5/20/2012	\$52,746	
Ms. Jaietta Jackson	F/B	Replacement	Instructor	Communication	5/20/2012	\$42,048	
Dr. Charles Jeffords	M/C	Replacement	Assistant Professor	Educ. Found., Res., Tech., and Ldrshp.	5/20/2012	\$51,238	
Ms. Sarah Jenyk	F/C	Replacement	Instructor	Economics	5/20/2012	\$38,689	

**YOUNGSTOWN STATE UNIVERSITY
PERSONNEL ACTIONS
JULY 1, 2012-SEPTEMBER 30, 2012**

**revised 12/6/2012*

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Ms. Susan Kearns	F/C	Replacement	Instructor	Health Professions	5/20/2012	\$50,000	
Dr. Christopher Mattheus	M/C	Replacement	Assistant Professor	Geological and Environmental Sciences	5/20/2012	\$51,238	
Ms. Laura McCaskey	F/C	Replacement	Instructor	Marketing	5/20/2012	\$40,365	
Ms. Dorian Mermer	F/C	Replacement	Instructor	Communication	5/20/2012	\$42,048	
Ms. Cathy Parrott	F/C	Replacement	Assistant Professor	Physical Therapy	5/20/2012	\$85,473	
Mr. Thomas Pittman	M/C	Replacement	Instructor	English	5/20/2012	\$39,832	
Mr. Michael Pontikos	M/C	Replacement	Instructor	Marketing	5/20/2012	\$40,365	
Mr. Joseph Sanson	M/C	Replacement	Instructor	School of Technology	5/20/2012	\$46,575	
Mr. Guy Shebat	M/C	Replacement	Instructor	English	5/20/2012	\$39,832	
Mr. Frank Sole	M/C	Replacement	Instructor	Management	5/20/2012	\$42,364	
Ms. Cynthia Vigliotti	F/C	Replacement	Instructor	English	5/20/2012	\$41,074	
Ms. Donna Walsh	F/C	Replacement	Instructor	Marketing	5/20/2012	\$41,778	
Dr. Melinda Wolford	F/C	Replacement	Assistant Professor	Counseling & Special Education/Center of Excellence	5/20/2012	\$51,238	
Ms. Karla Wyant	F/C	Replacement	Instructor	Social Work	5/20/2012	\$42,367	

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*revised 12/6/2012

FACULTY APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL

NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Mr. Mark Zetts	M/C	Replacement	Instructor	Human Ecology	5/20/2012	\$54,163	
September 2012							
None.							

PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b)

NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
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July 2012

Ms. Olivia Arnold	F/C	Replacement \$31,134	Housing Coordinator	Housing and Residence Life	7/1/2012	\$27,627	\$3,507 decrease
Dr. Kevin Ball	M/C	Replacement \$130,053	Associate Provost	Office of the Provost	7/1/2012	\$111,000	\$19,053 decrease
Ms. Elizabeth Bruchs	F/C	Replacement \$31,309	Housing Coordinator	Housing and Residence Life	7/1/2012	\$27,627	\$3,682 decrease
Mr. Randall Scott Evans	M/C	Replacement \$149,547	Vice President for University Advancement	University Advancement	7/23/2012	\$164,000	\$14,453 increase
Mr. Steven Gillispie	M/C	Replacement \$50,240	Head Baseball Coach	Intercollegiate Athletics	7/9/2012	\$60,000	\$9,760 increase
Ms. Rhonda Gottschalk	F/C	New	Assistant Coach, Soccer	Intercollegiate Athletics	7/16/2012	\$17,745 (.75FTE)	\$17,745 increase
Dr. Charles Howell	M/C	Replacement \$136,591	Dean	BCOE	7/1/2012	\$141,500	\$4,909 increase
Mr. Ryan McNicholas	M/C	Replacement \$40,590	Coordinator , Fitness and Wellness	Department of Campus Recreation	7/2/2012	\$38,830	\$1,760 decrease
Mr. Ian Tanner	M/C	Replacement \$32,001	Housing Coordinator	Housing and Residence Life	7/2/2012	\$28,500	\$3,501 decrease

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PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b)							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Mr. Jeffrey Trimble	M/C	Replacement \$76,781	Associate Director and Head of Information Systems	Maag Library	7/1/2012	\$74,500	\$2,281 decrease
Dr. Darrell Wallace	M/C	New	Director, Advanced Manufacturing Workforce Initiative	Dean's Office, STEM	7/1/2012	\$105,000	\$105,000 increase
August 2012							
Mr. Kevin Carmody	M/C	Replacement \$57,240	Associate Director	Student Life	8/20/2012	\$55,000	\$2,240 decrease
Ms. Anne Dubovec	F/C	Replacement \$17,745	Assistant Coach, Softball	Intercollegiate Athletics	8/6/2012	\$17,745 (.75FTE)	
Ms. Cary Horvath	F/C	New	Associate Dean	College of Fine and Performing Arts	8/16/2012	\$90,455	\$90,455 increase
Ms. Marion Kalasky	F/C	Replacement \$49,051	Learning Resources Coordinator	Nursing	8/20/2012	\$41,230 Temporary	\$7,821 decrease
Mr. Jason Neal	M/C	Replacement \$9,944	Assistant Coach, Baseball	Intercollegiate Athletics	8/20/2012	\$17,745 (.75FTE)	\$7,801 increase
Mr. Scott Pfitzinger	M/C	Replacement \$44,704	Multimedia Librarian	Maag Library	8/1/2012	\$46,000	\$1,296 increase
Mr. Kevin Smallcomb	M/C	Replacement \$31,868	Assistant Coach, Baseball	Intercollegiate Athletics	8/23/2012	\$31,868	
September 2012							
Ms. Katrina Brumfield	F/B	Replacement \$31,266	Assistant Coach, Track and Field	Intercollegiate Athletics	9/17/2012	\$31,266	
Ms. Jennifer Johnson	F/C	Replacement \$53,574	Director	Career Services	9/17/2012	\$65,000	\$11,426 increase
Ms. Melissa McKenney	F/C	New	Financial Aid Counselor	Financial Aid	9/17/2012	\$31,696	\$31,696 increase

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PROFESSIONAL/ADMINISTRATIVE APPOINTMENTS FOR BOARD OF TRUSTEES APPROVAL (in accordance with ORC 124.11 A(7) a&b)							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
Ms. Millie Rodriguez	F/C	New	Director of Distance Learning	Office of the Provost	9/16/2012	\$106,657	\$106,657 increase
Ms. Sarah Sydor	F/C	Replacement \$39,385	Assistant Athletic Trainer	Intercollegiate Athletics	9/7/2012	\$41,000	\$1,615 increase
CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY							
NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT Vacated Salary	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATE	SALARY	COMMENTS
July 2012							
Mr. Shawn Varso	M/C	Replacement \$72,363	University Law Enforcement Supervisor	Police	7/1/2012	\$68,578	\$3,785 decrease
Mr. Randall Williams	M/C	Replacement \$72,363	University Law Enforcement Supervisor	Police	7/1/2012	\$68,578	\$3,785 decrease
Mr. Thomas Guerrieri	M/C	New position	Building Construction Superintendent	Facilities	7/15/2012	\$54,309	\$54,309 increase
Ms. Suella Wendt	F/C	Replacement \$65,436	Customer Service Assistant 2	Undergraduate Admissions	7/15/2012	\$33,862	\$31,574 decrease
Mr. Matthew Guza	M/C	Replacement \$94,162	Network Administrator 2	Media & Academic Computing	7/16/2012	\$48,277	\$45,885 decrease
Ms. Marilyn Handel	F/C	Replacement \$22,620	Administrative Assistant I	Geography	7/29/2012	\$16,931 (.50 FTE)	\$5,689 decrease
Mr. Jonathan Eddy	M/C	Replacement \$49,192	Network Services Technician 1	Media & Academic Computing	7/30/2012	\$44,325	\$4,867 decrease
August 2012							
Ms. Megan Park	F/C	Replacement \$38,605	Human Resources Analyst	Human Resources	8/20/2012	\$34,778	\$3,827 decrease

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CLASSIFIED APPOINTMENTS FOR INFORMATION ONLY

NAME	GENDER/RACE*	POSITION NEW or REPLACEMENT	TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	SALARY	COMMENTS
Mr. Adam Skovira	M/C	Replacement \$53,976	Police Officer 1	Police	8/13/2012	\$39,229	\$14,747 decrease
September 2012							
Ms. Meredith Cavour	F/C	New	Secretary	STEM-Professional Practice	9/10/2012	\$16,057 (.5 FTE)	\$16,057 increase
Ms. Evelyn Kellam	F/B	Replacement \$78,811	Benefits Mang Analyst	Human Resources	9/10/2012	\$38,002	\$38,002 decrease
Mr. Louis Cenname	M/C	Replacement \$49,546	Mover 2	Facilities	9/24/2012	\$33,134	\$16,412 decrease
NAME	GENDER/RACE*	CATEGORY OF EMPLOYMENT	TITLE	DEPARTMENT	SEPARATION DATE	VACANT POSITION SALARY	COMMENTS

RETIREMENTS:

Dr. Nancy Mosca	F/C	Faculty	Professor	Nursing	8/15/2012	\$96,144	
Mr. Joe Savini	M/C	Classified	Network Services Technician 3	Media & Academic Computing	7/31/2012	\$90,043	
Ms. Linda Cucitrone	F/C	Classified	Data Systems Coord. 2	YSU Bookstore	8/31/2102	\$76,586	

SEPARATIONS:

Ms. Charmaine Banach	F/C	Faculty	Assistant Professor	Art	8/15/2012	\$53,000	
Dr. Julie Knutson	F/C	Faculty	Assistant Professor	HIPES / Teacher Education	8/18/2012	\$52,238	
Dr. Rajender Kondakindi	M/A	Faculty	Postdoctoral	Chemistry	9/30/2012	\$50,000	
Dr. Sherry Linkon	F/C	Faculty	Professor	English	8/16/2012	\$84,477	
Ms. Rence McManus	F/C	Faculty	Clinical Assistant Professor	Nursing	8/10/2012	\$55,288	

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SEPARATIONS:

Dr. Jason Chadwick Smith	M/C	Faculty	Assistant Professor	HPES	8/18/2012	\$55,000	
Dr. Kathryn Tessmer	F/C	Faculty	Assistant Professor	HPES	8/14/2012	\$53,978	
Dr. Hans Tritico	M/C	Faculty	Assistant Professor	Civil/Environmental & Chemical Engineering	8/1/2012	\$64,274	
Ms. Marcella Bolha	F/B	P/A	Assistant Coach, Women and Men's Track	Intercollegiate Athletics	6/30/2012	\$31,266	
Mr. Ralph Morrone	M/C	P/A	Director of Engineering	University Facilities	7/17/2012	\$87,777	
Mr. Brian Godsen	M/C	Classified	Programmer Analyst 3	Institutional Research	9/21/2012	\$53,581	

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.

DIVIDER

Information



YSU Police Department

Statistics Reported to FBI Uniform Crime Report

Report for the Months of

July –
September
2011

July –
September
2012

<i>Arrests in Our Jurisdiction</i>	24	19
Criminal Mischief	2	0
Criminal Trespass	2	4
Disorderly Conduct	3	3
Drug Paraphernalia	1	0
Liquor Law Violations	2	2
Making False Alarms	0	1
Public Indecency	0	1
Underage Possession/Consumption	10	4
Theft	0	2
Warrant/Arrest	4	2

<i>Offenses Committed</i>	48	58
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<i>Offenses Reported</i>	53	60
Abduction	0	1
Aggravated Menacing	0	1
Assault- Simple	2	5
Burglary	0	1
Criminal Damage	7	1
Criminal Mischief	11	10
Inducing Panic	0	1
Menacing	1	2
Rape	1	0
Recovered Unauthorized Use of a Motor Vehicle	1	0
Robbery	0	1
Telecommunications Harassment	0	1
Theft	29	32*
Unauthorized Use of a Motor Vehicle	1	0
Unfounded Reports	5	2
Rape	1	0
Theft	4	2

*One reported theft was an attempt.

<i>Monetary Value of Property Stolen in Our Jurisdiction</i>	\$3,525.00	\$10,176.00
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<i>Monetary Value of Property Recovered in Our Jurisdiction</i>	\$1,342.00	\$350.00
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Police Activity Summary

*July –
September
2011*

*July –
September
2012*

<i>Arrests on Warrant in Our Jurisdiction</i>	<i>4</i>	<i>3</i>
<i>Crimes Against Persons</i>	<i>1</i>	<i>10</i>
Abduction	0	1
Aggravated Menacing	0	1
Assault – Simple	0	5
Menacing	1	2
Robbery	0	1
<i>Criminal Trespass Warnings</i>	<i>9</i>	<i>17</i>
Adult	9	17
Juvenile	0	0
<i>Parking Enforcement</i>	<i>256</i>	<i>287</i>
City of Youngstown Tickets	256	287
<i>Property Crimes</i>	<i>18</i>	<i>11</i>
Criminal Damaging	7	1
Criminal Mischief	11	10
<i>Miscellaneous</i>	<i>213</i>	<i>256</i>
Alarm Responses	88	82
Auto Accidents	29	36
Lost and Found Reports	63	101
Matter of Record Reports	21	27
Property Damage (non-criminal)	12	10
<i>Mutual Aid Requests</i>	<i>64</i>	<i>72</i>
<i>Services</i>	<i>233</i>	<i>412</i>
Entries into Secured Areas	173	335
Escorts	48	58
Personal Transports	0	3
Vehicles Unlocked	12	16

kps: 11/30/12
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