Board of Trustees Meeting - THURSDAY - December 11, 2025

Youngstown State University - Board of Trustees
Board Meeting Room, Tod Hall
2025-12-11 10:00 - 11:00 EST

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YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
CHARGEBACKS POLICY, 3356-3-12

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-55

3356-3-12 Chargebacks.

Responsible Division/Office:	Finance and Business Operations
Responsible Officer:	VP for Finance and Business Operations
Revision History:	December 2010; December 2015; December 2020; December 2025
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025 (reviewed, no changes)**
Next Review:	2030

(A) Policy statement. The university is committed to financial accountability. In certain instances, chargebacks provide an effective method by which to ensure financial accountability and the appropriate allocation of costs.

(B) Purpose. To establish a policy to create, modify and authorize chargebacks and related processes.

(C) Definitions. "Chargeback." The allocation of costs by charging departments for certain goods or services that have been provided by another department. Chargebacks are a way to control and allocate costs and not a mechanism for increasing the operating budget for departments providing goods and/or services.

(D) Parameter.

(1) Certain departments on campus need resources to perform certain functions, to provide specific services and/or materials. In some cases, resources are provided to departments so that they may provide goods and/or services to other departments. The cost of certain goods and/or services may be charged back (i.e., billed) to the departments that request the goods and/or services.

(2) Chargebacks for auxiliary overhead and employee fringe benefits are excluded from this policy.

(3) Authorized chargebacks shall be included in the university's operating budget as adopted by the board of trustees.

(4) The vice president for finance and business operations shall

establish procedures and guidelines for chargeback processes.

(5) The establishment of new chargebacks and the modification of existing chargebacks should be approved prior to implementation and as part of the annual budget process.

(6) Chargebacks may be assessed only by departments that have been approved and designated to do so. Only the financial managers of these departments may authorize chargebacks.

(7) A chargeback may be assessed when the goods and/or services are requested by the department receiving the goods and/or services. A chargeback also may be assessed when essential services are provided, even for services not explicitly requested (i.e., police security services for an event on campus).

(8) Chargebacks should reflect the direct cost of the goods and/or services provided. The department providing goods/services should be able to clearly demonstrate and document how the chargeback is calculated.

(9) Exceptions to this policy may be approved by the president or his/her designee.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
UNIVERSITY HEALTH AND SAFETY POLICY, 3356-4-10

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-56

3356-4-10 University health and safety.

Responsible Division/Office:	Environmental Health and Safety
Responsible Officer:	VP for Finance and Business Operations
Revision History:	March 1999; October 2010; June 2015; December 2020; December 2025
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next review:	2030

(A) Policy statement. The university will develop and maintain programs and policies to prevent health and safety hazards on the campus. The university will also evaluate risks and liabilities that could negatively impact the campus. Such programs and policies shall be in compliance with, but not limited to, all local, state, and federal statutes pertaining to health, safety, and the environment and in accordance with risk management best practices.

(B) Parameters.

(1) The office of environmental health and safety (EHS) has the responsibility of establishing appropriate environmental health and safety programs, policies and activities.

(2) The office of risk management has responsibility to evaluate campus risks and work with the executive risk committee to develop and maintain programs and policies.

(3) The office of risk management has responsibility for working with the inter university council risk management insurance consortium to manage the campus wide insurance policies.

(4) EHS and risk management, in consultation with the office of the general counsel, is also responsible for compliance with local, state, and federal laws affecting the campus environment and the health and safety of all students, faculty, staff, and campus visitors. In addition, these offices evaluate and manage liability for the university.

(C) Procedures.

(1) EHS and risk management will distribute information on all environmental health and safety, risk and liability programs and policies. Other departments may assist in the distribution of this information.

(2) EHS and risk management will periodically conduct trainings and workshops relating to health, safety, environmental, and risk and liability matters.

(3) University employees and students are expected to follow all programs and policies so that the university can prevent health and safety hazards and minimize risk and liability on the campus.

(D) Compliance. Failure to comply with environmental health and safety programs and policies, as well as risk management programs and policies may result in sanctions under "the student code of conduct" for students and discipline, up to and including termination for employees.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
DIGITAL ACCESSIBILITY STANDARD POLICY, 3356-4-22

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-57

3356-4-22 Digital accessibility standard.

Responsible Division/Office:	Finance and Business Operations (Information Technology Services)
Responsible Officer:	VP for Finance and Business Operations
Revision History:	December 2013; March 2014; June 2015; December 2015; March 2017; March 2022; October 2025; November 2025; December 2025
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 prohibit discrimination on the basis of disability in programs and activities by public universities receiving financial assistance from the U.S. department of education. Youngstown state university (YSU) is committed to ensuring that all communication with constituents with disabilities, including students, prospective students, employees, guests and visitors, with hearing, visual and manual impairments, or who otherwise require the use of assistive technology to access information, is as effective as communication with those without disabilities.

The university will ensure that all computer software and systems for public use will permit all persons with disabilities to acquire the same information, engage in the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities.

(B) Purpose. All digital content must be accessible to university constituents and must adhere to the digital accessibility standards referred to in paragraph (E)(2)(e) of this rule.

(C) Scope. This policy applies to all digital content, excluding digital content intended for private use only. Digital content includes:

(1) Official university web pages and linked resources;

(2) All online learning content and materials in the campus learning management systems, (e.g., “Blackboard”);

(3) Online instructional material and e-learning content and tools;

(4) All mobile applications, digital communication channels, social media and videos; and

(5) All third-party digital tools, software and platforms.

(D) Definitions.

(1) "Official university web page" – an official university web page is any web page created by the university, its departments, colleges, or other administrative offices for the official business of the university. This includes Maag library, academics, athletics, student newspaper, and student groups and associations.

(2) "University-related web page" – a university-related web page is any web page created by or linked from a web page created by faculty, staff, students and/or registered student organizations that are either:

(a) Linked from an official university web page;

(b) Stored on one of the university-controlled web servers or virtual/cloud systems;

(c) Created in support of university businesses and courses; or

(d) On servers contracted by the university.

(3) "Content editors" – authorized university faculty, staff, or student employees trained by the information technology services (ITS), YSU web team, and/or Youngstown state online on the digital accessibility standards and on the approved content management system such that they are approved to maintain a department or office web page.

(4) "Digital accessibility training" – mandatory training conducted by staff of the IT training services, YSU web team, marketing and communication staff and/or Youngstown state online for all content editors and faculty prior to having authorization to publish digital content on the university website, web pages, or any university digital platform.

(5) "Digital accessibility coordinator" – staff member authorized to coordinate and implement the digital accessibility policy.

(6) "Digital accessibility standards" – YSUs digital accessibility standards are drawn from W3C web accessibility initiative (WAI), section 508 standards, and the most current web content accessibility guidelines (WCAG).

(7) "Third party" – Any vendor provided systems, applications, tools, or content that must adhere to accessibility requirements.

(E) Parameters.

(1) Each administrative unit, department, or office, through an authorized content editor, is responsible for ensuring that digital content is accessible. In addition, all

software and IT systems free or purchased shall be compatible with assistive technology.

(2) Content editors may develop and maintain official university web pages and are responsible for their content subject to the following requirements:

(a) Software used to develop official university web pages will be limited to packages approved by ITS.

(b) Official university web pages must run on approved ITS servers or servers contracted for by ITS and/or marketing and communications.

(c) All official university web pages and related university web pages and all digital content must strictly adhere to the digital accessibility standards.

(d) The digital accessibility coordinator shall provide direction and guidance on standards to be followed for accessibility of all digital content. The standards shall be posted on the digital accessibility web page. The digital accessibility coordinator is responsible for developing and implementing a plan to monitor all university digital content for adherence to digital accessibility standards. The digital accessibility coordinator is authorized to disable any digital content found to be in violation of the digital accessibility standards.

(e) All official and university-related web pages and all digital content must adhere to:

(i) Applicable copyright laws.

(ii) Applicable state of Ohio and federal laws and rules.

(iii) Rule 3356-4-09 of the Administrative Code, "Acceptable Use of University Technology Resources" (where appropriate).

(iv) Digital accessibility standards.

(f) The use of university symbols (i.e., YSU word mark, YSU logo, university seal, and Pete the penguin) and related information should adhere to the university's graphic identity standards from the office of marketing and communications.

(g) Registered student organizations use of the university name must adhere to article III, paragraph (D)(17), of "The Code of Student Rights, Responsibilities, and Conduct."

(h) The following are examples of content prohibited from display on either official university web pages or university-related web pages, including all digital content communication channels, social media, and mobile applications:

(i) Unauthorized solicitation or endorsement for for-profit business ventures.

(ii) Activities that involve a conflict of interest (rules 3356-7-01 and 3356-7-19 of the Administrative Code).

(iii) Adult content (including banners).

(iv) Any content covered by rule 3356-4-13 of the Administrative Code, "Sensitive information/Information Security," such as credit card numbers.

(v) Software or media (i.e., photographs, audio, video, etc.) not authorized for distribution, regardless of the purchase price or copyright status.

(i) All university computer labs shall provide equal access afforded by technology for all users, including users with disabilities. The university shall make assistive technology available at all student computer labs and shall provide a notice of accessibility that includes contact information for questions, inquiries, or complaints.

(F) Procedures for creating and posting accessible digital content.

(1) Authorized content editors and faculty may develop and maintain official university websites or pages and digital content.

(2) Faculty and staff must complete mandatory accessibility training.

(3) Administrative units, individuals, and organizations requesting ability to place digital content on the university website must contact the university website manager at YSU web team.

(4) If any digital content is determined to be in violation of the parameters in this policy, including the digital accessibility standards, an effort will be made beforehand to discuss the violation(s) with the content editor or faculty and to correct any errors. The digital accessibility coordinator has the authority to disable any digital content from the university servers if in his/her discretion such action is necessary.

(G) All software is to be compatible with assistive technology. It is the policy of the university to ensure that all IT software and systems purchased or free meet the digital accessibility standards of the voluntary product accessibility template (VPAT) or higher education community vendor assessment toolkit (HECVAT) and/or an accessibility improvement roadmap. The software or systems shall permit persons with disabilities to acquire the same information, engage in the same interactions, and enjoy the same services with substantially equivalent ease of use as those without disabilities.
See computer software accessibility purchasing standard that will be placed into the terms and conditions and request for proposal documents provided by the office of procurement services.

(H) Reporting violations.

(1) All accessibility concerns with any university digital content should be directed to the digital accessibility coordinator for prompt resolution. Any person desiring to make an anonymous complaint with regard to a violation of this policy or any federal or state law with regard to digital accessibility may do so by reporting violations through a confidential mailbox.

(2) In addition, any person desiring to file a formal complaint for digital accessibility issues may contact the Title II/section 504 coordinator for students or the Title II/section 504 coordinator for employees. The university grievance policy can be found at university grievance policy. The contact information for individuals serving in those roles on behalf of the university can be found at the university's web page dedicated to accessibility compliance.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
ACCESS TO CAMPUS FOR PURPOSES OF COMMERCIAL SOLICITATION OR ADVERTISING POLICY, 3356-7-19

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-58

3356-4-24 Access to campus for purposes of commercial solicitation or advertising.

Responsible Division/Office:	Finance and Business Operations; Student Affairs
Responsible Officer:	VP for Finance and Business Operations, Interim VP and Dean of Students/Ombudsperson
Revision History:	January 1998; September 2011; September 2014; December 2020; December 2025
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. University property is dedicated to the educational mission of the university. The university may prohibit the solicitation, distribution, and presentation of information to students and employees on campus and at other locations where university business is being conducted.

(B) Purpose. These procedures are designed to ensure that university employees can perform their duties free from intrusions and work interruptions, and to safeguard the security of persons, facilities, and property.

(C) Scope. This policy applies to all facilities and property on the university campus or under the operating authority of the university and to solicitation and advertising. This policy does not apply to university-sponsored events, the YSU foundation, university-affiliated organizations, registered student organizations, or to vendors or business representatives who are providing goods or services procured by the university.

(D) Definitions. For purposes of this policy, "solicitation and advertising" (hereinafter collectively referred to as commercial solicitation) is defined as an attempt to publicize a commercial product, service, activity, or entity or raise funds through direct sale of merchandise, services, or donations, with or without products or services rendered. Also, any method of communication intended to market or induce support of such a product, service, activity, or entity will be considered commercial solicitation.

(E) Procedures. In general, commercial solicitation of goods or services that are in competition with the goods or services provided by the bookstore, pouring rights, food service, banking or other university facilities may not be conducted on university property.

(1) Activities by employees.

(a) Solicitation to or by employees is prohibited during either employee's work time. Specifically, solicitation by an employee of another employee is prohibited while either employee is on work time. Work time does not include meal periods, authorized rest breaks, or any other specific period of the day when the employees are not properly engaged in the performance of their work duties.

(b) The use of university facilities, services, mail, social media, email, fax or telephone by university employees for the purpose of solicitation not directly related to or endorsed by the university is prohibited.

(c) Employees should consult rule 3356-7-25 of the Administrative Code, "Political activities of employees."

(2) Activities by non-employees/non-university organizations.

(a) An organization, business, or non-employee of the university wishing to engage in commercial solicitation on university property must request permission in writing five business days prior to the proposed visit. The request must be forwarded in writing to the vice president of finance and business operations and must state:

(i) The name of the organization, business, or entity as registered with the Ohio secretary of state, if applicable;

(ii) The purpose of the proposed visit;

(iii) Benefit to campus community;

(iv) The desired time frame of the visit;

(v) A copy of materials to be distributed, if applicable;

(vi) The names of all individuals that might be involved with the visit; and

(vii) Contact information, including name, address, and phone number of the person having accountability for the activity.

(b) The vice president of finance and business operations will review the request with the interim vice president and dean of students/ombudsperson or other appropriate university administrator. Permission will be granted subject to reasonable time, place, and manner limits. When granting permission for commercial solicitation, the mission of the university will be considered as well as other activities and programs occurring during the requested time. A response to the request will be provided in writing no later than two business days after receipt of the request.

(c) If the request is honored, specific parameters regarding access to the campus and communication and contact with university employees will be included in the response. The vice president of finance and business operations, or his/her designee, will notify the university police department of the approved request.

(d) All persons and organizations accessing campus for this purpose are required to comply with all university policies, specifically rule 3356-7-45 of the Administrative Code, “Persona non grata status for campus visitors.”

(e) Non-university individuals or groups are prohibited from using university facilities and services, including the internal campus mail system, unless authorized in writing by an appropriate university official.

(f) For safety and security purposes, solicitations are prohibited in university parking lots, decks, and driveways.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
DEVELOPMENT AND ASSESSMENT OF STUDENT TUITION AND FEES
(INCLUDING REDUCTION/REFUND OF TUITION AND FEES) POLICY, 3356-3-02

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-59

3356-3-02 Development and assessment of student tuition and fees (including reduction/refund of tuition and fees).

Responsible Division/Office:	Finance and Business Operations
Responsible Officer:	VP for Finance and Business Operations
Revision History:	March 1998; June 1998; March 2007; October 2009; June 2010; March 2011 December 2015; March 2016; December 2020; March 2021
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. The board of trustees of Youngstown state university (university) shall review and approve the schedules of student tuition and fees. These schedules and the associated refund procedures will be printed in university catalogs and other official university documents.

(B) Student tuition and fees.

(1) Parameters.

(a) The board of trustees reserves the right to change any fee, charge, or fine, as may be permitted by state law.

(b) For the purpose of assessing tuition and fee charges, residency is determined at the time of admission or readmission.

(c) Tuition and fees are assessed at the time of registration.

(2) Procedures.

(a) Annually as part of the budget development process, if permitted by state law, the administration shall review the schedules of tuition and fees to determine if modifications are advisable.

(b) Any proposed modifications will be reviewed by the president's executive leadership team and as appropriate, other administrative groups and student government.

(c) Any proposed changes to tuition and fees shall be developed within the parameters permitted by state law.

(d) Proposed schedules of tuition and fees and miscellaneous fees will be presented to the finance and facilities committee of the board of trustees, which will recommend action to the full board of trustees.

(e) In the event that state law, enacted subsequent to the board of trustees having taken action on tuition and fees, limits or prohibits the university's ability to modify tuition and fees, the university's tuition and fees will be set to the levels permitted by state law, notwithstanding any previous action taken by the board of trustees.

(C) Reduction/refund of student tuition and fees.

(1) Parameters.

(a) A full or partial reduction of the instructional, general, information services, performance, music, college, program and course fees, and the non-resident surcharge will be provided for all withdrawals or reductions which take place during a specified period of time outlined in the current university undergraduate and graduate catalogs, or as modified by action of the board of trustees.

(b) Students suspended or dismissed from the university for non-academic reasons are not entitled to any reduction of fees unless extenuating circumstances are demonstrably present, such as a medical condition verified by a physician.

(2) Procedures.

(a) To receive a reduction of fees, a student must officially withdraw or complete an official change of registration.

(b) Students who withdraw or reduce hours after the specified refund period, and who do so for reasons beyond their control (such as for a medical issue, change in work shifts, transfer of employment or death of immediate family member), may request to have their fees reviewed in accordance with the fees and charges appeals board process. If approved, the fees may be revised on a prorated basis.

(c) Students withdrawing from all classes as a result of being called to active military service are eligible for a full reduction of fees.

(d) Individuals seeking additional information on the reduction/refund of fees and charges should refer to the current university undergraduate catalog, graduate catalog, or by contacting the office of university bursar.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
DEVELOPMENT AND ASSESSMENT OF STUDENT TUITION AND FEES POLICY, 3356-3-02

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-60

TO BE RESCINDED

3356-3-02 Development and assessment of student tuition and fees.

Responsible Division/Office:	Finance and Business Operations
Responsible Officer:	VP for Finance and Business Operations
Revision History:	June 1998; October 2009; June 2010; December 2015; December 2020
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	N/A

(A) Policy statement. The board of trustees of Youngstown state university shall review and approve the schedules of student tuition and fees and miscellaneous fees. These schedules and the associated refund procedures will be printed in university bulletins and other official university documents.

(B) Parameters.

(1) The board of trustees reserves the right to change any fee, charge, or fine, as may be permitted by state law.

(2) For the purpose of assessing tuition and fee charges, residency is determined at the time of admission or readmission.

(3) Tuition and fees are assessed at the time of registration.

(C) Procedures.

(1) Annually as part of the budget development process, the administration shall review the schedules of tuition and fees to determine if modifications are advisable, if permitted by state law.

(2) Any proposed modifications will be reviewed by the president's executive leadership team, other administrative groups, as appropriate, and student government.

(3) Any proposed changes to tuition and fees shall be developed within the parameters permitted by state law.

(4) Proposed schedules of tuition and fees and miscellaneous fees will be presented to the finance and facilities committee of the board of trustees, which will recommend action to the full board of trustees.

(5) In the event that state law, enacted subsequent to the board of trustees having taken action on tuition and fees, limits or prohibits the university's ability to modify tuition and fees, the university's tuition and fees will be set to the levels permitted by state law, notwithstanding any previous action taken by the board of trustees.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
REDUCTION/REFUND OF TUITION AND FEES POLICY, 3356-3-02.1

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-61

TO BE RESCINDED

3356-3-02.1 Reduction/refund of tuition and fees.

Responsible Division/Office:	Finance and Business Operations
Responsible Officer:	VP for Finance and Business Operations
Revision History:	March 1998; March 2007; March 2011; March 2016; March 2021
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	N/A

(A) Policy statement. The board of trustees of Youngstown state university shall review and approve the schedule of student tuition and fees. This schedule and the associated refund procedures will be published in university "Bulletins" and other official university documents.

(B) Parameters.

(1) A full or partial reduction of the instructional, general, information services, performance, music, college, program and course fees, and the nonresident surcharge will be provided for all withdrawals or reductions which take place during a specified period of time outlined in the current university "Undergraduate" and "Graduate Bulletins," or as modified by action of the board of trustees.

(2) Students suspended or dismissed from the university for non-academic reasons are not entitled to any reduction of fees unless extenuating circumstances are demonstrably present, such as a medical condition as verified by a physician.

(C) Procedures.

(1) To receive a reduction of fees, a student must officially withdraw or complete an official change of registration.

(2) Students who withdraw or reduce hours after the specified refund period, and who do so for reasons beyond their control (such as for a medical issue, induction into military service, change in work

shifts, transfer of employment or death of immediate family member), may request to have their fees reviewed in accordance with the fees and charges appeals board process. If approved, the fees may be revised on a prorated basis.

(3) Students withdrawing from all classes as a result of being called to active military service are eligible for a full reduction of fees. Students must officially withdraw and must provide the fees and charges appeals board with supporting documentation validating the withdrawal.

(4) Individuals seeking additional information on the reduction/refund of fees and charges should refer to the current Youngstown state university "Undergraduate Bulletin," "Graduate Bulletin," or by contacting the office of university bursar.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
MINORS ON CAMPUS/BACKGROUND CHECKS POLICY, 3356-7-50

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-62

3356-4-25 Minors on campus/background checks.

Responsible Division/Office:	Finance and Business
Responsible Officer:	VP for Student Affairs, VP for Academic Affairs/ Academic Affairs/Provost, VP University Relations, and Athletic Director
Revision History:	December 2014; December 2020; December 2025
Board Committee:	Finance and Facilities
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Youngstown state university ("university"), as part of its educational mission, offers and participates in youth-oriented programs and allows minors to access the university and its facilities. The university is committed to ensuring a safe environment for minors and requires that all staff, volunteers, program participants and campus visitors hold themselves to the highest standards of conduct.

(B) Purpose. To establish standards and requirements for university programs or activities involving minors and for minors accessing the university and its facilities.

(C) Scope.

(1) This policy applies to university programs and activities specifically designed for participation by minors and all participants, including athletic recruitment activities, volunteers and employees, including student employees, who exercise direct supervision, chaperone, or otherwise oversee minors, in the course of their duties in these particular programs.

This policy does not apply to enrolled or dully enrolled minor university students participating in normal class and academic settings; employees or volunteers at university events or single performances open to the general public; or employees or volunteers who may have incidental contact with minors but do not work directly with minors within a program or activity.

(2) This policy also applies to minors who are on campus as guests or as members of the general public. Refer to paragraph (E)(10) of

this rule, “Minors on campus not participating in programs,” for procedures applicable to minors on campus generally.

(3) Minor children of residential students who reside on campus either full or part-time are expected to follow this policy when they are on campus in any facility other than the residential hall in which they reside. While inside the residence hall, the minor child and the student parent should defer to housing policies regarding minor children in residence halls.

(4) A program or activity may impose additional requirements than those found in this policy.

(5) This policy does not replace the requirements for reporting child abuse or neglect pursuant to the Revised Code or other statutory reporting requirements.

(6) Except where required by law, background checks conducted pursuant to this policy will be used only for purposes consistent with this policy and will otherwise be kept confidential.

(D) Definitions.

(1) “Abuse or neglect of minors.” Infliction or threat of physical or mental injury, sexual abuse or exploitation, or neglect of a person under age eighteen or of someone who is incapable of self-care because of a mental or physical disability.

(2) “Minor.” A participant in a program for minors who are under eighteen years old or is incapable of self-care because of a mental or physical disability.

(3) “Program coordinator” means the person(s) who executes the activity or event offered by an academic or administrative unit of the university, whether on or off campus.

(4) “Programs for minors.” An organized activity or event that is specifically designed for minor participants, is staffed by university employees and/or volunteers, and is offered by an academic or administrative unit of the university, whether on or off campus.

(5) "University organization." Any academic or administrative unit of the university unit staffed by university employees, including student employees, acting within the scope of their employment.

(6) "Volunteer." Any individual working in an unpaid capacity in a program for minors, including interns and practicum students; however, this does not include invited speakers or guests who do not oversee minor participation.

(7) "Direct supervision." Supervision, guidance or instruction of children in lieu of parent or guardian by campus employees or volunteers.

(E) Procedures.

(1) Standards of behavior. All programs must provide reasonable monitoring of employee, volunteer, and participant behavior and all program participants, staff, leaders, employees, associates and volunteers must refrain from and promptly address inappropriate behavior. Prohibited behavior includes, but is not limited to:

(a) Abusive conduct of any kind;

(b) Possession, distribution, or use of alcohol, illegal drugs, fireworks, guns or other weapons or dangerous materials;

(c) Hazing, bullying;

(d) Theft, misuse or destruction of property;

(e) Accessing by or making available to a minor any sexually oriented materials;

(f) One-on-one interactions between any adult and a minor without at least one other adult present. Another adult will be deemed to be present if within the line of sight of the adult interacting with the minor.

(2) "Ratio of counselors." The university does not offer camp programming for participants under the age of five. The ratio of counselors to program participants shall be based on the American camping association current guidelines which are available on the student affairs website.

(3) Reporting requirements.

(a) Any employee or volunteer who in the course of their duties witnesses abuse or neglect of a minor or has information that would lead a reasonable person to believe that a minor faces a substantial threat of such abuse or neglect, shall immediately contact the university police department at (330) 941-3527.

(b) The university police department shall ensure that the applicable county children's services agency has been notified that a minor faces a substantial threat of such abuse or neglect and shall notify the appropriate municipal or county peace officer department, the office of general counsel, and the office of human resources of such threat. The office of human resources will contact the director of the university program to ensure that the director has been notified of such threat.

(4) Registration. In advance of the program, the program coordinator completes all appropriate registration forms found on the minors on campus webpage. After registration, training must be competed. See paragraph (E)(5) of this rule.

(5) Training.

(a) Colleges and units of the university offering programs and activities specifically designed for participation by minors, regardless of whether supervision of minors is part of the program or activity, must ensure that employees and volunteers staffing the program or activity, annually complete applicable training provided by the office of environmental health and safety and keep records of such training. Training content will include at a minimum child abuse awareness and prevention, and reporting obligations and procedures.

(b) In order to ensure appropriate oversight in the event of staff shortages, departments offering programs or activities which include direct supervision of minors must insure that at least one professional staff undergo annual applicable training as described in paragraph (E)(5)(a) of this rule.

(6) Background checks. For purposes of this policy, a pre-employment background check does not constitute a background check. Background checks must be conducted on all employees and volunteers working with minors in programs and activities covered by this policy as follows:

(a) Employees and volunteers in programs which do not involve overnight stays must have a bureau of criminal investigation (BCI) background check prior to working in a program for minors and once every four years thereafter.

(b) Parental consent must be obtained for the background check of a minor age employee or volunteer.

(c) Where required by Ohio law or where the employee or volunteer is engaged at a facility or in a program that involves the use of showering, changing or sleeping facilities, the background check shall include both a BCI and federal bureau of investigation (FBI) records check.

(d) Employees and volunteers who have not lived in Ohio for five consecutive years must have a BCI and FBI background check.

(e) Employees and volunteers who have any break in service for any time period must have a new BCI background check prior to rehire and an FBI criminal records check must be completed if the employee or volunteer lived in a state other than Ohio during the break in service.

(f) Employees and volunteers must self-disclose to the program leader or administrator, any felony or misdemeanor convictions or pleas of guilty or no contest (nolo contendere) that occur after hire or after being accepted as a volunteer within three business days of pleading or being convicted.

(g) Employees and volunteers must self-disclose any pending felony or misdemeanor charges to the program leader, college, or unit, prior to the time of or after hire or that are pending at the time of or after acceptance as a volunteer.

(h) Programs or units may perform background checks more frequently at their discretion and must do so if required by law.

(i) BCI and FBI background checks should be performed by the university police department. For instances where the background checks are not performed by the police department, the documentation must be forwarded to the university police department for review and approval.

(j) A previous background may be submitted but must be reviewed by the university police department.

(7) Background check review.

(a) Adverse or unfavorable information revealed through a background check or self-disclosure will be reviewed by the university police department. The review will be an individualized assessment in order to identify potential risks to minors.

(b) The university police department will maintain these documents and will only disclose adverse information on a need to know basis or pursuant to legal requirements.

(8) Documents and forms. Appropriate documents and forms must be completed by all program participants.

(9) Addressing reports of abuse or neglect.

(a) Investigation of allegations of child abuse, sexual abuse, or neglect will be addressed in accordance with the investigatory protocols of children services agencies, local law enforcement agencies, and/or the university.

(b) Upon receipt of an allegation and during an investigation, the person against whom an allegation has been made may be removed from a program or activity and/or may have his/her contact with minors limited until such allegation has been satisfactorily investigated and resolved.

(10) Minors on campus not participating in programs. The university's campus and facilities are not generally an appropriate environment

for minors unless they are matriculated students or enrolled in a university program specifically designed for their participation and are appropriately supervised by their parents, legal guardians or properly trained responsible adults (hereinafter collectively referred to as guardian). The following policies apply to any minor on campus who is not participating in a university program or as an enrolled or dually enrolled as a student:

(a) No minor under the age of fourteen may be left alone on campus at any time for any reason.

(b) The university police department will be notified if a minor under the age of fourteen is left unattended on campus or at an athletic event or public program or event.

(c) A guardian must have line of sight supervision of the minor at all times.

(d) A guardian must assure that the minor is not disruptive to others and if the minor becomes disruptive, the guardian shall correct the situation.

(e) The university retains the right to require visitors who are unwilling or unable to exercise appropriate control over minors to leave university facilities.

(f) Minors age fourteen and above are held to the same standards of conduct that apply to all members of the university community.

(g) Minors may not accompany students to class unless specifically approved by the class instructor. This restriction does not apply to university programs involving campus visits by prospective students or university sponsored family programs.

(h) Unless authorized by the appropriate dean, or department head, or as part of a university program, a minor may not accompany a parent or guardian to work.

(i) Minors are restricted from access to safety sensitive areas such as laboratories and workshops, except as part of a

university program or as a university student pursuant to an academic course or program.

(j) Due to the potential health risks to others, children with communicable illnesses cannot be brought to campus.

(k) Students, faculty or staff who have childcare emergencies are advised to stay home or make alternative arrangements and not bring children to campus. No university space is to be used as an alternative to childcare, including but not limited to libraries, classrooms, laboratories, residence halls, lounges, and restaurants or other public space.

(11) Departments, programs, and schools may impose additional limitations on the presence of minors.

(F) Violation and accountability. Individuals, entities, programs or units that violate this policy will be held accountable for their actions under the applicable program's standards of behavior and expectations, university policies and rules, and applicable law including, but not limited to:

(1) Volunteers are subject to reprimand or loss of volunteer status.

(2) Students are subject to the code of student rights, responsibilities, and conduct.

(3) Employees, including student employees, are subject to applicable disciplinary action up to and including termination.

(4) Suspension or termination of the use of university facilities for a program or activity.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
A SPECIAL TUITION RATE FOR ACTIVE MILITARY PERSONNEL
ENROLLED IN CERTAIN ONLINE BACHELOR DEGREE PROGRAMS

WHEREAS, Ohio law provides that Boards of Trustees of state-assisted institutions of higher education shall supplement state subsidies by income from charges to students, including an "instructional fee" for educational and associated operational support of the institution and a "general fee" for non-instructional services, and that these two fees shall encompass all charges for services assessed uniformly to all enrolled students and shall be identified as "tuition"; and

WHEREAS, Ohio law provides that the Chancellor may approve a waiver of any portion of tuition charged to students enrolled at a state college or university in Ohio; and

WHEREAS, the procedures established by the Ohio Department of Higher Education also require that the Board of Trustees approve a waiver of student tuition and fees; and

WHEREAS, the university wishes to waive a portion of tuition to create a special rate for active U.S. military personnel, including but not limited to active duty and reservists who enroll in certain undergraduate online programs.

NOW, THEREFORE, BE IT RESOLVED, that the Youngstown State University Board of Trustees does hereby approve the waiver of tuition and fees, as depicted on Exhibit A and made part hereof, effective spring semester 2026.

Board of Trustees Meeting
December 11, 2025
YR 2026-63

Exhibit A

YOUNGSTOWN STATE UNIVERSITY
Online bachelor degree programs*
For Active Military Personnel**

Fee Description	AY 2026 Tuition	AY 2026 Proposed	AY 2026 Amt. waived	AY 2026 % waived
In-state (per credit)	$460.00	$250.00	($210.00)	-45.7%
Non-resident (per credit)	$465.00	$250.00	($215.00)	-46.2%

*Online Programs offered through YSU's agreement with Risepoint (formerly known as Academic Partnerships). Rates are based on academic year, which begins summer or fall semester, depending on program curriculum. The number of required credit hours varies by program. First Day Ready materials, preceptor and graduation application fees may apply.

**Eligibility for this reduced tuition rate is determined through the U.S. Department of War's Military Tuition Assistance program.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE THE
FY2025 AFFORDABILITY AND EFFICIENCY REPORT

WHEREAS, Section 3333.95 of the Ohio Revised Code requires the Chancellor of Higher Education to maintain an Efficiency Advisory Committee to ensure that each state college and university prepares an affordability and efficiency report to identify examples of and opportunities for shared services, streamlined administrative operations, and shared best practices in efficiencies among institutions; and

WHEREAS, the Chancellor requires that the Boards of Trustees at each state college and university annually approve each institution's affordability and efficiency report; and

WHEREAS, the Ohio Department of Higher Education has provided a template through which to document and report each institution's efficiency and affordability report; and

WHEREAS, Youngstown State University's FY2025 efficiency and affordability report is a product of a collaborative process that included input from various levels of campus stakeholders to assess progress and capture examples of efficiencies, academic practices, policy reforms and cost savings; and

WHEREAS, Youngstown State University's FY2025 report provides evidence of affordability and efficiency in all reportable categories; and

WHEREAS, all sections of the report indicate that Youngstown State University continues to make substantial progress in all categories required by the report; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the FY2025 efficiency and affordability report, attached hereto.

FY25 Efficiency Reporting Template

Introduction:

Ohio Revised Code section 3333.95 requires the chancellor of the Ohio Department of Higher Education (DHE) to maintain an "Efficiency Advisory Committee" that includes an "efficiency officer" from each state institution of higher education (IHE). Each IHE must then provide an "**efficiency report**" updated annually to DHE, which is compiled by the chancellor into a statewide report shared at year end with the governor and legislature. The committee itself meets at the call of the chancellor.

There are a number of topics that are required to be addressed per the Ohio Revised Code. Specifically, ORC Section 3333.951(C) requires IHEs to report on their annual study to determine the cost of textbooks for students enrolled in the institution. ORC 3333.951(B) requires Ohio's co-located colleges and universities to annually review best practices and shared services and report their findings to the Efficiency Advisory Committee. ORC 3345.59(E) requires information on efficiencies gained as a result of the "regional compacts" created in 2018.

The reporting template also requests information regarding college debt and debt collection practices, among other things.

Your Efficiency Report Contact: ***Alex Penrod***, Special Assistant to the Chancellor for External Affairs, 614-995-7754 or apenrod@highered.ohio.gov. Please provide your institution's efficiency report by **Friday, November 21, 2025** via email.

As in previous years, the Efficiency Reporting Template is structured into the following sections:

- **Section I: Efficiency and Effectiveness –** This section captures information on progress made from strategic partnerships and practices that are likely to yield significant savings and/or enhance program offerings.

- **Section II: Academic Practices –** This section covers areas more directly related to instruction, with an emphasis on actions taken to reduce the costs to students of textbooks, including the options of Inclusive Access and Open Educational Resources.

- **Section III: Additional Practices** – This section requests information about ways to create efficiencies that have not been captured in the previous sections.

For purposes of this report, efficiency is defined on a value basis as a balance of quality versus cost:

- Direct cost savings to students (reducing costs)
- Direct cost savings to the institution (reducing costs)
- Cost avoidance for students (reducing costs)
- Cost avoidance to the college/university (reducing costs)
- Enhanced advising, teaching (improving quality)
- IP commercialization (improving quality)
- Graduation/completion rates (improving quality)
- Industry-recognized credentials (improving quality)
- Experiential learning (improving quality)

These are examples only. Please consider your responses to address broader measures of efficiency, quality, cost and value. Please also note that this is only a template. Feel free to respond in any additional way you believe is helpful.

Youngstown State University

Section I: Efficiency and Effectiveness

Benchmarking

Each institution should regularly identify and evaluate its major cost drivers, along with priority areas that offer the best opportunities for efficiencies. Institutions should also track their progress in controlling costs and improving effectiveness.

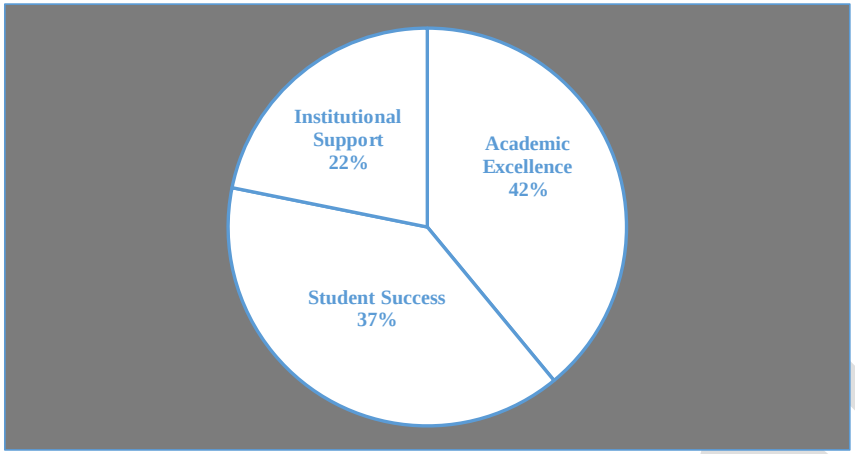
1. Other than HEI, what other data, metrics, or benchmarks does your institution utilize to evaluate operational efficiencies and the appropriate balance of instructional vs. administrative expenses?

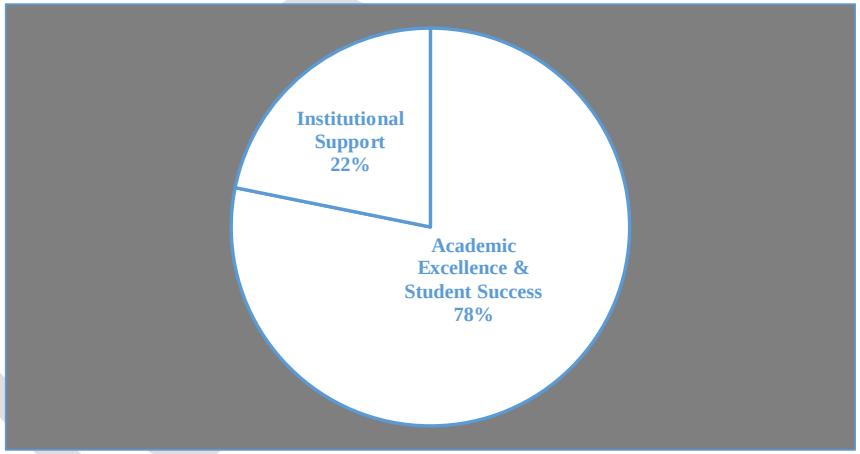
   YSU uses IPEDS, as well as its engagements with EAB and Gray & Associates to evaluate operational efficiencies. The main focus areas of YSU's analyses include:

   - **Affordability and Access**
   - **Student Success**
   - **Comparative Analysis of Peer Institutions**
   - **Ongoing Academic Program Review**

2. How is such data utilized by your institution? Please summarize and provide an overview of your performance based on each measure.

   At YSU, these data are measured, analyzed and used to drive funding decisions to advance strategic goals and desired outcomes, namely *academic excellence* and *student success*. The manner in which YSU's operating budget is organized reflects these priorities, as summarized in the following pie charts:





Facilities Planning

1. Has your institution changed the use of campus space to reduce costs and increase efficient use of capital resources? If so, please describe. Approximately how many buildings have been affected and what is the projected average annual savings of the efforts? **Enrollment trends and methods used to deliver student services and instruction are the main drivers of how space is utilized on campus. However, virtually all YSU's capital resources are dedicated to addressing *deferred maintenance* campuswide; and such projects almost always include building system upgrades that result in greater energy efficiencies that ultimately help reduce, or at least control, the university's utility costs.**

2. What benchmarks or data sources does your institution use to assess demand for physical space?
YSU uses IPEDS datasets to benchmark against other Ohio state universities and other select peer institutions. This benchmarking analysis uses comparisons that include the number of facilities staff FTE, net assignable square footage, gross square footage, and the amount of each university's total E&G budget. An example of this benchmarking analysis is summarized below:

Ohio Public Universities	Total Staff # Fall 2020*	Net Assignable Square Footage**	Staff per 1M NASF
Bowling Green University†	31	4,523,723	6.85
Central State University†	33	964,858	34.20
Cleveland State†	33	4,831,731	6.83
Kent State University	126	5,663,376	22.25
Miami University	111	7,208,565	15.40
NEOMED†	25	471,494	53.02
Ohio State University	887	29,992,938	29.57
Ohio University	156	7,376,448	21.15
Shawnee State University	10	682,943	14.64
University of Cincinnati	201	13,035,025	15.42
University of Akron	88	7,789,798	11.30
University of Toledo	91	7,099,494	12.82
Wright State University	56	2,350,116	23.83
Youngstown State University	**42**	**3,871,217**	**10.85**
Average	135	6,847,266	19.87
Average without outliers†	77	5,066,830	18.49

Select Peer Universities	Total Staff # Fall 2020*	Gross Square Footage	Staff per GSF
Austin Peay State University (TN)	33	2,371,597	139.15
Central Connecticut State University	34	4,009,957	84.79
Central Washington University	64	3,207,902	199.51
Eastern Kentucky University	91	2,895,013	314.33
Eastern Washington University	72	2,701,010	266.57
Purdue University Fort Wayne	27	3,000,000	90.00
Saint Cloud State University (MN)	32	3,216,000	99.50
Southeastern Louisiana University	87	2,981,408	291.81
University of Central Missouri	36	3,735,755	96.37
Youngstown State University	**42**	**4,311,235**	**97.42**
Average	52	3,242,988	167.94
Average without outliers†			171.68

Select Peer Universities	Total Staff # Fall 2020*	E&G Budget**	Staff per $10M of budget
Austin Peay State University (TN)	33	$150,235,000	2.20
Central Connecticut State University	34	$233,317,904	1.46
Central Washington University	64	$215,156,000	2.97
Eastern Kentucky University	91	$276,087,000	3.30
Eastern Washington University	72	$181,928,000	3.96
Purdue University Fort Wayne	27	$154,000,000	1.75
Saint Cloud State University (MN)	32	$166,661,000	1.92
Southeastern Louisiana University†	87	$123,316,000	7.06
University of Central Missouri	36	$153,600,000	2.34
University of Central Oklahoma	54	$174,549,000	3.09
Youngstown State University	**42**	**$172,612,881**	**2.43**
Average	52	$181,951,162	2.95
Average without outlier†	54	$179,268,541	2.54

†Outliers based on survey sample.

*Source: National Center for Education Statistics - Integrated Postsecondary Education Data System (IPEDS), https://nces.ed.gov/ipeds/use-the-data.

**E&G budget information sourced from individual university websites and reflects unrestricted educational and general revenues; years of data available varies by institution but ranges from FY19 to FY22.

Regional Compacts

ORC Section 3345.59 requires regional compacts of Ohio's public institutions, with an executed agreement in place by June 30, 2018, for institutions to collaborate more fully on shared operations and programs. The section identifies areas to be addressed to improve efficiencies, better utilize resources and enhance services to students and their regions. Per paragraph E of that section:

> (E) Each state institution of higher education shall include in its annual efficiency report to the chancellor the efficiencies produced as a result of each compact to which the institution belongs.

Specific to the Regional Compact in which your institution is a member, please describe collaborations that have occurred within the regional compacts and the efficiencies or enhanced services provided in any of the relevant categories below.

Category	Description
Reducing duplication of academic programming	Discussions continue with the Northeast Ohio Regional Compact. Youngstown State University continues to prioritize academic efficiency and program differentiation through its **Academic Program Enhancement and Effectiveness**

	Initiative (APEEI), implemented under the direction of the Board of Trustees and the Office of Academic Affairs. The initiative focuses on reducing curricular duplication, improving curricular efficiency, and aligning program and course offerings with institutional mission and market demand. Building on the work of APEEI, the Office of Academic Affair's **Academic Master Plan (AMP)** operationalizes market intelligence using third party vendor applications to evaluate program demand, regional duplication, and workforce alignment prior to any new program proposal. All new or modified programs undergo a structured vetting process through Academic Affairs, Institutional Research, and the Provost's Office to ensure offerings complement, rather than duplicate, regional programs. The Office of Academic Affairs revised its **Continuous Quality Improvement (CQI)** model in Fall 2024 to streamline program review. Programs are now classified as either **Continuous Quality Improvement** or **Detailed Analysis**, with sub-categories of **Market+** and **Focus+** to address opportunities for growth or concerns related to low enrollment or duplication. **Sunset** decisions are made for programs determined to no longer align with institutional or market priorities. In Summer 2024, deans, chairs, and program directors conducted internal reviews of low-enrolled and potentially duplicative programs consistent with **Senate Bill 1 (SB1)** and **ORC 3345.35**. These reviews informed updates to departmental dashboards, program categorization, and future planning priorities. This review is now conducted annually as part of the APEEI process.
Implementing strategies to address workforce education needs of the region	The Workforce Education and Innovation (WEI) programs serve Youngstown State University (YSU) students, K–12 learners, local companies, and community members seeking to upskill, reskill, or explore new career pathways. Learners engage through classroom, hybrid, and online courses offered at YSU's various training centers. New programs are continually developed to address the evolving workforce education needs of the region.

	Since the last report, new courses in industrial maintenance, robotics, and measurement/geometric dimensioning and tolerancing (GD&T) have been added to the menu of courses already being offered at the Excellence Training Center. As of fall 2025**,** Class A and Class B CDL training programs are now available through YSU's Truck Driving School, located at the Youngstown-Warren Regional Airport**.** Additionally, the IT Workforce Accelerator has been rebranded as the Advanced Technology Workforce Accelerator (ATWA) to reflect its expanded focus on emerging technologies.
Sharing resources to align educational pathways and to increase access within the region	Discussions continue with the Northeast Ohio Regional Compact.
Reducing operational and administrative costs to provide more learning opportunities and collaboration in the region	1. YSU continues to partner with regional compact member Kent State University to share various administrative services, including internal audit, database administration and IT security. YSU has partnered with five other state universities, including Kent State, to jointly contract with Ellucian as the single vendor for each partner university's enterprise technology platform. Ongoing discussions among NEO Compact institutions Youngstown State, Kent State, the University of Akron and NEOMED are now centered around a possible expansion in shared IT services. 2. By using joint-purchasing contracts, leveraged by the IUC and the Ohio Department of Administrative Services, YSU saved $3.1 million on goods and services during FY 2025. This reflects 83.7% contract utilization, which YSU management views as *outstanding*. 3. Through YSU's membership in the IUC-Insurance Consortium, expenses for property and casualty insurance were 38% *lower* than if YSU had purchased the policies on an individual basis. That represented cost-*savings* of roughly $300,000 in FY 2025.
Enhancing career counseling and experiential learning opportunities for students	During FY 2025, YSU supported career counseling and experiential learning opportunities for students at the college level through the following endeavors: **Sokolov Honors College – Experiential Learning & Engagement**

During the 2024-25 academic year, Sokolov Honors students tracked more than 43,000 hours of community engagement, resulting in an economic impact of $1,495,970+. In addition, students donated more than $15,500.

Top organizations and initiatives that honors students served included:

- Penguin Pen Pals—2,678 hours; $93,167 economic impact
- Transcribing Club — 2,223 hours; $77,326 economic impact
- Right to Read Screening—198 hours; $6,897 economic impact
- Intro to Honors United Way Fundraising Project — 1,975 hours; $68,710 economic impact
- Other United Way initiatives—584 hours; $20,334 economic impact

YSU-BaccMed & NOEMED

YSU-BaccMed applicants are academically strong students who often apply to pre-medical pathway programs nationwide. YSU and NEOMED continued to bolster their partnership through collaborating in recruitment activities.

Honors also offered professional development opportunities to YSU-BaccMed students, including the annual day trip to Ohio Medical Education Day, which connects students with medical school admissions officers and students across the state majoring in pre-medicine. YSU sponsored six students who attended OMED, which was held at Ohio University Heritage College of Medicine in October 2024.

A staff member, Dr. Mollie Hartup, was elected president of the Ohio Health Professions Advisors organization, which provides professional development opportunities for those working with pre-health students across the state. OHPA also plans and hosts the OMED event where the staff member also gave a presentation on new competencies in the admissions decisions.

A team of YSU-BaccMed students developed an idea for an Honors Pre-Health Research Symposium, which they hosted with support from honors. Three students formed the leadership team, planned the event, and also presented. The inaugural event was held in November 2024 and included eight poster presentations and two oral presentations.

First-year Honors Students
Honors students are required to complete at least one seminar approved as community-engaged learning. In Spring 2025, 333 students completed Campus Community Partnerships Seminar. This seminar requires engagement, reflection, reciprocity and public dissemination of information, allowing students to work closely with community partners to address the partner's stated needs.

In Spring 2025, 30 partners participated in the seminar, as follows:

- ACLD School and Learning Center
- Adaptive Sports of OH
- Akron Children's Hospital
- American Red Cross
- Animal Charity
- Archangel Michael Greek Orthodox Church
- Camp Fitch
- Clothed in Strength
- Diva Donations
- Dorothy Day House
- Easter Seals
- Economic Action Group
- Family Recovery Center
- Habitat for Humanity of Mahoning Valley
- Harmony Hospice
- Heart Reach Neighborhood Ministries
- Jubilee Gardens
- Library of Congress/YSU Transcribing Club

- Mill Creek MetroParks
- My Path
- OH WOW! | A Children's Center for Science & Technology
- Rich Center
- St. Patrick's Community Gardens
- Thrive 10-10
- TriYou Cares
- United Way Youngstown and the Mahoning Valley
- Vivo Center
- YNDC Fresh Market
- Youngstown Area Jewish Federation
- Youngstown Warren Regional Chamber of Commerce

Community Engagement Symposium
Experiential learning & engagement was showcased by students presenting at the Community Engagement Symposium (CES) in April 2025. Additionally, the conference featured the following presentations:

- 22 presentations (plus the Campus Community Partnership posters)
- 53 presenters spanning students, faculty, staff, and partners (plus the Campus Community Partnership posters)
- 45 community partners represented as presenters or project collaborators

During the CES awards ceremony, Tanya Pai Dhungat received the Charles J. Ping Service Award and Legacy Award from the Community Campus Coalition for organizing on-campus vision screenings and exams with Sight for All United. This marks the third time in four years a YSU student earned the Ping Award.

The following additional awards were also presented:

- The Alumni Service Award was presented to Pete's Pride volunteers Mark Dolak and Trudy Seymour-Evans for their dedication to events such as Penguin Preview Day and commencement.
- Suresh Sharma, associate professor of civil and environmental engineering, was named Outstanding Faculty Member for supporting student engagement and working with community partners. Sharma has also published research on water resources and community involvement.
- Jake Louis earned the Student Servant Heart Award for his quiet but consistent service with United Way's SaturDay of Caring and Volunteer Income Tax Assistance programs.
- Isabella Williams, a Hubbard High School student and now current YSU honors student, received the Rising Star Student Service Award. She created and presented "Shoot for a Change," a charity basketball game benefiting Potential Development.
- Carrie Anderson, associate director of student involvement, was named PenguinPulse Champion for promoting the community engagement platform among student organizations, including Greek life.

Other notable milestones and partnerships with the community include:

- The Community Partner Advisory Council including representatives from any of the 140 community partners met throughout the year to provide input and feedback on the university goal to achieve the Carnegie Foundation's Elective Classification for Community Engagement. Community partners were involved throughout the process and provided feedback on the university's first application. Upon submission of the application, community partners listed in the application received a request directly to partners for feedback from the Carnegie Foundation application reviewers. All partners completed the request within two weeks of submission of the application.
- The Sokolov Honors College honors students presented United Way of Youngstown and Mahoning Valley with a $10,000 check from fundraising efforts by first-year students and the Honors Trustees student leadership organization.

Honors trustees launched a fundraising campaign in the community where Pete the Penguin or the YSU "Y" were painted on driveways within a 30-mile radius from campus.

- For the first time, the Tressel Institute for Leadership & Teamwork (TILT) partnered with two local high schools, engaging 614 9th-12th grade students in leadership development through experiential learning activities. Honors students and staff from the YSU Sokolov Honors College & the Division of Experiential Learning & Engagement led the activities in cooperation with the teachers in each of the schools. A total of six sessions on leadership, goal setting, and teamwork, impacting 382 students from one high school. Featured Jim Tressel's "Journey of Success" framework. Mental Health Workshop reinforced collaboration and problem-solving. The second high school engaged with nearly 350 students through interactive leadership development. Three sessions focused on communication, teamwork, and resilience.
- Lastly, we launched the 2025 Summer Leadership Institute to provide juniors and senior students from area school districts with opportunities to develop leadership and teamwork skills through hands-on activities and a community engagement project.

Williamson College of Business Administration

Internships

WCBA students completed 219 internships in the 2024-25 academic year, with placements at 141 different employers and an average pay rate of $18.77 per hour.

Ohio Export Internship Program

The award-winning Ohio Export Internship Program, a partnership between the Ohio Department of Development (ODOD) and five Ohio universities including YSU, pairs spring coursework with a paid summer internship in global exporting. YSU's spring coursework includes six workshops with associated badges: Export Documentation,

INCOTERMS 2020, Duty Drawback, International Terms of Payments, Export Compliance-ITAR & EAR, and Mastery in Export-Global Supply Chain, training students in the operational and regulatory mechanics of global trade, earned by 25 students in spring 2025. Coursework also features six speakers who represent industry and various U.S agencies. In 2025, 4 students also achieved the Certified Global Business Professional (CGBP) certification from NASBITE International, an optional certification offered after the course is completed in the spring semester. Since 2015, 26 YSU students have achieved the CGBP designation. During the summer semester, about 14 students per year match with Ohio companies for a 12-week, full-time, paid internship at $19/hour, eligible for 3 credit hours. The students also take a supply chain field trip to a river, lake, or seaport. In 2025, 10 students traveled to Baltimore, MD seaport, the largest U.S seaport by volume for export and import auto and transportation vehicle industries. Since 2015, 27 students who participated in the program received offers and accepted full-time jobs in various fields within the global supply chain.

Ohio Procurement Internship Program

The Ohio Procurement Internship Program (OPIP) began at YSU in 2023 in partnership with the Ohio Department of Development and is designed to help Ohio small businesses increase their presence in the government sales market while providing real world experience and a competitive internship opportunity for our students. Following a semester long course on government procurement practices and procedures, students serve as government procurement specialist interns to Ohio companies, gaining unique firsthand experience. Since 2023, 41 students have engaged 32 different Ohio companies in a full-time, 12 week, $19/hr summer internship. Over 72% of OPIP interns have been offered employment with their host company beyond their internship. Additionally, 96% of all companies engaging in OPIP said the program increased their ability to secure government contracts.

Beeghly Fellows

The John D. Beeghly Fellows program provides WCBA students with a paid fellowship working with clients of the Ohio Small Business Development Center, the Ohio SBDC Export Assistance Network, and the Ohio APEX Accelerator (APEX) at Youngstown State

University. The partnership between these Centers and the WCBA leverages the education, talent, and experience of our students to provide specialized assistance to consultants and clients. The Beeghly Fellows interact with clients and become involved in company business projects that include domestic and global market research, business viability analysis, financial modeling, sales forecasting and cash flow projections, marketing and social media strategies, export compliance, and related exporting / international trade projects and publications, government contracting research, capability statements, and related projects. The Beeghly Fellows' integration into the SBDC program has been recognized by the national ASBDC accreditation board: "the model should be an example to other university-based SBDCs for integrating educational, community and economic development services." For the period of 2021 through 2025, the Beeghly Fellows program provided approximately 40 student internships, supported over 200 clients, and contributed more than 4,000 hours of business consulting. In 2025, there were a total of 12 internships through the Beeghly Fellows program.

Wean Nonprofit Leadership Summer Fellowship Program

The Center for Nonprofit Leadership at YSU was awarded a grant from The Wean Foundation to implement the 2025 Nonprofit Leadership Summer Fellowship Program. This biennial program matches YSU students seeking career-related experience in the nonprofit sector with nonprofit organizations in the Mahoning Valley looking to build organizational capacity. This program paired twelve (12) YSU students with twelve (12) local nonprofit organizations, giving them the opportunity to work full-time for 12 weeks, for a total of 480 hours, or part-time for 300 hours, between May 12th and August 1, 2025. All fellows were paid $18/hour. Our biennial Nonprofit Leadership Summer Fellowship Program has occurred every other summer since 2011, with 80 YSU student participants.

Center for Career Management Programming

WCBA's Center for Career Management hosts regular programming including Meet the Employers Day and the Professional Development Summit, as well as specialized, industry- and employer-specific events and networking opportunities such as spring's Bagels and Bankers event, hosted in partnership with the Risk Management Association

of Northern Ohio. This event connected 60 students with 30 professionals from 7 financial institutions throughout the region, facilitating networking and conversations about careers in banking. The Professional Development Summit is a half-day event for connecting sophomores and rising juniors with career-focused panel discussions, Q&A, and networking with professionals across business areas. Fall's event hosted 120 students and 28 professionals, and the spring event hosted 100 students and 28 professionals. Our Meet the Employers Day internship and career fair for students in business connected 58 employers and 321 students in fall, and 58 employers and 348 students in spring.

Professional Certifications

The ability to earn professional, industry recognized certifications is embedded across our required and elective curriculum and in our co-curricular programming. In 2024-25, our students earned over 500 professional, industry recognized certifications from organizations and platforms including Microsoft, Google, SHRM, Tableau, Hubspot, Hootsuite, LinkedIn Learning, and IISE.

Volunteer Income Tax Assistance (VITA) Program

For over 35 years, WCBA at YSU has participated in the Volunteer Income Tax Assistance (VITA) program, an IRS-sponsored initiative that offers free tax preparation services to low- to moderate-income individuals, people with disabilities, senior citizens, and students. The VITA program provides students with significant hands-on experience in tax preparation and client communication, reinforcing their classroom education with real-world professional practice. In 2024-25, our students and staff prepared a total of 1,174 tax returns for people in our community: 545 federal, 498 state, and 131 local.

United We Care Day & Dare to Care Day

Our annual United We Care (fall) and Dare to Care (spring) Days coordinate our students, faculty, and staff with programmatic volunteer opportunities. In fall's United We Care event, 70 WCBA students, faculty, & staff volunteered at the United Way of Youngstown & Mahoning Valley Volunteer Resource Center. Spring's Dare to Care Event matched nearly 100 WCBA students, faculty, and staff with volunteer opportunities at 10 nonprofit

organizations: Beatitude House, Habitat for Humanity - ReStore, Junior Achievement of Eastern Ohio, Mahoning Valley Historical Society – Archives Storage Facility, Oh Wow!, Potential Development Elementary School, Rescue Mission of the Mahoning Valley, The Rich Center, SMARTS, and the Youngstown Steel Museum. Projects included the set up and clean-up of sites, outdoor clean-up, assembling exhibits, taking inventory, and reading to students. Using the rate of $32.42 established by Independent Sector, the 610 volunteer hours generated by WCBA students, faculty, and staff on these two days have an economic value to our community of nearly $20,000.

Pay It Forward Grant Program

Our students gain practical experience in philanthropy through the "Pay It Forward" grant program initiative. Students in our Nonprofit Community Service course, along with members of the Student Nonprofit Leadership Organization (SNLO), evaluate grant applications for programs and projects that address key needs in the Mahoning Valley, including childhood poverty, food deserts, literacy/education, workforce development, and more. Based on their evaluations, students award $3,000 to a selected organization. In spring 2025, our students awarded $3,000 in funding to the Society of St. Vincent de Paul in Warren, OH. This funding supported their Hearth & Home Rent/Mortgage Assistance Program, which helps individuals and families facing housing instability prevent eviction or foreclosure. Initially funded by an Ohio Campus Compact seed grant in 2010, our Pay It Forward grant program initiative is now sustained through student-led fundraising efforts and external contributions. Our students have distributed more than $60,000 to local nonprofit organizations since the initiative's inception.

Applied Competitions

WCBA students compete in many regional, national, and global competitions annually that challenge them to apply their skillsets in business. In 2024-2025, our students brought home to YSU awards that include: Association for Supply Chain Management's Pittsburgh Supply Chain Case Competition (2nd place, $3,000 prize), 2025 Global Scaling Challenge (4th place, $3,000 prize), our Student Investment Fund, which manages a $3.8 million portfolio of real assets, placed at the Student Managed Investment Fund Consortium (3rd, $700 prize), and one of our students was on the Winning Team at the X-

Culture Global Symposium in Finland (of 33 international teams from 119 universities in 51 countries).

Global Learning Experience

Our faculty-led global learning experiences (GLEs) give our students immersive engagement with global businesses and cultural institutions, complementing their academic coursework with real-world insight into global markets and economic systems. In May 2025, our students explored Japan's distinctive economic landscape, business environment, and cultural traditions. Designed to bridge classroom learning with global experience, the itinerary included visits to prominent organizations such as Hosoo, a Kyoto-based textile innovator; Aristol, a cutting-edge technology firm; the Osaka Chamber of Commerce and Industry; the Nissan Yokohama Plant; Kyoto Public Relations; and the Tokyo Stock Exchange. Previous GLEs have taken students to China, Italy, Turkey, and India, each providing a unique lens through which to understand global business.

Bitonte College of Health and Human Services

Physical Therapy

- 106 students complete a total of 45,240 hours.
- Career Services plans to do resume writing and hold a panel discussion with community PT managers regarding interviewing strategies.

Nursing

- Entry-level Bachelor of Science in Nursing students completed 66,240 clinical hours.
- ADN students completed 630 clinical hours.
- RN to BSN students completed 3,000 clinical hours.
- Master of Science in Nursing students completed 73,200 practicum hours in acute care and family practice-related locations across the life span.
- Nursing students in our ADN program attended the Rescue Mission to serve meals as well as attend our community kitchen.
- BSN students provided Blood Pressure screening to the community during the six-day span of the Canfield fair
- BSN senior nursing students participated in Stop the Bleed and Narcan training.

	• Junior BSN students participate yearly in the Wellness fair on campus for community members to view posters on a variety of health topics. Dietetics • In collaboration with community partners, our dietetic students complete 45 hours each equating to approximately 540 total hours. Dental Hygiene • Dental Hygiene students (45) participated in approximately 378 hours of practical experience per student, totaling 17,010 hours of patient care per year. Public Health • Public Health students completed 350 hours of internship each, totaling 1,400 hours. Health and Human Services • Students engaged in our HHS 6990 class gain 150-1,000 hours of experiences in health and human services organizations, sports performance organizations, long-term care facilities, assisted living facilities, hospital administration, and health promotion education. Athletic Training • Athletic training students (17) completed approximately 11,500 clinical experience hours. Criminal Justice • We changed our Bachelor of Science in Applied Science in Criminal Justice (BSAS in CJ) curriculum to now require every student to do some form of experiential learning opportunity before they graduate. • BSAS in CJ options for experiential learning opportunities include any three or more credits of the following: CRJS 3777 Police Academy, CRJS 3799 Directed Individual Study (where a student does a research project), or CRJS 4807c Internship in Criminal Justice (which can be a community engaged project as well). • We revised our program goals for all three of our Criminal Justice programs to include enhancing experiential learning opportunities and placing greater emphasis on career counseling.

- We revised our program goals for all three of our Criminal Justice programs to include enhancing experiential learning opportunities and placing greater emphasis on career counseling.
- In our two University-designated community-engaged courses, CRJS 4807c and CRJS 6995c, for academic year 2024-25, we had 18 students enrolled earning 99 academic credits (student hours).

Social Work

- Collaborated with Help Network and National Association of Social Workers in planning and implementing a Networking Fair for social work students in December 2024. The event was so successful in getting YSU students involved that the planning committee moved the event to YSU for December 2025. In 2024, we had approximately 75 social work students in attendance. In 2025, we are expecting more than 100 students.
- Pre-Social Work students also do 20 hours a semester of volunteer hours, equaling approximately 1,600 hours a year from 80 students.
- Our department has started mentoring students for career goals. We have met twice to come up with plans of creative ways to mentor students. We are working with Sara Fugett on a cheat sheet for identifying jobs in social work.

College of Science, Technology, Engineering and Mathematics (STEM)

During FY 2025, the College of Science, Technology, Engineering and Mathematics career, internships and co-ops, and outreach programs have impacted experiential learning locally, regionally, statewide, and nationally through the following activities:

- The College of STEM Professional Services (SPS) participates in the Ohio Internship/Co-op Engineering Director's monthly virtual meetings and once a year in person. This group consists of internship and co-op engineering directors from Cleveland State University, the University of Akron, the University of Toledo, Case Western Reserve University, the University of Cincinnati, and Youngstown State University. The group meets once a month to discuss career-related items, events, and other topics.

- The College of STEM Professional Services Careers, Internships, and Co-ops and Outreach areas are members of the Ohio Cooperative Education Association (OCEA). Members of the organization include university representation from various Ohioan higher education institutions, government officials, employers, and guests. This past year two YSU Career advisors presented at the 2025 OCEA Conference. Youngstown State University has officially been selected to host the 2027 OCEA Conference in the Youngstown area. The College of STEM's Executive Director for STEM Professional Services is chairing the conference committee.

- The College of STEM Professional Services Careers, Internships, and Co-op staff members are also members of two national organizations: 1) CEIA (Cooperative Education and Internship Association); and 2) NACE (National Association of Colleges and Employers). Every year we nominate a candidate for the National Award for Intern of the Year. In the past five years, we have had two winners and one honorable mention.

- Through the YSU Choose Ohio First Scholarship Program (COFSP), the SPS Careers, Internships and Co-ops staff present career-readiness programs and workshops to their members.

- The SPS Careers, Internships and Co-ops area collaborates with the First Year Engineering Program Coordinator to conduct career-readiness workshops for the students who are participating in the NSF grant programs.

- The College of STEM Professional Services hosts two STEM Expo's per year: fall and spring semesters. The STEM Expo's bring in over 100 companies per event to network with the College of STEM students. For example, during the fall 2025 expo, 114 companies were registered for the event. There were over 250 representatives and close to 900 STEM alumni and current students.

- Watanakunakorn and Williamson Summer Research programs were established to provide high school students with research experience, develop various skills,

work in a college atmosphere and complete a one credit hour internship course, which includes various work assignments.

The College of STEM Professional Services

Career Readiness is instilled into STEM students as early as their first semester. The SPS Career, Internship & Co-op staff offer resume workshops and career and expo preparation to the YSU 1500 (STEM Academic Advisors are instructors for the STEM 1500 courses) and the Engineering 1500 course. In addition, these students are also required to attend the Expos. Faculty allow the staff to visit their classrooms and talk about the services that are available to students such as documentation preparation, job searching, and interviewing skills.

SPS also offers STEM 1551, which is a career readiness course for freshmen and sophomores (discussion on career exploration and internships/co-ops, et al.), and STEM 3751, which teaches the transition from student to professional (discusses internship/co-op, seeking a professional career, and the basic understanding and preparation for professionalism). To help the students prepare, SPS uses some of the NACE Competencies throughout the student's career path. Whether it is registering for one of the Career Courses or an experiential learning course, students learn about Career and Self Development, Communication, Critical Thinking, Leadership, Professionalism and Teamwork.

Experiential Learning for the College is handled through internships, co-ops, and research experiences. Current STEM students can enroll into various internship/co-op STEM courses (STEM 3790, 3791, 4890, 4891, 5890, 6890, and ENST390, and MATL 8050) for their disciplines. Most of the programs offer students the opportunity to take an internship course for an upper division elective within their major. Environmental Science and Forensic Science are the only two majors that require internships in their programs.

In addition to participating in internships, co-ops, and research, students can gain hands-on experience in their field by the projects and programs that are offered within their coursework. The following STEM courses offer such opportunities:

	• CCET 3740: Construction Management continues to seek community projects for students to apply the knowledge they learn in class to work on actual community projects such as the Poland Woods sanitary sewer replacement project, Stevenson Drive waterline replacement project, and Shepherd of the Valley new office and warehouse facility. • The YSU Data Mine provides students with the opportunity to work with industry partners. The partners provide data and ask the students to examine the data for actionable insights. This year, three teams of students worked with agency liaisons from YSU Student Experience and Athletics, and the Community Foundation of Mahoning Valley. • Many students also obtain hands-on experience in their Capstone courses and senior projects. For example, FirstEnergy has been involved with three Electrical Engineering Capstone projects this past year. • The STEM Organizations are involved with competition projects which allow them to work with corporate sponsors. The sponsors not only provide monetary assistance with funding the students' projects, but they also offer insight into some of the issues that may arise.
Collaboration and pathways with information technology centers, adult basic and literacy education programs and school districts	The Advanced Technology Workforce Accelerator (ATWA) at YSU consists of public-private partnerships between YSU and key industry stakeholders, including CompTIA, Cisco, WIA, and the Fiber Broadband Association, which together will deliver in-demand technology skills and training around software development, cybersecurity, networking, fiber, and telecommunications. For employers, ATWA helps build the pipeline with

	customized training, apprenticeships, and talent development for their current workforce. ATWA emphasizes "pathways to opportunity" through foundational bootcamps, certifications, and advanced courses to support career transitions, up-skilling, and workforce entry.
Other initiatives not included above	YSU's Bitonte College of Health and Human Services continues to expand and deepen its collaborative partnerships with Lakeland Community College, Lorain Community College, and Choffin Career and Technical Center, reinforcing a shared commitment to strengthening the regional healthcare and human services workforce. YSU maintains strong transfer pathways with Lakeland and Lorain, particularly in Allied Health, Public Health, and Social Work. These partnerships focus on creating seamless academic pathways that ensure students can transition efficiently into YSU's bachelor and graduate-level programs. Current work includes refining articulation agreements, improving advising coordination, and aligning curriculum to support workforce-ready competencies across all connected programs. These longstanding relationships help ensure that students from across Northeast Ohio have clear, attainable routes toward advanced careers in health and human services. In addition to fostering established community college collaborations, YSU is expanding partnerships with Choffin to support programmatic growth in high-demand technical health fields. Working closely with Choffin and our Fire Science program, we developed a new academic ladder that transitions fire fighters into our Fire Science AAS degree. YSU is in the process of applying for a new Associate of Technical Study (ATS) in Allied Health, which will allow Choffin graduates—especially those students completing Surgical Technology and Dental Assisting certificates—to transition seamlessly into a complete YSU degree program. YSU is leading a collaboration with other northeast Ohio regional public institutions (Cleveland State University, Kent State University, and the University of Akron) to develop partnerships aimed at sustaining and strengthening northeast Ohio's performing arts programs through shared courses and resources. The proposal aligns with ODHE's efficiency and innovation goals, creating a model that protects arts education while

	reducing duplication. The initiative is similar to the NEOhio Master of Fine Arts in Creating Writing collaboration, which is shared by Akron, Cleveland State, and Kent State.

Co-located Campuses

ORC Section 3333.951(B) requires Ohio's co-located colleges and universities to annually review best practices and shared services in order to improve academic and other services and reduce costs for students, and to report their findings to the Efficiency Advisory Committee.

> (B) Each state institution of higher education that is co-located with another state institution of higher education annually shall review best practices and shared services in order to improve academic and other services and reduce costs for students. Each state institution shall report its findings to the efficiency advisory committee established under section 3333.95 of the Revised Code. The committee shall include the information reported under this section in the committee's annual report.

Co-located campus: _____***Not applicable to YSU***_____

Type of Shared Service or Best Practice (IE: Administrative, Academic, etc.)	Please include an explanation of this shared service.	Monetary Impact from Shared Service
	Not Applicable	

Section II: Academic Practices

This section covers areas more directly related to instruction, with an emphasis on savings strategies related to the cost of textbooks, and the expanded use of alternative instructional materials.

Textbook Affordability

Textbook Cost Study and Reducing Textbook Costs for Students

ORC Section 3333.951(D) requires Ohio's public colleges and universities to do the following on an annual basis:

> (D) Each state institution of higher education shall conduct a study to determine the current cost of textbooks for students enrolled in the institution, and shall submit the study to the chancellor of higher education annually by a date prescribed by the chancellor.

ORC Section 3333.951(C) requires Ohio's public colleges and universities to report their efforts toward reducing textbook costs for students.

> (C) Each state institution of higher education annually shall report to the efficiency advisory committee on its efforts to reduce textbook costs to students.

Your institution's submission of information via the annual Efficiency Report is used to satisfy these statutory requirements. **Please attach one spreadsheet with two tabs.** The first tab should include the analysis of textbook costs developed by your institution as shown in Table 1 below. The second tab should include the analysis of the number of courses that utilized other sources of information as shown in Table 2 below.

Table 1	
Category	Amount
Average cost for textbooks that are new	$69.21
Average cost for textbooks that are used	$66.84
Average cost for rental textbooks	$62.36

Average cost for eBook	$68.80

Table 2	
Category	Number of Courses
Did not require students to purchase course materials; includes OER and/or institutionally provided materials	1,686
Exclusively used OER materials	0
Used OER materials together with purchased course materials	0
Provided course materials through inclusive access	234

Other Textbook Affordability Practices

What other practices, if any, does your institution utilize to improve college textbook affordability?

Initiative	Explanation of Initiative	Cost Savings to Students
First-Day Ready	An inclusive access and general affordability initiative that provides digital materials to students at a reduced price.	$2,778,113
Textbook Rental program	Students have the option of renting books in lieu of purchasing books.	$57,872.36 (estimate based on average price of books rented vs. sold)
Textbook Buyback program	Students have the option of selling back purchased books to Bookstore.	$3,256.50
Textbook price-match guarantee	The YSU Barnes & Noble will match the lowest price (advertised by other vendors) for books and instructional materials sold.	N/A

Please provide contact information for the person completing this section of the Efficiency Report, so that we may follow up if we have questions.

Ms. Heather White
Manager
Youngstown State University Bookstore
300 Fifth Avenue
Youngstown, OH 44502

Email: HWhite@bncollege.com
Phone: 330.765.6097

Section III: Additional Practices

Some IHE's may implement practices that make college more affordable and efficient, but which have not been the topic of a specific question in this reporting template. This section invites your institution to share any positive practices you have implemented that benefit student affordability and/or institutional efficiency.

1. Please share any additional best practices your institution is implementing or has implemented.

Thank you for completing the FY25 Efficiency Reporting Template. We appreciate the important role Ohio's colleges and universities play in supporting Ohio students, economic growth, world-class research and the overall success for our state.

Youngstown State University Textbook Cost Study Analysis

	2024			2025			% Change		Average cost per type 2024	2025	Var
Sales (in-store & online)	$	Units		$	Units		$	Units			
New Textbooks	$405,463	6,052		$381,072	5,506		-6%	-9%	$ 67.00	$69.21	$2.21
Used Textbooks	153,307	2,553		154,056	2,305		0%	-10%	$ 60.05	$66.84	$6.79
Publisher Rentals	42,446	622		47,408	578		12%	-7%	$ 68.24	$82.02	$13.78
New Textbook Rentals	64,523	1,124		69,702	1,071		8%	-5%	$ 57.40	$65.08	$7.68
Used Textbook Rentals	104,378	2,507		89,577	2,240		-14%	-11%	$ 41.63	$39.99	-$1.64
Printed Access Cards	61,823	985		61,860	780		0%	-21%	$ 62.76	$79.31	$16.54
Digital Courseware	1,250,303	30,698		1,602,879	25,188		28%	-18%	$ 40.73	$63.64	$22.91
eTextbooks	323,062	4,684		347,385	5,049		8%	8%	$ 68.97	$68.80	-$0.17
Total Textbooks	$2,405,305	49,225		$2,753,939	42,717		14%	-13%	$ 48.86	$64.47	$15.61
$ Students Saved	**$1,194,693**			**$1,423,466**							
% Students Saved	**34.58%**			**35.36%**							

PLEASE ONLY INCLUDE OER COURSES ON THIS LIST. PLEASE CHECK SHEET2 FOR A DEFINITION OF AN OER COURSE.

TERM (Fall 2024 or Spring 2025)	COURSE ID	CCP (YES OR NO)	NUMBER OF STUDENTS ENROLLED	AVERAGE RETURN ON INVESTMENT (DO NOT EDIT FORMULA)
FALL 2024	TCED 6912	NO	10	$1,160
FALL 2024	GEOG 2626	NO	76	$8,816
FALL 2024	CMST 4899	NO	20	$2,320
FALL 2024	CMST 6944	NO	3	$348
FALL 2024	CMST 3740	NO	22	$2,552
FALL 2024	CMST 3757	NO	21	$2,436
FALL 2024	CMST 6953	NO	15	$1,740
FALL 2024	CMST 2655	NO	25	$2,900
FALL 2024	POL 1560	NO	89	$10,324
FALL 2024	SCWK 7002	NO	41	$4,756
				$0
SPRING 2025	TCED 6911	NO	24	$2,784
SPRING 2025	TCED 6912	NO	18	$2,088
SPRING 2025	GEOG 2626	NO	41	$4,756
SPRING 2025	POL 1560	NO	28	$3,248
SPRING 2025	CMST 6995	NO	1	$116
SPRING 2025	CMST 2620	NO	9	$1,044
SPRING 2025	SCWK 7001	NO	53	$6,148

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
INTERFUND TRANSFERS

WHEREAS, University Policy Number 3356-3-11.1, Budget Transfers, requires Board of Trustees approval for inter-fund transfers of $100,000 or more for operating purposes or for any purpose other than a specific capital improvement project, for capital improvements or construction projects of $500,000 or more, and for transfers out of operating reserves regardless of amount; and

WHEREAS, certain accounting and budget adjustments and transfers outside the operating budget are necessary during the course of a fiscal year and at the end of a fiscal year.

NOW, THERFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfer of funds, attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-65

YOUNGSTOWN STATE UNIVERSITY
Interfund Transfers Requiring Board Approval
Transfers Outside of the Operating Budget
Requested Transfers for Second Quarter FY2026

FROM	TO	AMOUNT	REASON
Various Plant Funds (Unrestricted Plant Funds)	Stambaugh Stadium HVAC Replacement (Unrestricted Plant Fund)	$500,000	To fund Stambaugh Stadium HVAC replacement project.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
DRUG-FREE ENVIRONMENT POLICY, 3356-7-20

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-66

3356-7-20 Drug-free environment.

Responsible Division/Office:	Human Resources, Student Affairs, Athletics
Responsible Officer:	VP for Human Resources, Interim VP and Dean of Students/Ombudsperson, VP and Athletic Director
Revision History:	September 1998; December 2010; September 2015; December 2016; March 2022; December 2025
Board Committee:	University Affairs
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Youngstown state university (university) is committed to creating a safe and healthy environment for its employees, students, and visitors. The university prohibits the unlawful manufacture, distribution, dispensation, possession, sale or use of illegal drugs, controlled substances, intoxicants, and alcohol by any student, employee, organization (including student organizations), volunteer or visitor on university premises, at any location where university business is being conducted, as part of any university activity, in a university vehicle, or in the workplace. Employees are prohibited from working and from operating any university vehicle or equipment while under the influence of alcohol or non-prescribed controlled substances. Employees using prescribed or over-the-counter medication are prohibited from operating university vehicles or equipment at any time when their ability to do so might be impaired by the medication. No passenger in a university vehicle may consume alcoholic beverages or use non-prescribed controlled substances while in the vehicle.

(B) Purpose. This policy is designed to create and maintain an environment which sustains the general health and well-being of students, employees, and visitors and to comply with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. The authorized use of alcohol on university premises is governed by rule 3356-5-10 of the Administrative Code, "Alcoholic beverages on campus."

(C) Scope. This policy applies to all students, interns, faculty, employees (including student employees), volunteers, university visitors, third parties, (unless otherwise noted) and any individual or organization using university premises or engaged in a university activity or program whether on or off campus. National collegiate athletic association (NCAA) student athletes

shall follow the policies and guidelines set forth by the NCAA, the affiliated conference, and the university department of athletics in addition to this policy.

(1) As a recipient of federal funding, such as student financial aid and federal grants and contracts for research, the university is required to follow federal law, including the Controlled Substances Act (CSA) (21 U.S.C. 13). The CSA prohibits the manufacture, dispensation, possession, use, or distribution of marijuana in any form on any university-owned property, in the conduct of university business, or as part of any university activity.

On September 8, 2016, Ohio law allowed certain activities related to the possession and use of medical marijuana. However, using and possessing marijuana, including medically prescribed marijuana, continues to be prohibited by and a violation of the CSA and university policy. This prohibition applies even when the possession and use would be legal under the laws of Ohio. As a result, those with medical marijuana prescriptions/cards are not permitted to use medical marijuana on campus, in the conduct of university business, or as part of any university activity. Sanctions for students and employees who are found to be in possession of or using marijuana include suspension, expulsion and/or termination of employment.

(2) This prohibition does not extend to research related to marijuana that is approved by any of the following:

(a) The agency for health care research and quality;

(b) The national institutes of health;

(c) The national academy of sciences;

(d) The centers for medicare and medicaid services;

(e) The United States department of defense;

(f) The centers for disease control and prevention;

(g) The United States department of veterans affairs;

(h) The drug enforcement administration;

(i) The food and drug administration; and

(j) Any board recognized by the national institutes of health for the purpose of evaluating the medical value of healthcare services.

(3) Students who are legally authorized Ohio medical marijuana users and are living in university-owned or managed housing, may submit a letter with supporting documentation to the dean of students office or by email at dos@ysu.edu asking to be released from their university housing and dining obligations.

(4) Students who are legally authorized Ohio medical marijuana users and are living in university-owned or managed housing, may not possess or use marijuana in these facilities. Any questions regarding medical marijuana and on-campus living may be directed to the dean of students office or email at dos@ysu.edu.

(D) Definitions.

(1) "University premise." Any building or land (including parking lots) owned, leased or used by the university including any site at which an employee is to perform work for the university.

(2) "University vehicle or equipment." Any vehicle or equipment owned, leased, or operated by the university.

(3) "Controlled substances." Include and are not limited to narcotics, depressants, stimulants, hallucinogens, cannabis, and any chemical compound added to federal or state regulations and denoted as a controlled substance.

(4) "Illegal drugs." A substance whose use or possession is controlled by federal or state law but is not being used or possessed under the supervision of a licensed health care professional.

(5) "Intoxicant." Any substance which can induce a condition of diminished mental and/or physical ability, excitement, irrational behavior or other physiological effects.

(6) "Random testing." Drug or alcohol testing that is conducted on employees chosen by random selection.

(7) "Reasonable suspicion testing." Testing based on specific, objective observations concerning the appearance, behavior, speech, or body odors of an employee including but not limited to slurred speech; dilated or pinpoint pupils; drowsiness or sleepiness; unusual or rapid changes in mood; unexplained work errors; impaired manual dexterity, coordination, or ability to reason; or upon verification of a drug or alcohol-related conviction; and self-disclosure of selling or taking drugs or alcohol.

(8) "Refusal to consent." Obstructing the collection or testing process; submitting an altered, adulterated, or substitute sample; failing to appear for a scheduled test; refusing to complete the requested testing forms; failing to promptly provide specimen(s) for testing when directed to do so and without a valid medical basis for the failure.

(E) Guidelines.

(1) All faculty, staff, volunteers, and student employees are required to report known or suspected violations of this policy to their supervisor, manager, or an appropriate administrator.

(2) This policy is subject to all applicable collective bargaining agreements and state law; however, no employee or bargaining unit may be exempted from application of this policy.

(3) Information and records relating to positive test results, drug and alcohol dependencies, and legitimate medical explanations provided by an employee or volunteer shall be kept confidential to the extent required by law and maintained in files separate from personnel files. Such records and information may only be disclosed among managers and supervisors on a need-to-know basis and may also be disclosed where relevant to a grievance, charge, claim or other legal proceeding.

(4) Voluntary submission for treatment of substance abuse problems will not subject employees or volunteers to disciplinary action or sanctions; however, submission for treatment shall not serve as a substitute for disciplinary action or sanction under this or any other university policy.

(5) Any employee, volunteer, or visitor who observes an individual unlawfully manufacturing, distributing, dispensing, using or possessing alcohol or possessing controlled substances on university premises shall be reported immediately to the university police. Off-site university programs or activities should contact campus police, security and/or local law enforcement.

(F) Procedures.

(1) Consistent with this policy, the office of human resources shall:

(a) Develop procedures for the implementation and monitoring of drug and alcohol testing program which may include contracting with outside entities to provide testing services;

(b) Inform all employees of the drug-free environment policy upon employment and ensure that the policy is accessible to all employees on the human resources website;

(c) Provide access to training for supervisors and managers;

(d) Provide information on resources available through the university's employee assistance program ("EAP"); and

(e) Create a drug-free awareness program.

(2) Consistent with this policy, the office of student experience shall:

(a) Annually inform students of the university's drug-free environment policy;

(b) Provide alcohol and drug abuse awareness programing for students.

(3) Drug/alcohol testing.

(a) Pre-employment testing. Applicants for specific safety-related and other designated positions at the university will be drug/alcohol tested after receiving a final offer of employment and prior to beginning work. Applicants will be notified at the time of application that testing for drugs is a requirement of the employment process. Offers of employment are contingent on successfully passing a drug/alcohol test.

(b) Random testing. Performed for safety-related and other designated positions as required by law and pursuant to individual agreements. Employees in this group are subject to random testing as a condition of continued employment.

(c) Ordered testing. With the approval of the office of human resources, departments or units within the university can establish testing standards that are more rigorous than outlined in this policy (such testing is typically required by federal regulations, licensure boards, and other legal or regulatory entities).

(d) Reasonable suspicion testing.

(i) Reasonable suspicion testing may be ordered by a supervisor, chair, or other university administration only in consultation with the office of human resources employee and labor relations officer.

(ii) If the supervisor or manager is unclear that testing is merited, they should consult with the office of human resources employee and labor relations officer.

(iii) Where reasonable suspicion exists, the employee or volunteer shall be immediately relieved of duty pending the outcome of the testing. After an employee is sent for testing, the employee should be placed on administrative leave until further actions are taken.

(iv) Failure of a manager or supervisor to receive training on this policy shall not invalidate otherwise proper reasonable suspicion testing.

(v) Individuals testing positive should be referred to the university employee assistance program (EAP) for evaluation. The evaluation will determine and recommend if substance abuse treatment or education is appropriate and/or necessary. Employee and labor relations will review the recommendation and may determine that treatment is a requirement for any current employee who has an alcohol or drug problem that affects job performance.

(e) Post-rehabilitation testing. When an employee has had a confirmed positive test result or has been sent to a drug dependency program at the request of the university and will remain as a university employee, then as a condition of continued employment, the employee will be required to take and pass a follow-up drug test or tests during a period of up to two years after the employee's return to work.

(G) Self-disclosure of conviction by employee.

(1) Consistent with this policy and as required by the Drug Free Workplace Act of 1988, all employees, faculty, staff and volunteers are required to notify their immediate supervisor within five calendar days after any alcohol or drug-related conviction or finding of guilt, including the operation of any vehicle while impaired, and including a plea of nolo contendere occurring in the workplace. When a supervisor is so notified by an employee, the supervisor shall immediately notify the chief human resources officer.

(2) Within thirty days of such notice, the university will take appropriate personnel action against the employee, which may include corrective action, random testing requirements, notification of an appropriate licensing authority, and required participation in a drug abuse assistance or rehabilitation program.

(3) If the self-disclosure is from an employee engaged in the performance of work under a federal grant or contract the supervisor shall notify the director of research services. The director of research services

shall notify the federal agency sponsoring the grant or contract within ten days after notification of the employee's conviction.

(H) Sanctions for violation or noncompliance.

(1) A refusal to consent to testing shall be considered as a violation of this policy.

(2) Corrective action may include discipline up to and including termination, required participation in an evaluation by EAP and/or follow-through with an education/treatment program. If an employee refuses to participate or does not satisfactorily complete a required education/treatment program, the employee may be subject to corrective action up to and including termination.

(3) Students violating this policy will be subject to disciplinary action in accordance with rule 3356-8-01.1 of the Administrative Code, "The Student Code of Conduct." Sanctions may include loss of good standing, probation, suspension, or expulsion.

(4) Employees violating this policy will be subject to disciplinary action in accordance with applicable collective bargaining agreements and/or other university policies and procedures. Sanctions may include warning, reprimand, suspension, removal or termination, or referral for prosecution. Employees violating this policy may also be required to participate in a drug or alcohol abuse assistance or rehabilitation program.

(5) Employees, students, volunteers, and visitors who violate this policy may be prohibited from accessing university premises, services, programs or events under rule 3356-7-45 of the Ohio Administrative Code, "Persona non grata."

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
OUTSIDE CONSULTING SERVICES/EMPLOYMENT BY FULL-TIME UNIVERSITY EMPLOYEES POLICY, 3356-7-34

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-67

3356-7-34 Outside consulting services/employment by full-time university employees.

Responsible Division/Office:	Legal Affairs and Human Resources
Responsible Officer:	VP for Legal Affairs and VP for Human Resources
Revision History:	April 1999; December 2013; September 2019; December 2019; September 2022; December 2025
Board Committee:	University Affairs
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Youngstown state university (university) employees are responsible for meeting the expectations and responsibilities of their positions with the university. At the same time, the university recognizes that employees, the university, and the community can benefit from employee involvement in and support of outside organizations and industry.

(B) Purpose. To establish guidelines which allow employees to engage in outside consulting/employment activities while continuing to fulfill their work responsibilities and commitment to the university.

(C) Scope. This policy applies to all full-time university employees, i.e., professional/administrative staff, deans and chairpersons, classified staff, and all faculty with administrative/supervisory duties. This policy does not apply to faculty covered by rule 3356-7-18 of the Administrative Code, "Outside consulting/employment services – full-time faculty."

(D) Definition. In general, "outside consulting services or employment" is defined as professional activity related to a person's field or discipline, where a fee-for-service or equivalent relationship with a third party exists.

(E) Parameters.

(1) Conflict of interest (Ohio ethics laws and related statutes):

All employees subject to this policy are covered by Ohio ethics laws in Chapters 102. (ethics) and 2921. (offenses against justice and public administration) of the Revised Code.

A conflict of interest typically exists when financial, professional, or other personal considerations directly or indirectly affect or benefit, or have the appearance of affecting or benefiting, an employee or the employee's family or business associates. (See rule 3356-7-01 of the Administrative Code, "Conflicts of interest.")

(2) Conflict of commitment:

Acceptance of an appointment at the university requires that the employee make a commitment to the university.

Outside consulting services/employment should not conflict with the overriding commitment made to the university. A conflict of commitment typically exists when an employee engages in outside consulting services/employment, either paid or unpaid, that interferes with, or appears to have a potential to interfere with, the performance of university job duties and responsibilities. Employees are expected to avoid any situation which compromises, or appears to compromise, their loyalty to the university and commitment to their university responsibilities. Ful-time appointments should be regarded as full-time employment responsibilities to the university. All outside consulting services/employment, whether for compensation or otherwise, must not be performed at the expense of the individual's primary responsibilities to the university.

(3) Employees providing consulting services should also refer to rules 3356-7-01, 3356-6-05, and 3356-4-19 of the Administrative Code, "Conflicts of interest," "Licensing of university names and marks," and "Use of university equipment."

(4) Failure to adequately perform university responsibilities due to involvement in outside consulting/employment is considered neglect of duty and may result in corrective action up to and including termination, regardless of whether the activity has been reported or approved.

(5) Any outside consulting services/employment should be performed outside of an employee's regular work schedule. When this is not possible, the employee must use accrued vacation or personal leave, provided such leave is approved in advance.

(6) University facilities, supplies, equipment, and resources, including letterhead, the university name and logo (collectively referred to as "resources") may not be utilized when providing consulting services/employment without the prior written approval of the vice president for finance and business operations and the provost or appropriate vice president and appropriate compensation for the use. Approval for the use of university resources does not negate the university's rights to and interest in discoveries, inventions, or patents pursuant to Ohio law.

(7) An employee may not use their affiliation with the university in a manner that suggests university approval of or involvement with the service/employment or any product, activity, purpose or findings of the service or work.

(F) Procedures.

(1) All full-time employees engaged in outside consulting/employment shall annually complete the outside consulting/employment disclosure form (form) through the designated electronic process, regardless of whether or not they engage in outside consulting/employment.

(2) Employees shall submit the completed form through the designated electronic process for approval/disapproval by their chain of

command at least thirty days prior to the commencement of the consulting/employment services.

(3) Prior approval may be rescinded at any time if the outside consulting/employment interferes with an employee's university duties or presents a conflict of interest and/or conflict of interest regarding these duties.

(4) Through the designated electronic process, the employee will be notified whether the form is approved or disapproved. The office of human resources will maintain the forms and information in accordance with university retention schedules.

(5) All employees are under a continuing duty to update the form when circumstances change.

(G) Policy violations. Failure to adhere to this policy, including but not limited to failure to properly report outside consulting services/ employment, may result in corrective action/discipline up to and including termination.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
EXTERNALLY FUNDED UNIVERSITY POSITIONS POLICY, 3356-7-43

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-68

3356-7-43 Externally funded university positions.

Responsible Division/Office:	Human Resources
Responsible Officer:	VP for Human Resources
Resources Revision History:	March 1999; September 2001; October 2010; April 2013; June 2013; March 2021; July 2023; December 2025
Board Committee:	University Affairs
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. The university employs individuals with experience, degrees, and appropriate credentials in positions which are externally funded through research grants, endowments, and other non-university sources (collectively referred to as externally funded positions). These positions are identified as full or part-time positions and are typically temporary in nature. The duration of these positions is dependent on the duration of the corresponding external funding source[s].

(B) Scope. This policy applies to all full or part-time professional/ administrative and classified positions that are fully or partially funded from external sources.

(C) Parameters.

(1) Externally funded positions are excluded from collective bargaining. Positions that are funded through a combination of both internal and external resources are considered to be externally funded by employment category and are excluded from collective bargaining.

(2) As determined by full-time equivalent hours (FTE) and unless otherwise noted in this policy, externally funded employees are eligible for the same benefits as other similar excluded professional/administrative or excluded classified positions, including, vacation leave, sick leave, and distinguished service awards.

(3) Contingent on the funding source, externally funded full-time employees who are awarded a distinguished service award will receive the award amount only as a stipend for the full award amount.

(4) For the purposes of annual performance evaluation and disciplinary action, if necessary, these employees are subject to the processes in place for other similar excluded positions.

(5) Employees at the Rich center for autism that work according to the Rich center academic calendar are not eligible to accrue vacation leave.

(6) Each full-time employee at the Rich center that works according to the Rich center academic calendar may convert four sick leave days per fiscal year to personal days. Each part-time employee at the Rich center for autism that works according to the Rich center academic calendar may convert two sick leave days per fiscal year to personal days.

(7) Unless otherwise noted in this policy, all externally funded positions and employees are subject to all university policies, procedures and regulations.

(D) Procedures.

(1) Recruitment to fill externally funded positions must be authorized by the appropriate divisional executive officer and adhere to the office of human resources employment processes. Recruitment activities must conform to the affirmative action procedures (see rule 3356-2-02 of the Administrative Code).

(2) Position announcements/postings for an externally funded position must identify the position as externally funded or contingent on the availability of a funding source.

(3) Individuals hired for externally funded positions are informed at the time of hire that their employment is dependent upon external funding and if such funding ceases, employment is terminated.

(4) Externally funded professional/administrative employees who earn and accrue vacation leave should use it during the contract period in which it is earned. Authorization to carry forward unused vacation leave into the next fiscal year requires approvals from the immediate supervisor and the chief human resources officer or designee by May first of each year.

(5) Unused vacation or sick leave shall not be converted to a cash payment.

(6) The chief human resources officer will prepare and submit a summary of personnel actions (i.e., appointments, promotions, reclassifications, transfers, demotions, salary adjustments, and separations) to the university affairs committee for recommendation for approval and/or acknowledgment by the board of trustees. The professional/administrative personnel actions shall be contingent upon approval by the board; however, professional/administrative staff (except those covered under rules 3356-9-01 and 3356-9-02 of the Administrative Code) may begin employment prior to approval by the board.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RATIFY
PERSONNEL ACTIONS

WHEREAS, the *Policies of the Board of Trustees* authorize the President to manage the University, including appointing such employees as are necessary to effectively carry out the operation of the University and any other necessary personnel actions; and

WHEREAS, new appointments and other personnel actions have been made subsequent to the September 17, 2025, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2025-2026 Budget and with University policies 3356-2-02, Equal Opportunity and Affirmative Action Recruitment and Employment; 3356-9-05, Faculty Rank and Tenure for Designated Administrators; 3356-9-02, Selection, Appointment, and Annual Evaluation of Administrative Officers; 3356-7-42, Selection, Appointment, and Evaluation of Professional/Administrative Staff; 3356-7-43, Externally Funded University Positions; 3356-7-36, Hiring and Selection Process, Evaluation and Compensation for Intercollegiate Athletic Coaches; and 3356-7-46, Supplemental Pay Assignments for Full and Part-time Faculty and Professional/Administrative Staff and Secondary Appointments for Full-time Faculty;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby ratify and confirm the personnel actions, attached hereto.

SUMMARY OF PERSONNEL ACTIONS

Faculty & Department Chairs

7/16/2025 through 10/15/2025

Separations – 8

- Faculty Tenured – 2
- Faculty Tenure Track – 2
- Faculty Term – 4

Appointments – 22

Replacement Positions – 15

- Faculty Tenure Track – 13
- Faculty Term – 2

New Positions – 7

- Faculty Tenure Track – 3
- Faculty Term – 4

Position Adjustments – 3

Replacement Positions – 2

- Faculty Term – 2
    - Position Search Waivers – 1

New Positions – 1

- Faculty Term – 1
    - Position Search Waivers – 1

Promotions – 12

- Department Chairs – 1
- Faculty Tenured – 10
- Faculty Term – 1

YOUNGSTOWN STATE UNIVERSITY
FACULTY DEPARTMENT CHAIRS
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SEPARATIONS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT/PROGRAM	DATE OF SEPARATION	FTE	SALARY	SEPARATION TYPE
Term Appointments							
Nappi, Luke	Faculty	Lecturer	Mathematics & Statistics	8/15/2025	1.00	$ 48,960.00	Resigned
Sindelar, Mark	Faculty	Lecturer	Mechanical Engineering	8/15/2025	1.00	$ 63,240.00	Resigned
Spieler, Billie	Faculty	Lecturer	Geology & Environmental Studies	8/15/2025	1.00	$ 55,080.00	Temp Appt. Ended
Van Dyke, Charles	Faculty	Lecturer	Criminal Justice	8/15/2025	1.00	$ 45,331.86	Resigned
Tenure Track Appointments							
Campbell, Matthew	Faculty	Assistant Professor & Program Director	Master of Athletic Training	7/31/2025	1.00	$ 77,664.50	Resigned
Mela, Christopher	Faculty	Assistant Professor	Electrical Engineering	8/15/2025	1.00	$ 78,030.00	Resigned
Tenured Appointments							
Alschuler, Mari	Faculty	Professor	Social Work	9/20/2025	1.00	$ 83,651.78	Death
Jiang, Qi	Faculty	Professor	Sociology & Anthropology	8/15/2025	1.00	$ 97,242.31	Retired

YOUNGSTOWN STATE UNIVERSITY
FACULTY DEPARTMENT CHAIRS
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
APPOINTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT/PROGRAM	APPOINTMENT DATE	FTE	SALARY
Term Appointments						
Borruso, Courtney*	Faculty	Principal Lecturer	Management	8/18/2025	1.00	$ 80,000.00
Campbell, Louise*	Faculty	Lecturer	Marketing	8/18/2025	1.00	$ 45,000.00
Jencius, Will	Faculty	Lecturer	Chemistry	8/18/2025	1.00	$ 52,000.00
Kyle, Latricia	Faculty	Lecturer	Criminal Justice	8/18/2025	1.00	$ 50,000.00
Shannon, Samuel*	Faculty	Lecturer	Mathematics & Statistics	8/18/2025	1.00	$ 50,000.00
Zinno, Amy*	Faculty	Lecturer	Health Professions	8/18/2025	1.00	$ 50,000.00
Tenure Track Appointments						
Alaeddini, Reza	Faculty	Assistant Professor	Biology	8/18/2025	1.00	$ 62,000.00
Atashbari, Vahid	Faculty	Assistant Professor	Civil Environmental & Chemical Engineering	8/18/2025	1.00	$ 80,000.00
Bakhtar Chavari, Sina	Faculty	Assistant Professor	Electrical Engineering	8/18/2025	1.00	$ 80,000.00
Elmquist, Dana	Faculty	Assistant Professor	Counseling, School Psych & Ed Leadership	8/18/2025	1.00	$ 75,000.00
Gadola, Guy	Faculty	Assistant Professor	Electrical Engineering	8/18/2025	1.00	$ 80,000.00
Jiang, Hailong	Faculty	Assistant Professor	Computer Science & Info Systems	8/18/2025	1.00	$ 86,000.00
Koren, Alan	Faculty	Assistant Professor	Master of Athletic Training	8/18/2025	1.00	$ 63,000.00
Kramer, Marie*	Faculty	Assistant Professor	Mathematics & Statistics	8/18/2025	1.00	$ 65,000.00
Moaven, Shiva	Faculty	Assistant Professor	Chemistry	8/18/2025	1.00	$ 64,000.00
Neuman, Erica	Faculty	Assistant Professor	Lariccia School of Accounting & Finance	8/18/2025	1.00	$ 125,000.00
Rana Magar, Santosh*	Faculty	Assistant Professor	Biology	8/18/2025	1.00	$ 63,000.00
Roberts, Ryan	Faculty	Assistant Professor	Criminal Justice	8/18/2025	1.00	$ 62,000.00
Wei, Siqing	Faculty	Assistant Professor	Electrical Engineering	8/18/2025	1.00	$ 80,000.00
While, Zachary*	Faculty	Assistant Professor	Computer Science & Info Systems	8/18/2025	1.00	$ 86,000.00
Ye, Yuqiu	Faculty	Assistant Professor	Civil Environmental & Chemical Engineering	8/18/2025	1.00	$ 80,000.00
Zapata Ceballos, Sergio	Faculty	Assistant Professor	Mathematics & Statistics	8/18/2025	1.00	$ 65,000.00

**New Positions*

YOUNGSTOWN STATE UNIVERSITY
FACULTY DEPARTMENT CHAIRS
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
POSITION ADJUSTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	NEW DEPARTMENT/ OLD DEPARTMENT	APPOINTMENT DATE	FTE	NEW SALARY	OLD SALARY
Term Appointments							
Alelaiw, Ali	Faculty	Lecturer/ Temporary Lecturer	Mechanical Engineering	8/18/2025	1.00	$ 61,500.00	$ 60,000.00
Spieler, Billie*¤	Faculty	Lecturer/ Temporary Lecturer	Geology & Environmental Studies	8/18/2025	1.00	$ 56,457.00	$ 55,080.00
Thomas, Wendy¤	Faculty	Senior Lecturer/ Assistant Professor	Centofanti School of Nursing	8/18/2025	1.00	$ 62,644.33	$ 61,116.42

** New Positions*

¤ *Search Waivers*

YOUNGSTOWN STATE UNIVERSITY
FACULTY DEPARTMENT CHAIRS
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
PROMOTIONS

EMPLOYEE NAME	EMPLOYEE TYPE	NEW POSITION TITLE/ OLD POSITION TITLE	DEPARTMENT	APPOINTMENT DATE	FTE	NEW SALARY	OLD SALARY
Term Appointments							
Mueez, Farhana	Faculty	Senior Lecturer/Lecturer	Health Professions	8/16/2025	1.00	$ 60,093.64	$ 56,286.48
Tenured Appointments							
Davis, Dana	Chairperson	Chair & Professor/ Chair & Associate Professor	Social Work	8/16/2025	1.00	$ 99,665.86	$ 92,397.96
Awad Scrocco, Diana	Faculty	Professor/Associate Professor	English	8/16/2025	1.00	$ 81,983.86	$ 74,715.96
Ickert, Edmund	Faculty	Associate Professor/ Assistant Professor	Physical Therapy	8/16/2025	1.00	$ 86,199.85	$ 80,292.54
Park, Byung-Wook	Faculty	Associate Professor/ Assistant Professor	Civil Environmental & Chemical Engineering	8/16/2025	1.00	$ 79,668.39	$ 73,920.38
Ratican, Crystal	Faculty	Professor/Associate Professor	Teacher Education	8/16/2025	1.00	$ 81,983.86	$ 74,715.96
Rogers, Richard	Faculty	Professor/Associate Professor	Criminal Justice	8/16/2025	1.00	$ 81,983.86	$ 74,715.96
Ross, Omar	Faculty	Associate Professor/ Assistant Professor	Physical Therapy	8/16/2025	1.00	$ 85,780.58	$ 79,883.49
Serra, Michael	Faculty	Professor/Associate Professor	Chemistry	8/16/2025	1.00	$ 96,705.93	$ 89,078.96
Sisco, Dolores	Faculty	Associate Professor/ Assistant Professor	English	8/16/2025	1.00	$ 71,562.63	$ 66,012.32
Song, Doori	Faculty	Professor/Associate Professor	Marketing	8/16/2025	1.00	$ 134,821.54	$ 126,264.92
Yu, Feng	Faculty	Professor/Associate Professor	Computer Science & Info Systems	8/16/2025	1.00	$ 99,413.13	$ 91,720.13

YOUNGSTOWN STATE UNIVERSITY

SUMMARY OF PERSONNEL ACTIONS

Professional Administrative - (Excludes Athletics)

7/16/2025 through 10/15/2025

Separations – 13

- Professional Administrative Staff – 6
- Professional Administrative Excluded – 2
- Professional Administrative Externally Funded – 5

Appointments – 14

Replacement Positions – 12

- Professional Administrative Staff – 7
- Professional Administrative Excluded – 3
- Professional Administrative Externally Funded – 2

New Positions – 2

- Professional Administrative Excluded – 2
    - Position Search Waivers – 1

Reclassifications/Position Adjustments – 14

- Professional Administrative Staff – 4
- Professional Administrative Excluded – 3
- Professional Administrative Externally Funded – 7

Promotions – 7

- Professional Administrative Staff – 4
- Professional Administrative Excluded – 3
    - Position Search Waivers – 2

Salary Adjustments – 24

- Professional Administrative Staff – 2
- Professional Administrative Externally Funded – 22

Transfers – 7

- Professional Administrative Staff – 6
- Professional Administrative Excluded – 1

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SEPARATIONS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	FTE	SALARY	SEPARATION TYPE
Forchione, Robert	APAS	Software Integration Engineer	Enterprise Data & Applications	8/31/2025	0.60	$ 50,295.85	Retired
McCarthy, Jessica	APAS	Case Manager	Dean of Students	8/14/2025	1.00	$ 46,000.00	Resigned
Merlino, Aaron	APAS	Information Security Architect	IT Security Services	7/31/2025	1.00	$ 98,365.47	Resigned
Miller, Destiny	APAS	Case Manager	Dean of Students	10/10/2025	1.00	$ 47,098.38	Terminated
Shelton, Christine	APAS	Coordinator	Dean - WCBA	7/31/2025	1.00	$ 66,846.87	Retired
Vitullo, Brooke	APAS	Coordinator	Admissions	9/12/2025	1.00	$ 42,782.14	Resigned
Carlini, Jayne	Excluded	Executive Assistant	General Counsel	10/7/2025	1.00	$ 57,879.53	Resigned
Natoli, Krystle	Excluded	Business Systems Administrator	Enterprise Data & Applications	7/31/2025	1.00	$ 71,267.40	Resigned
Candel, Anthony	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	8/31/2025	1.00	$ 45,228.31	Resigned
Kassos, Pamela	Externally Funded	Transition Coach	Rich Center for Autism	8/14/2025	1.00	$ 42,961.48	Resigned
Kelly, Melissa	Externally Funded	Coordinator Business Operations	Rich Center for Autism	9/23/2025	1.00	$ 44,217.00	Non-renewal
Miller, Tyler	Externally Funded	Project Technician Foundry 4.0	Excellence Training Center	9/30/2025	1.00	$ 61,200.00	Temp. Appt. Ended
Peters, James	Externally Funded	Program Manager Workforce Training Industrial Electrical	Excellence Training Center	8/5/2025	1.00	$ 78,540.00	Resigned

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
APPOINTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATE	FTE	SALARY
Burch, Elijah	APAS	Temporary Case Manager	Dean of Students	8/22/2025	1.00	$ 44,500.00
Carrazco, Dennise	APAS	Assistant Director	Accessibility Services	8/18/2025	1.00	$ 53,000.00
Manzella, Peter	APAS	Coordinator	Ward Beecher Planetarium	7/16/2025	1.00	$ 42,944.00
Miller, Darren	APAS	Coordinator	College Access and Transition	8/1/2025	1.00	$ 50,000.00
Neff, Christopher	APAS	Coordinator Engineering Laboratory	Dean - STEM	9/16/2025	1.00	$ 55,000.00
Pavlansky, Jenna	APAS	Program Advisor and Academic Coach Strong Start	Academic Success Center	9/16/2025	1.00	$ 45,000.00
Pupino, Gianna	APAS	Coordinator	Academic Success Center	8/18/2025	1.00	$ 40,000.00
Gustafson, Ashley	Excluded	Associate Director Communications	Marketing & Communications	8/1/2025	1.00	$ 55,000.00
Johnson, Elizabeth	Excluded	Assistant Dean of Students, Community Standards & Student Conduct	Dean of Students	9/2/2025	1.00	$ 71,000.00
Still, Kristine	Excluded	Associate Provost, Academic Administration	Provost VP - Academic Affairs	8/11/2025	1.00	$ 135,000.00
White, Richard*¤	Excluded	Manager Student Union Capital Construction	Facilities Maintenance	9/17/2025	0.75	$ 75,611.07
Natoli, Krystle*	Excluded	Intermittent IT Systems Support	Enterprise Data & Applications	9/18/2025	0.25	$ 17,815.20
Beem, Brittney	Externally Funded	Intermittent Coordinator WIP Summer Camp	Center for Workforce Education & Innovation	7/29/2025	0.25	$ 26,000.00
Brooks, Katherine	Externally Funded	Instruction Specialist	Rich Center for Autism	9/2/2025	1.00	$ 30,000.00

** New Positions*

¤ *Search Waivers*

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
RECLASSIFICATIONS/POSITION ADJUSTMENTS

EMPLOYEE NAME	NEW EMPLOYEE TYPE / PREVIOUS EMPLOYEE TYPE	NEW POSITION TITLE/ PREVIOUS POSITION TITLE	NEW DEPARTMENT/ PREVIOUS DEPARTMENT	APPOINTMENT DATES	NEW FTE/ OLD FTE	NEW SALARY	PREVIOUS SALARY
Kleemook, Justin	APAS	Assistant Director STEM Careers Internships & Co-Ops/Coordinator	Dean - STEM	5/16/2025	1.00	$ 50,551.16	$ 45,955.60
Rubinic, Stacy	APAS	Programming/ Coordinator Graphic Services	Kilcawley Center	6/16/2025	1.00	$ 46,851.76	$ 44,620.72
Sydney, Tara	APAS	Assistant Director/ Program Advisor & Academic Coach	Academic Success Center	2/16/2025	1.00	$ 54,825.90	$ 52,215.14
Reichert, Lisa	APAS	Special Assistant to AVP and Controller	Controller's Office	8/1/2025	0.5/ 0.75	$ 44,785.68	$ 67,178.52
D'Amato, Joseph	Excluded	Associate Director International Compliance & Reporting/ Associate Director International Student and Scholar Services	International Programs Office	10/1/2025	1.00	$ 69,311.99	$ 66,011.42
Geilhard, Tasha	Excluded	Director and Chief Data Officer/ Director IT Enterprise Data and Application Services	Enterprise Data & Applications	10/16/2025	1.00	$ 128,000.00	$ 116,998.18
Rose, Rebecca	Excluded	Executive Director/ Director	Marketing & Communications	7/16/2025	1.00	$ 96,000.00	$ 87,980.51
Chizmar, Melissa	Externally Funded	Associate Director/ Program Coordinator	Community Engagement	9/1/2025	1.00	$ 57,152.41	$ 51,956.74

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
RECLASSIFICATIONS/POSITION ADJUSTMENTS

EMPLOYEE NAME	NEW EMPLOYEE TYPE / PREVIOUS EMPLOYEE TYPE	NEW POSITION TITLE/ PREVIOUS POSITION TITLE	NEW DEPARTMENT/ PREVIOUS DEPARTMENT	APPOINTMENT DATES	NEW FTE/ OLD FTE	NEW SALARY	PREVIOUS SALARY
Mancini, Anthony	Externally Funded	Classroom Mentor & Lead Instruction Specialist/Lead Instruction Specialist	Rich Center for Autism	10/16/2025	1.00	$ 39,241.08	$ 35,673.71
O'Donnell, Skyler	Externally Funded	Site Coordinator	Community Engagement	10/1/2025	0.625/ 0.80	$ 29,901.84	$ 36,359.24
O'Neal, Tula	Externally Funded	Site Coordinator	Community Engagement	10/1/2025	0.625/ 0.80	$ 29,901.84	$ 36,355.74
Rea, Allison	Externally Funded	Program Manager Additive Manufacturing/Project Technician	Excellence Training Center	9/16/2025	1.00	$ 78,000.00	$ 60,488.86
Smith, Donivan	Externally Funded	Registered Behavior Technician	Rich Center for Autism	9/1/2025	1.00/ 0.60	$ 37,745.05	$ 22,202.97
Smith, Levi	Externally Funded	Director Partnerships and Budget Administration/Budget Administrator	Honors College	9/1/2025	1.00	$ 70,080.26	$ 60,939.36

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
PROMOTIONS

EMPLOYEE NAME	NEW EMPLOYEE TYPE / PREVIOUS EMPLOYEE TYPE	NEW POSITION TITLE / PREVIOUS POSITION TITLE	NEW DEPARTMENT/ PREVIOUS DEPARTMENT	APPOINTMENT DATE	FTE	NEW SALARY	PREVIOUS SALARY
Campana, Candace	APAS/ ACE	Coordinator/ Business Operations Specialist 2	International Programs Office	7/27/2025	1.00	$ 45,500.00	$ 40,747.20
Marsico, Kimberly	APAS/ Classified Excluded	Coordinator, Graduate Admissions/ Intermittent Administative Specialist 1	Admissions	9/21/2025	1.00/ 0.25	$ 56,000.00	$ 22,557.60
Montgomery, Hunter	APAS/ ACE	Information Security Engineer/ Information Security Technician 2	IT Security Services	10/5/2025	1.00	$ 75,000.00	$ 51,064.00
Yoder, Daniel	APAS/ ACE	Information Security Engineer/ Information Security Technician 2	IT Security Services	10/5/2025	1.00	$ 75,000.00	$ 51,376.00
McCurry, Rebecca	Excluded/ APAS	Associate Director Penguin Service Center/ Assistant Director	Registration & Records	8/1/2025	1.00	$ 64,000.00	$ 55,144.54
Spencer, William¤	Excluded	Director Planning and Construction/ Associate Director	Facilities Maintenance	7/16/2025	1.00	$ 112,200.00	$ 96,900.00
Wallace, Jesse¤	Excluded/ Classified Excluded	Associate Director/Power Plant Energy Management Supervisor	Facilities Maintenance	7/27/2025	1.00	$ 95,000.00	$ 71,760.00

¤ *Search Waiver*

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SALARY ADJUSTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Cerimele, Carmel	APAS	Coordinator Housing and Residence Life	Housing	7/16/2025	1.00	$ 46,455.60	1.00	$ 45,955.60
Natoli, Frank	APAS	Business Systems Administrator	Enterprise Data & Applications	9/1/2025	1.00	$ 71,748.74	1.00	$ 71,248.74
Bondi, Daniel	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 39,964.79	1.00	$ 39,181.17
Campolito, Erika	Externally Funded	Classroom Supervisor	Rich Center for Autism	9/2/2025	1.00	$ 46,210.82	1.00	$ 45,304.73
Cashbaugh, George	Externally Funded	Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 30,000.00	1.00	$ 28,560.00
Cashbaugh, Marissa	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 35,000.00	1.00	$ 32,436.00
Cornell, Amy	Externally Funded	Classroom Mentor Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 42,735.50	1.00	$ 41,897.55
Corpa, Joseph	Externally Funded	Board Certified Behavior Analyst	Rich Center for Autism	9/1/2025	1.00	$ 63,205.00	1.00	$ 58,704.72
Davis, Kyle	Externally Funded	Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 30,000.00	1.00	$ 28,560.00
Ellis, Jacob	Externally Funded	Coordinator Community Engagement Event Operations	Rich Center for Autism	9/1/2025	1.00	$ 53,060.40	1.00	$ 52,020.00
Faulkner, Monique	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 35,000.00	1.00	$ 33,456.00
Gereb, Scott	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 36,444.11	1.00	$ 35,729.52
Harris, Gloria	Externally Funded	Classroom Mentor Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 40,421.62	1.00	$ 39,629.04
Joseph, Jana	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 43,556.61	1.00	$ 42,702.56
Mancini, Anthony	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 35,673.71	1.00	$ 34,974.23
May, Tia	Externally Funded	Classroom Supervisor	Rich Center for Autism	9/1/2025	1.00	$ 54,862.98	1.00	$ 53,787.23
Micco, Abby	Externally Funded	School Nurse	Rich Center for Autism	9/1/2025	1.00	$ 56,286.47	1.00	$ 55,182.82
Pal, Krista	Externally Funded	Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 30,000.00	1.00	$ 28,090.80

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SALARY ADJUSTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Porch, Erica	Externally Funded	Classroom Mentor Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 40,632.34	1.00	$ 39,835.63
Protopapa, Barbara	Externally Funded	General Activities Assistant	Rich Center for Autism	9/1/2025	0.25	$ 5,789.68	0.25	$ 5,676.16
Rach, Julia	Externally Funded	Board Certified Behavior Analyst	Rich Center for Autism	9/1/2025	1.00	$ 53,429.42	1.00	$ 52,381.78
Tingler, Kelsey	Externally Funded	Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 30,000.00	1.00	$ 28,560.00
Trott, Natalie	Externally Funded	Curriculum Coach	Rich Center for Autism	9/1/2025	1.00	$ 48,339.25	1.00	$ 47,391.42
Watkins, Taliah	Externally Funded	Lead Instruction Specialist	Rich Center for Autism	9/1/2025	1.00	$ 42,385.47	1.00	$ 41,554.38

YOUNGSTOWN STATE UNIVERSITY
PROFESSIONAL ADMINISTRATIVE
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
TRANSFERS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATE	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Adams, Raelene	APAS	Endpoint Solutions Engineer/ Technology Support Engineer	IT Infrastructure Services/ IT Customer Services	9/16/2025	1.00	$ 75,689.16	1.00	$ 75,689.16
Bannon, Crystal	APAS	Assistant Director	First Year Student Services/ Career Exploration & Development	9/16/2025	1.00	$ 56,730.26	1.00	$ 56,730.26
Campana, Candace	APAS	Coordinator International Admissions/Coordinator	Admissions/ International Programs	8/1/2025	1.00	$ 45,500.00	1.00	$ 45,500.00
Olekshuk, David	APAS	Technology Support Engineer 1	IT Infrastructure Services/ IT Customer Services	9/16/2025	1.00	$ 98,479.55	1.00	$ 98,479.55
Pedaline, Cory	APAS	Technology Support Engineer 1	IT Infrastructure Services/ IT Customer Services	9/16/2025	1.00	$ 71,944.26	1.00	$ 71,944.26
Schneider, Jeremy	APAS	Endpoint Solutions Engineer/ Technology Support Engineer	IT Infrastructure Services/ IT Customer Services	9/16/2025	1.00	$ 70,745.00	1.00	$ 70,745.00
Natoli, Frank	Excluded/ APAS	Business Systems Administrator	Enterprise Data & Applications	9/16/2025	1.00	$ 71,748.74	1.00	$ 71,748.74

SUMMARY OF PERSONNEL ACTIONS
Athletic Employees
7/16/2025 through 10/15/2025

Separations – 4

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 3

Appointments – 5

Replacement Positions – 5

- Professional Administrative Excluded – 4
- Professional Administrative Externally Funded – 1

New Positions – 0

Reclassifications/Position Adjustments – 4

- Professional Administrative Excluded – 4

Promotions – 2

- Professional Administrative Staff – 1
- Professional Administrative Excluded – 1
    - Search Waiver Positions – 1

Salary Adjustments – 2

- Professional Administrative Excluded – 2

YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SEPARATIONS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	DATE OF SEPARATION	FTE	SALARY	TYPE OF SEPARATION
Hyden, Martha	APAS	Senior Athletic Academic Coordinator	Academic Counseling	9/30/2025	0.50	$ 21,810.36	Retired
Adkins-Hill, Jeremy	Excluded	Intermittent Athletic Video Coordinator	Ticket Office	8/5/2025	0.25	$ 20,800.00	Termination
Foust, Kiersten	Excluded	Assistant Coach	Lacrosse - Women's	8/29/2025	1.00	$ 40,800.00	Non-renewal
Woolard, Taylor	Excluded	Assistant Coach	Lacrosse - Women's	8/14/2025	1.00	$ 46,818.00	Non-renewal

YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
APPOINTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATES	FTE	SALARY
Doss, Abigail	Excluded	Assistant Coach	Swimming & Diving - Women's	7/16/2025	1.00	$ 38,727.78
Frombach, Julia	Excluded	Assistant Coach	Lacrosse - Women's	9/16/2025	1.00	$ 42,000.00
Mendoza, Mariya	Excluded	Assistant Coach Sports Performance	Training Room	7/16/2025	1.00	$ 50,000.00
Whitlock, Chloe	Excluded	Assistant Coach and Director of Operations	Basketball - Women's	8/18/2025	1.00	$ 40,000.00
Smoot, Nathaniel	Externally Funded	Assistant Director Athletics Sales and Development	Athletic Administration	8/1/2025	1.00	$ 50,000.00

¤ *Search Waiver*

** New Position*

YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
RECLASSIFICATIONS AND POSITION ADJUSTMENTS

EMPLOYEE NAME	NEW EMPLOYEE TYPE / PREVIOUS EMPLOYEE TYPE	NEW POSITION TITLE/ PREVIOUS POSITION TITLE	NEW DEPARTMENT/ PREVIOUS DEPARTMENT	APPOINTMENT DATES	NEW FTE/ OLD FTE	NEW SALARY	PREVIOUS SALARY
Burk, Tyler	Excluded	Assistant Athletic Director and Director of Name, Image, Likeness/Assistant Director of Compliance	Athletic Administration	8/16/2025	1.00	$ 58,000.00	$ 53,060.40
Fink, Rebecca	Excluded	Deputy Athletic Director for Internal Operations & Senior Woman Administrator/ Senior Associate Athletic Director for Internal Operations & Senior Women's Administrator	Athletic Administration	8/16/2025	1.00	$ 95,000.00	$ 80,316.46
George, Mary	Excluded	Associate Athletic Director Sports Performance/Assistant Athletic Director Sports Performance	Training Room	8/16/2025	1.00	$ 77,000.00	$ 72,854.13
Rollins, Matthew	Excluded	Associate Athletic Director Facilities/Assistant Athletic Director	Athletic Facilities Rental	8/16/2025	1.00	$ 68,000.00	$ 59,533.77

YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
PROMOTIONS

EMPLOYEE NAME	NEW EMPLOYEE TYPE / PREVIOUS EMPLOYEE TYPE	NEW POSITION TITLE/ PREVIOUS POSITION TITLE	NEW DEPARTMENT/ PREVIOUS DEPARTMENT	APPOINTMENT DATES	NEW FTE/ OLD FTE	NEW SALARY	PREVIOUS SALARY
Jarrett, Joel	APAS	Assistant Director of Compliance/Coordinator	Athletic Administration/ Admissions	10/1/2025	1.00	$ 43,372.00	$ 41,960.00
Mettille, Tyler ¤	Excluded	Senior Associate Athletic Director Compliance and Integrated Healthcare/ Assistant Dean of Students	Athletic Administration/ Dean of Students	7/16/2025	1.00	$ 75,000.00	$ 71,400.00

¤ *Search Waiver*

YOUNGSTOWN STATE UNIVERSITY
ATHLETICS EMPLOYEES
PERSONNEL ACTIONS 7/16/2025 THROUGH 10/15/2025
SALARY ADJUSTMENTS

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	APPOINTMENT DATES	FTE	NEW SALARY	PREVIOUS SALARY
Pinciaro, Steven	Excluded	Assistant Athletic Director	Ticket Office	8/16/2025	1.00	$ 70,000.00	$ 68,619.44
Welch, Brian	Excluded	Assistant Athletic Director Athletic Academic Services	Academic Counseling	8/16/2025	1.00	$ 65,000.00	$ 61,200.00

SUMMARY OF PERSONNEL ACTIONS
Supplemental and Secondary Pay Assignments
7/16/2025 through 10/15/2025

Supplemental Pay Assignments – 158

General/Restricted Funded Assignments – 147

- Professional Administrative Staff – 7
- Professional Administrative Excluded – 3
- Professional Administrative Externally Funded – 1
- Department Chair – 4
- Full-time Faculty – 100
- Part-time Faculty – 32

Grant Funded Assignments – 11

- Professional Administrative Externally Funded – 1
- Full-time Faculty – 8
- Part-time Faculty – 2

Faculty Secondary Appointments – 14

- Full-time Faculty – 14

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Bye	Allison	APAS	Office of Alumni Relations	8/26/2025	8/25/25 - 8/25/25	$ 250.00
Eisnaugle Bika	Sarah	APAS	Office of College Access & Transition	8/22/2025	8/25/25 - 12/12/25	$ 2,000.00
McCormick	Dan	APAS	Communication	9/16/2025	10/5/25 - 6/27/26	$ 2,673.90
Pupino	Gianna	APAS	Academic Success Center	8/11/2025	7/21/25 - 7/24/25	$ 200.00
Shaftic	Madison	APAS	Student Success	8/11/2025	7/21/25 - 7/22/25	$ 100.00
Shaulis	Stephanie	APAS	Student Success	8/15/2025	7/21/25 - 7/22/25	$ 100.00
Townsend	Yvonne	APAS	Student Success	8/15/2025	7/21/25 - 7/22/25	$ 100.00
Asch	David	Chair	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Cripe	Kathleen	Chair	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Hazy	John	Chair	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Li	Frank	Chair	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 3,000.00
Bowser	Presley	Excluded	Honors College	10/1/2025	10/16/25 - 3/15/26	$ 3,434.64
Saenger	Christina	Excluded	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 10,150.00
Tomhave	Alan	Excluded	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Italiano	Kristen	Externally Funded	Teacher Education and Leadership Studies	10/10/2025	10/16/25 - 6/15/26	$ 4,661.76
Armstrong	Felicia	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 3,000.00
Awad Scrocco	Diana	Full-time Faculty	English and World Languages	8/28/2025	9/08/25 - 10/27/25	$ 250.00
Balendiran	Ganesaratnam	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Bateman	Patrick	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Bateman	Patrick	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 10,200.00
Beadling	Laura	Full-time Faculty	English and World Languages	8/28/2025	9/08/25 - 10/27/25	$ 250.00
Beaver	Breanna	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Beese	Jane	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Beese	Jane	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Beese	Jane	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Blank	Sheila	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 125.00
Borra	Vamsi	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Borra	Vamsi	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Butcher	Michael	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Butler	Michael	Full-time Faculty	Dana School of Music	9/9/2025	9/8/25 - 12/15/25	$ 5,000.00
Calcagni	Laura	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,750.00
Chung	Miri	Full-time Faculty	Management & Marketing	9/15/2025	4/04/25 - 7/25/25	$ 2,000.00
Chung	Miri	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Citrak	Susan	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Class	Danielle	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 1,250.00
Class	Danielle	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Curnalia	Rebecca	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
DeSantis	John	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 4,500.00
Deschenes	Richard	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Forbes	Joanna	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 4,500.00
Fusillo	Ida	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,250.00
Fusillo	Ida	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 2,500.00
Genc	Omer	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 4,800.00
Genna	Doug	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 3,000.00
Genna	Doug	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Gordon	Jay	Full-time Faculty	English and World Languages	8/28/2025	9/08/25 - 10/27/25	$ 250.00
Gramann	Rachel	Full-time Faculty	Computer Science, Information & Eng. Tech	10/13/2025	4/28/25 - 8/18/25	$ 2,000.00
Harper-Woods	Sherri	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Heasley	Randi	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 1,250.00
Heasley	Randi	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,750.00
Hendershott	Joseph	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Hinz	Jessi	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 2,400.00
Hinz	Jessi	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Hinz	Jessi	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Hoyson	Patricia	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 125.00
Hoyson	Patricia	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 375.00
Hoyson	Patricia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 125.00
Hoyson	Patricia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Jackson	Carrie	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Jackson	Jaietta	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 500.00
Jackson	Jaietta	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 3,000.00
Jeffords	Charles	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 750.00
Jeffords	Charles	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Jeffords	Charles	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Jeffords	Charles	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,250.00
Jeffords	Charles	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 750.00
Kress	Victoria	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Kress	Victoria	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Larwin	Karen	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Linkous	Clovis	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Mikula	Vincent	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Mikula	Vincent	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 375.00
Mikula	Vincent	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Mikula	Vincent	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,500.00
Mikula	Vincent	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 375.00
Mikula	Vincent	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 125.00
Min	Xiangjia	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Mlakar	Melissa	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 1,250.00
Myers	Nate	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Park	Byung-Wook	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Pettitt	Nicole	Full-time Faculty	English and World Languages	9/3/2025	9/16/25 - 10/20/25	$ 600.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Serra	Michael	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Sharma	Suresh	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 3,000.00
Shields	Cynthia	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 500.00
Shields	Cynthia	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 375.00
Shields	Cynthia	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 750.00
Shields	Cynthia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,250.00
Shields	Cynthia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 375.00
Shields	Cynthia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 125.00
Shields	Cynthia	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Shortreed	Mary	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Shortreed	Mary	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Shortreed	Mary	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Smith	Stephanie	Full-time Faculty	Art	9/22/2025	10/01/25 - 12/04/25	$ 300.00
Smith	Stephanie	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Smith	Stephanie	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Spearman	Patrick	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Stourman	Nina	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Thomas	Wendy	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Thomas	Wendy	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 750.00
Thomas	Wendy	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Thomas	Went	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Tyus	Jeff	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 2,750.00
Vigliotti	Cynthia	Full-time Faculty	English and World Languages	8/28/2025	9/16/25 - 10/20/25	$ 600.00
Weaver	Amy	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 2,000.00
Weaver	Amy	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,500.00
Weaver	Amy	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Wright	Melody	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 750.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Wright	Melody	Full-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 375.00
Wright	Melody	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Wright	Melody	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 750.00
Wright	Melody	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 125.00
Wright	Melody	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Yang	Xiaolou	Full-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 5,700.00
Yu	Feng	Full-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 1,500.00
Bascom	Patrick	Part-time Faculty	First Year Student Services	8/15/2025	7/21/25 - 7/24/25	$ 200.00
Blake	Gabrielle	Part-time Faculty	First Year Student Services	9/5/2025	7/21/25 - 7/24/25	$ 200.00
Boerio	Greg	Part-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Caldwell	Stephanie	Part-time Faculty	English and World Languages	8/28/2025	9/08/25 - 10/27/25	$ 250.00
Carter Dennis	Stephanie	Part-time Faculty	Dana School of Music	8/27/2025	8/25/25 - 12/5/25	$ 400.00
Cesene	Daniel	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 450.00
Frazier	Kelley	Part-time Faculty	Student Success	8/11/2025	7/21/25 - 7/24/25	$ 200.00
Harvey	Stephen	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Janek	Mary	Part-time Faculty	Office of College Access & Transition	8/22/2025	8/25/25 - 12/12/25	$ 1,500.00
Janek	Rachell	Part-time Faculty	Dana School of Music	8/25/2025	8/25/25 - 11/17/25	$ 300.00
Johnson	Janis	Part-time Faculty	Teacher Education and Leadership Studies	8/19/2025	8/25/25 - 12/5/25	$ 3,075.00
Kana	David	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Kohan	Justin	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 1,000.00
Lariccia	James	Part-time Faculty	Teacher Education and Leadership Studies	7/17/2025	8/25/25 - 12/07/25	$ 5,645.00
Lariccia	James	Part-time Faculty	Teacher Education and Leadership Studies	8/8/2025	8/25/25 - 12/07/25	$ 1,882.00
Law	Nicole	Part-time Faculty	Student Success	8/11/2025	7/21/25 - 7/24/25	$ 200.00
Lee	Hae-Jong	Part-time Faculty	Dana School of Music	9/9/2025	8/25/25 - 12/5/25	$ 1,450.00
Marino	Robert	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 750.00
Marino	Robert	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Miller	Heather	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GENERAL FUND SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Onitsuka	Yukitada	Part-time Faculty	Dana School of Music	9/9/2025	8/25/25 - 12/5/25	$ 800.00
Phillips	Taylor	Part-time Faculty	First Year Student Services	8/11/2025	7/21/25 - 7/24/25	$ 200.00
Price	Monyka	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Reid	Linda	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 250.00
Robbins	Zachary	Part-time Faculty	Distance Education	10/2/2025	8/25/25 - 12/13/25	$ 3,570.00
Schafer	Holly	Part-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 750.00
Schafer	Holly	Part-time Faculty	Dissertation	8/29/2025	1/01/25 - 8/31/25	$ 500.00
Stoll	Cody	Part-time Faculty	First Year Student Services	8/11/2025	7/21/25 - 7/24/25	$ 200.00
Varga	Barbara	Part-time Faculty	Distance Education	7/22/2025	6/30/25 - 8/16/25	$ 250.00
Varga	Barbara	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 750.00
Walker	Jennifer	Part-time Faculty	Virtual Assistant	10/3/2025	8/25/25 - 12/13/25	$ 4,750.00
Welch	Holly	Part-time Faculty	Teacher Education and Leadership Studies	7/18/2025	8/25/25 - 12/07/25	$ 2,150.00

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
RECEIVED 7/16/2025 - 10/15/2025
GRANT FUNDED SUPPLEMENTAL PAY ASSIGNMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	ORIGINATING DEPARTMENT	RECEIVED IN HR	DATES DUTIES PERFORMED	PAYMENT AMOUNT
Bralich	John	Externally Funded	Humanities and Social Sciences	10/7/2025	7/01/25 - 6/30/25	$ 10,000.00
Borra	Vamsi	Full-time Faculty	Rayen School of Engineering	8/19/2025	8/01/25 - 8/15/25	$ 4,569.06
Frank	David	Full-time Faculty	Psychological Sciences & Counseling	7/28/2025	7/01/25 - 8/15/25	$ 9,608.76
Lazar	Alina	Full-time Faculty	Computer Science Information Systems & Engineering Technology	10/10/2025	8/16/25 - 5/15/26	$ 11,170.09
Martin	Holly	Full-time Faculty	Rayen School of Engineering	7/31/2025	8/01/25 - 8/15/25	$ 4,549.88
Myers	Nate	Full-time Faculty	Teacher Education	8/19/2025	7/16/25 - 8/15/25	$ 9,666.48
Rogers	Richard	Full-time Faculty	Beeghly College Health Human Services	10/2/2025	7/01/25 - 8/15/25	$ 12,452.66
Rogers	Richard	Full-time Faculty	Beeghly College Health Human Services	10/2/2025	6/16/25 - 6/30/25	$ 4,150.89
Zapka	Jason	Full-time Faculty	Computer Science Information Systems & Engineering Technology	9/29/2025	9/22/25 - 12/31/25	$ 2,248.65
Dick	Jeff	Part-time Faculty	Physics, Astronomy, Geology, & Environmental Science	8/6/2025	7/01/25 - 7/15/25	$ 4,448.94
Park	Byung-Wook	Part-time Faculty	Rayen School of Engineering	7/23/2025	8/01/25 - 8/25/25	$ 4,106.69

YOUNGSTOWN STATE UNIVERSITY
SUPPLEMENTAL PAY ASSIGNMENTS AND SECONDARY APPOINTMENTS
7/16/2025 - 10/15/2025
FACULTY SECONDARY APPOINTMENTS

LAST NAME	FIRST NAME	EMPLOYMENT TYPE	DEPARTMENT	JOB TITLE	BEGIN DATE	END DATE	PAYMENT AMOUNT
Andrews	Corey	Full-time Faculty	English & World Languages	Grace Ruth Memorial Endowed	8/18/2025	8/14/2026	$ 5,834.00
Bateman	Patrick	Full-time Faculty	Management and Marketing	Director, MBA Program	8/15/2025	5/15/2026	$ 17,000.00
Durrell	Patrick	Full-time Faculty	Physics, Astronomy, Geology, and	Dr. Warren M. Young Endowed Chair	8/18/2025	8/17/2026	$ 7,018.68
Fluker	Amy	Full-time Faculty	Humanities and Social Sciences	Reeder American History	8/26/2025	8/23/2026	$ 7,005.00
Fuller	Adam	Full-time Faculty	Humanities and Social Sciences	Clayman Endowed Chair	8/26/2025	8/23/2026	$ 9,000.00
Iagulli	Lauren	Full-time Faculty	Health Professions	JADCO Director	8/1/2025	8/3/2026	$ 12,000.00
Jackson-	Cryshanna	Full-time Faculty	Humanities and Social Sciences	Coordinator of the Political Science	5/16/2025	8/16/2025	$ 1,500.00
Keown	Daniel	Full-time Faculty	Dana School of Music and University Theatre	IRB Co-Chair	8/16/2025	8/15/2026	$ 1,000.00
Larwin	Karen	Full-time Faculty	Teacher Education and Leadership Studies	IRB Chair	8/16/2025	8/15/2026	$ 2,000.00
Marotti	Sarah	Full-time Faculty	Centofanti School of Nursing	ADN Program Coordinator	5/5/2025	8/22/2025	$ 2,250.00
Mercer	Jacklynn	Full-time Faculty	Provost VP- Academic Affairs	General Education Coordinator	8/16/2025	8/16/2026	$ 10,250.00
Pallante	Martha	Full-time Faculty	Humanities and Social Sciences	Darling Endowed Chair	8/26/2025	8/23/2026	$ 28,531.00
Shortreed	Mary	Full-time Faculty	Centofanti School of Nursing	RN to BSN Coordinator	5/6/2025	8/22/2025	$ 4,500.00
Van Dussen	Daniel	Full-time Faculty	Graduate Studies in Health and Rehabilitation Sciences	Wellness Initiative Program Coordinator	8/1/2025	8/3/2026	$ 12,000.00

3356-8-06 Student complaint process.

Responsible Division/Office:	Academic Affairs / Student Affairs
Responsible Officer:	Provost and VP for Academic Affairs, and VP for Student Affairs
Revision History:	June 2017; June 2022; December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Youngstown state university ("university") is committed to the continuous improvement of the services it provides to its students. Students who have complaints regarding the fairness or quality of service they have received from the university are encouraged to share their concerns pursuant to this policy so that the university may address these concerns in a timely and professional manner.

(B) Purpose. The purpose of this policy is to establish an effective complaint resolution process for general student complaints and to allow the university to collect and track these complaints.

(C) Scope. This policy applies to all university divisions, colleges, departments, and units. This policy does not apply to student complaints regarding academic (grading) grievances, disability accommodations, harassment or discrimination, university admission decisions, or complaints or disciplinary action pursuant to the student code of conduct.

(D) Definitions.

(1) "Student" – any person enrolled at the university in a course offered for credit.

(2) "Student complaint" – a written and/or clearly documented verbal statement alleging improper, unfair, or arbitrary action relating to the university's delivery of academic, administrative, and support services. A student complaint must be based on a claimed violation of university policy, regulation, or established practice.

(3) "Academically-related complaint" – a student complaint related to the services and responsibilities provided by the departments within academic affairs, including but not limited to academic colleges, academic departments, student success, distance education, library, mathematics assistance center, reading and study skills, and writing center.

(4) "Nonacademically-related complaint" – a student complaint related to the services and responsibilities provided by the departments and divisions of budget and finance, enrollment management and planning, equal opportunity and diversity, facilities, human resources, and student experience.

(E) Procedures.

(1) Informal resolution. Students are encouraged, but are not required, to resolve complaints on an informal basis. In seeking informal resolution, a student will speak directly with the staff, faculty, or administrator with whom the student has an issue. This process allows the individual to have an opportunity to hear the student's concerns and work with the student to resolve the issue in a mutually constructive manner. If the student's complaint or concern is not resolved to the student's satisfaction, the student may utilize the formal complaint process.

(2) Formal resolution.

(a) Complaint format. A student complaint section and submission form is available on the office of the dean of students webpage for students to submit their complaints in writing to the university. The university will respond to the student within ten business days of the alleged issue. Complaints may also be sent in writing to deans, directors and unit heads, division heads, and the president. Students should describe the nature of the complaint, the remedy sought, and a description of all previous attempts to informally resolve the issue. Students will receive a receipt of complaint and notification of resolution within a timely manner. Students have the right to withdraw a complaint at any time during the process. In which case, the complaint will be registered as concluded and noted as withdrawn in

the online repository. The withdrawal should be submitted in writing, include the student's reasons for the withdrawal, and be directed to the person handling the complaint.

(b) Complaints via web submission. All academically related complaints will be sent to the associate provost for academic administration. All nonacademically related complaints will be sent to the office of the dean of students. Both parties will ensure that a timely written acknowledgement is sent to the student within five business days from receipt of the complaint and that the complaint is forwarded to the appropriate department/ division for review and resolution.

(c) Complaints to deans, directors, and unit heads. All written complaints will be addressed at the appropriate level at which the complaint was filed. If the complaint is filed with a dean or chair within the colleges or with a director in the divisions of student experience, student success, enrollment management and planning, and/or a unit head in business and financial services, they must acknowledge the complaint in writing to the student and identify the staff member handling the complaint within ten business days of the complaint being filed. All responses to the complaint will be in writing. The complaint will be documented using the online student complaint repository. If the issue is resolved at the departmental level, then documentation using the online portal is sufficient. If the issue is not resolved at departmental level, then it will be forwarded to the appropriate division head. The division head making the referral will indicate in the online repository that the complaint has been referred.

(d) Complaints to division heads. All written complaints forwarded to the vice president's and/or associate vice president's office will be addressed within the division in which the complaint was filed. The division head must acknowledge a complaint in writing to the student and identify the staff member handling the complaint within five business days of the complaint being filed. Complaints may come directly to the division head or they can be

forwarded from an office within the division. All responses to the complaints must be in writing. The complaint will then be documented using the online student complaint repository. If the issue is resolved at the divisional level, then documentation using the online portal is sufficient. If the issue is not resolved at the divisional level or requires presidential approval, then it will be forwarded to the president's office for resolution. The division head making the referral will indicate in the online repository that the complaint has been referred.

(e) Complaints to the president. All written complaints forwarded to the president's office may be addressed by the president or referred to the appropriate division head for resolution. If the complaint is referred to the division head, the division head will follow the same process as outlined in the section above. If the complaint is addressed by the president, the president's office must acknowledge the complaint in writing to the student and identify the staff member handling the complaint within five business days of the complaint being filed. All responses to the complaints should be in writing. The complaint will be documented using the online student complaint repository.

(3) Complaint resolution. The university will treat complaints seriously and ensure all processes are clear, prompt, confidential, to the extent permitted by law, and fair to all parties and will endeavor to ensure an acceptable resolution.

(4) Complaint log. An online student complaint repository will be used to document and track the date the complaint was received, the student's name, and contact information, the type of complaint, the date of response, the referral source (if necessary), and the resolution. Designated units receiving complaints under this policy will note the complaint in the online repository whether the complaint is received directly or whether the complaint is referred by or to another designated unit. If a complaint is referred to another designated unit, the receiving designated unit will notify the original unit when the matter is resolved. The online student complaint repository will securely maintain the student complaint logs with records of resolution for a minimum of ten years.

(5) Complaint review. A student complaint review committee comprised of the dean of students and/or their designee, the associate provost for academic administration, one faculty member (appointed by the university's academic senate), at least one staff member appointed by the dean of students, and one student appointed by the student government association will meet once per semester, excluding summer term, to review all submitted complaints and records in the online student complaint repository from the previous semester. The committee will review all complaints and resolutions for potential themes/trends. All theme-based complaints will be forwarded to the appropriate department or division for policy and procedure review. A report of aggregate data will be provided to the board of trustees annually.

(F) Retaliation. Retaliation against a student who makes a complaint in good faith is prohibited and may result in further action up to and including termination for employees and expulsion for students.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY STUDENT COMPLAINT PROCESS POLICY, 3356-8-06

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-70

3356-10-13 Research, grants, and sponsored programs, cost-sharing and overmatching on external grants and contracts, payment of indirect costs on external grants and contracts, and disposition of residual funds from external grants and contracts.

Responsible Division/Office:	Office of Research Services
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	July 1999; September 2003; April 2006; December 2009; June 2010; June 2014; September 2015; March 2016; December 2017; September 2020
Board Committee:	Academic Excellence and Student Success
Effective Date:	December 11, 2025
Next Review:	2030

Research, grants, and sponsored programs.

(A) Policy statement. Believing that the quality of education and public service is grounded in scholarship, the university seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.

(B) Definitions.

(1) "Sponsored programs" are activities, including research, teaching, training or service programs, substantially funded by agencies external to the university and which require program technical, administrative, and fiscal accountability.

(2) "Grants, contracts, and cooperative agreements" are legal instruments governing the administration of sponsored programs.

(3) "Research" is legally defined as "… a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge…" [45 CFR 46.102(1)]. It includes internally and/or externally sponsored research, or unfunded research, conducted by authorized faculty or staff.

(C) Parameters.

(1) The university, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken with institutional approval by faculty and staff who may be designated as principal investigators (for research projects) or project directors (on other activities).

(2) University employees or students may not undertake sponsored programs involving university resources unless institutionally authorized to do so.

(3) The president, provost and vice president for academic affairs, associate provost and director of research services and graduate studies are specifically designated to serve as institutional officials with the authority to approve sponsored program proposals and agreements.

(4) Upon recommendation, the provost and vice president for academic affairs, and the president may designate additional institutional officials as authorized to approve sponsored program proposals and agreements.

(5) The provost and vice president for academic affairs, associate provost and director of research services and graduate studies are the university officials having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.

(6) The university research council is charged with assisting the provost and vice president for academic affairs, associate provost and director of research services and graduate studies in stimulating sponsored program activity.

(7) All documents, reports, and/or other publications created under university auspices, notwithstanding the source of support, must appropriately acknowledge the university.

(D) Procedures.

(1) All sponsored programs are initiated by submission of a written proposal, including the proper completion of the Youngstown state

university proposal routing process, identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.

(a) Faculty proposals are electronically routed by the principal investigator/project director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project. Following their review and approval, the proposal is electronically routed to the office of research services for review and submission clearance and the director of grants accounting prior to approval by an authorized institutional official (usually the director of research services and graduate studies or associate provost).

(b) Proposals from other areas of the university must be forwarded to the appropriate supervisor and the provost and vice president for academic affairs or other appropriate associate vice president prior to transmittal to the office of research services, followed by the office of grants accounting, and approval by an authorized institutional official.

(2) All sponsored program award agreements must be reviewed and approved by the director of research services and graduate studies, and accepted by an authorized institutional official (either the director of research services and graduate studies or associate provost) before individuals can begin any work.

(3) Information on research policies, grants and sponsored programs is available from the office of research services in the following formats:

(a) The office of research services webpage and penguin portal.

(b) Grant development workshops offered by the office of research services.

(c) Personal meetings with the director or staff members of the office of research services.

(4) Other information on faculty research and related considerations is available in the collective bargaining agreement between Youngstown state university and Youngstown state university chapter of the Ohio education association.

Cost-sharing and overmatching on external grants and contracts.

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

(B) Parameter. Requests for proposals ("RFP") from external sponsors frequently require cost-sharing or matching funds from the university as part of the budgetary grant request. The percentage of matching funds, when required, is typically set by the agency and appears in the grant application guidelines. However, on occasion, university principal investigators or project directors cite additional matching funds (overmatching) on grant submissions when additional matching funds are not required or necessary. For audit purposes, tracking of additional matching funds adds complexity to the agency and the university, and the university cannot then use these additional funds elsewhere as match on other projects.

(C) Procedures.

(1) As part of the formal grant submission process at the university (see above, "Research, grants, and sponsored programs"), clearance of the submission of an external grant application requires prior approval by department chairs, college deans, the director of research services and graduate studies, or associate provost.

(2) A typical match on an application for support submitted to an external agency would not include more than a fifty per cent match from the university. In addition, such matching funds provided by the institution would normally include equipment, supplies, the

cost of personnel reassign time or tuition. This approach enables full recovery of indirect costs from the funding agencies.

(3) University faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for including any institutional (over)match in the preliminary budget. Prior to external proposal submission, the justification must be submitted and approved by the director of research services and graduate studies or associate provost, and the provost.

Payment of indirect costs on external grants and contracts.

(A) Policy statement. Externally sponsored grants and contracts typically pay for both direct costs and indirect costs. All funding organizations must pay indirect costs at the prevailing authorized rate for Youngstown state university ("university") based on the federally-negotiated rate. In case of waiver or reduction, indirect costs shall be included as part of institutional match on the grant project.

(B) Parameter. Sponsored programs and grant projects have budgets depicting the actual costs, including both direct and indirect costs. Indirect costs, or facilities and administrative ("F&A") costs, have been deemed as real and allowable in federally sponsored programs and are paid at a federally negotiated rate with the U.S. department of health and human services. In some cases, the allowable percentage of indirect costs is reduced by the federal, state or local agency.

(C) Procedures.

(1) As part of the formal grant submission process at the university (see above "Research, grants, and sponsored programs"), waiver or reduction of indirect costs on grant proposals submitted to external sponsors requires prior approval by the director of research services and graduate studies, the associate provost or the authorized institutional official.

(2) The author of the grant proposal is expected to develop a budget for the proposal that accounts for the full payment of indirect costs, unless specifically disallowed by a funding organization. Exceptions may be requested only when directed by the

solicitation. No general exemption of payment of indirect costs is provided to for-profit companies.

(3) University faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for reduced indirect costs. If indirect costs are waived or reduced, indirect costs shown in the budget shall be included as part of the institutional match.

(4) Prior to proposal submission externally, the written justification for waived or reduced indirect costs must be submitted to and approved by an authorized institutional official (usually the director of research services and graduate studies or the associate provost).

Disposition of residual funds from external grants and contracts.

(A) Policy statement. Residual funds from external grants and contracts will be deposited in an account of the office of the dean(s) of the college(s) or head of unit/division from which the original proposal emanated, provided that the policies of the external agency permit such a disposition of unused funds.

(B) Purpose. The intent of this policy is to ensure that all research grant/contract and other sponsored program funds received by Youngstown state university ("university") are delegated to the general purpose for which the grant/contract was intended. Furthermore, because the university has limited ability to reward faculty and staff for seeking external funds, use of such residual funds to support research or other scholarly and service activities intended by the external agency and sought by faculty/staff will provide an additional discretionary resource to the colleges and/or other units/divisions as an incentive to seek additional external resources.

(C) Definitions.

(1) "Agency" is any external organization, whether governmental or private, that awards a grant/contract or other sponsored program to the university. It does not include legislated funds for which no competitive application was made by the university.

(2) "College(s) and/or other units/divisions" include those academic colleges or other major departments/units (not in an academic college and usually supervised at an executive director or higher level) that prepared the original application for external funding to the funding agency.

(3) "General purpose for which the grant was intended" means that residual funds will be used to support research/scholarship, instruction, and/or service with the most general interpretation. It does not mean that the expenditure of funds will be used only for the specific purpose originally cited as a deliverable in the grant award.

(D) Procedures.

(1) At the conclusion of an external grant or contract award from an agency, after all accounts have been reconciled, remaining funds will be transferred to an account in the office of the dean(s) of the college(s) and/or the head of the nonacademic department/division that originally submitted the funding proposal.

(2) Disposition of residual funds from completed/closed grant/contract or sponsored program accounts will be completed by the office of grants accounting within ninety days of grant closeout.

(3) If the project was collaborative between/among several college(s) and/or other units/divisions, the disposition of funds will be prorated according to the overall budget distribution as specified in the original/modified grant application. The office of grants accounting will determine the allocation for such distribution to the participating college(s) and/or other units/divisions.

(4) Use of residual funds by the college(s) and/or department/division is discretionary to the dean (or nonacademic department/unit head), but will normally support research, scholarship, education/training, and/or service. Deans (or nonacademic department/unit heads) are encouraged to seek the advice of those individuals whose grant funds have contributed to the sponsored program/grant that generated the residual funds. Any dispute as to the appropriate use of such funds shall be decided by the director

of research services and graduate studies or associate provost. Funds shall be held in a restricted account.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
RESEARCH, GRANTS, AND SPONSORED PROGRAMS, COST-SHARING AND OVERMATCHING ON EXTERNAL GRANTS AND CONTRACTS, PAYMENT OF INDIRECT COSTS ON EXTERNAL GRANTS AND CONTRACTS, AND DISPOSITION OF RESIDUAL FUNDS FROM EXTERNAL GRANTS AND CONTRACTS POLICY, 3356-10-13

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-71

TO BE RESCINDED

3356-10-13 Research, grants, and sponsored programs.

Responsible Division/Office:	Office of Research Services
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	July 1999; December 2009; June 2014; March 2016; December 2017; September 2020
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	N/A

(A) Policy statement. Believing that the quality of education and public service is grounded in scholarship, the university seeks to encourage and support research and scholarly and professional activity that strengthen its educational and service mission.

(B) Definitions.

(1) "Sponsored programs" are activities, including research, teaching, training or service programs, substantially funded by agencies external to the university and which require program technical, administrative, and fiscal accountability.

(2) "Grants, contracts, and cooperative agreements" are legal instruments governing the administration of sponsored programs.

(3) "Research" is legally defined as "… a systematic investigation, including research development, testing, and evaluation designed to develop or contribute to generalizable knowledge…" [45 CFR 46.102(d)]. It includes internally and/or externally sponsored research, or unfunded research, conducted by authorized faculty or staff.

(C) Parameters.

(1) The university, as an entity of state government, is legally authorized to serve as fiscal agent for sponsored programs undertaken with institutional approval by faculty and staff who

may be designated as principal investigators (for research projects) or project directors (on other activities).

(2) University employees or students may not undertake sponsored programs involving university resources unless institutionally authorized to do so.

(3) The president, provost/vice president for academic affairs and director of research services are specifically designated to serve as institutional officials with the authority to approve sponsored program proposals and agreements.

(4) Upon recommendation of the provost and the president may designate additional institutional officials as authorized to approve sponsored program proposals and agreements.

(5) The provost and the director of research services are the university officials having primary authority to oversee the appropriate conduct of sponsored program activities, systems, and services.

(6) The university research council is charged with assisting the provost and the director of research services in stimulating sponsored program activity.

(7) All documents, reports, and/or other publications created under university auspices, notwithstanding the source of support, must appropriately acknowledge the university.

(D) Procedures.

(1) All sponsored programs are initiated by submission of a written proposal, including the proper completion of the Youngstown state university proposal routing process, identifying the nature of the research or other activity, an estimate of the time needed to complete it, and a full costing of all resources needed to support the project.

(a) Faculty proposals are electronically routed by the principal investigator/project director to the department chair(s) and dean(s) of the academic unit(s) involved in the anticipated project. Following their review and approval, the proposal is electronically routed to the director of research services

for review and submission clearance and the director of grants accounting prior to approval by an authorized institutional official (usually the director of research services and provost).

(b) Proposals from other areas of the university must be forwarded to the appropriate supervisor and the provost/ vice president for academic affairs or other appropriate associate vice president prior to transmittal to the office of research services, followed by the office of grants accounting, and approval by an authorized institutional official.

(2) All sponsored program applications and award agreements must be reviewed by the director of research services and approved by an authorized institutional official (either the director of research services and provost) before individuals can accept an award or begin any work.

(3) Information on research policies, grants and sponsored programs is available from the office of research services in the following formats:

(a) The office of research services webpage.

(b) Grant development workshops offered by the office of research services each semester.

(c) Personal meetings with the director or staff members of the office of research services.

(4) Other information on faculty research and related considerations is available in the collective bargaining agreement between Youngstown state university and Youngstown state university chapter of the Ohio education association.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
RESEARCH, GRANTS, AND SPONSORED PROGRAMS POLICY, 3356-10-13

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-72

TO BE RESCINDED

3356-10-13.1 Cost-sharing and overmatching on external grants and contracts.

Responsible Division/Office:	Office of Research Services
Responsible Officer:	Provost and VP for Academic Affairs
Revision History:	September 2003; June 2010; September 2015; September 2020
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	N/A

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

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

(C) Procedures.

(1) As part of the formal grant submission process at the university (see university policy 3356-10-13, "Research, grants, and sponsored programs"), clearance of the submission of an external grant application requires prior approval by department chairs,

college deans, and the director of research services, and the provost.

(2) A typical match on an application for support submitted to an external agency would not include more than a fifty per cent match from the university. In addition, such matching funds provided by the institution would normally include equipment, supplies, or the cost of personnel reassign time. This approach enables full recovery of indirect costs from the funding agencies.

(3) University faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for including any overmatch in the preliminary budget. Prior to external proposal submission, the justification must be submitted and approved by the director of research services and approved by the provost.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
COST-SHARING AND OVERMATCHING ON EXTERNAL GRANTS AND CONTRACTS POLICY, 3356-10-13.1

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-73

TO BE RESCINDED

3356-10-13.2 Payment of indirect costs on external grants and contracts.

Responsible Division/Office:	Office of Research Services
Responsible Officer:	Provost and VP for Academic Affairs
Revision History:	September 2003; June 2010; September 2015; September 2020
Board Committee:	Academic Excellence and Student Affairs
Effective Date:	**December 11, 2025**
Next Review:	N/A

(A) Policy statement. Externally sponsored grants and contracts typically pay for both direct costs and indirect costs. All funding organizations must pay indirect costs at the prevailing authorized rate for Youngstown state university ("university") based on the federally-negotiated rate. In case of waiver or reduction, indirect costs shall be included as part of institutional match on the grant project.

(B) Parameter. Sponsored programs and grant projects have budgets depicting the actual costs, including both direct and indirect costs. Indirect costs, or facilities and administrative ("F&A") costs, have been deemed as real and allowable in federally sponsored programs and are paid at a federally negotiated rate with the U.S. department of health and human services. In some cases, the allowable percentage of indirect costs is reduced by the federal, state or local agency.

(C) Procedures.

(1) As part of the formal grant submission process at the university (see university policy 3356-10-13, "Research, grants, and sponsored programs"), waiver or reduction of indirect costs on grant proposals submitted to external sponsors requires prior approval by department chairs, college deans, and the director of research services, the provost or the authorized institutional official.

(2) The author of the grant proposal is expected to develop a budget for the proposal that accounts for the full payment of indirect costs,

unless specifically disallowed by a funding organization. Exceptions may be requested only when directed by the solicitation. No general exemption of payment of indirect costs is provided to for-profit companies.

(3) University faculty and staff who intend to submit a grant proposal to an external funding agency must provide a written justification for reduced indirect costs. If indirect costs are waived or reduced, indirect costs shown in the budget shall be included as part of the institutional match.

(4) Prior to proposal submission externally, the written justification for waived or reduced indirect costs must be submitted to and approved by the director of research services and approved by the provost or the authorized institutional official. This process will be included in university grant submission procedures.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
PAYMENT OF INDIRET COSTS ON EXTERNAL GRANTS AND CONTRACTS POLICY, 3356-10-13.2

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-74

3356-10-13.3 Disposition of residual funds from external grants and contracts.

Responsible Division/Office:	Office of Research Services
Responsible Officer:	Provost and VP for Academic Affairs
Revision History:	April 2006; June 2010; September 2015; September 2020
Board Committee:	Academic Excellence and Student Success
Effective Date:	**September 3, 2020**
Next Review:	2025

(A) Policy statement. Residual funds from external grants and contracts will be deposited in an account of the office of the dean(s) of the college(s) or head of unit/division from which the original proposal emanated, provided that the policies of the external agency permit such a disposition of unused funds.

(B) Purpose. The intent of this policy is to ensure that all research grant/contract and other sponsored program funds received by Youngstown state university ("university") are delegated to the general purpose for which the grant/contract was intended. Furthermore, because the university has limited ability to reward faculty and staff for seeking external funds, use of such residual funds to support research or other scholarly and service activities intended by the external agency and sought by faculty/staff will provide an additional discretionary resource to the colleges and/or other units/divisions as an incentive to seek additional external resources.

(C) Definitions.

(1) "Agency" is any external organization, whether governmental or private, that awards a grant/contract or other sponsored program to the university. It does not include legislated funds for which no competitive application was made by the university.

(2) "College(s) and/or other units/divisions" include those academic colleges or other major departments/units (not in an academic college and usually supervised at an executive director or higher

level) that prepared the original application for external funding to the funding agency.

(3) "General purpose for which the grant was intended" means that residual funds will be used to support research/scholarship, instruction, and/or service with the most general interpretation. It does not mean that the expenditure of funds will be used only for the specific purpose originally cited as a deliverable in the grant award.

(D) Procedures.

(1) At the conclusion of an external grant or contract award from an agency, after all accounts have been reconciled, remaining funds will be transferred to an account in the office of the dean(s) of the college(s) and/or the head of the nonacademic department/division that originally submitted the funding proposal.

(2) Grants/contracts made on a fixed price basis will not require additional agency verification that funds do not need to be returned. In other cases where agency guidelines are unclear as to disposition of residual funds, written approval for disposition from the agency will be needed and obtained by the principal investigator/project director. Approval in written or electronic form is acceptable evidence of agency approval. The principle investigator shall forward documentation to the office of research services.

(3) Disposition of residual funds from completed/closed grant/contract or sponsored program accounts will be completed by the office of grants accounting within ninety days of grant closeout.

(4) If the project was collaborative between/among several college(s) and/or other units/divisions, the disposition of funds will be prorated according to the overall budget distribution as specified in the original/modified grant application. The office of research services will determine the allocation for such distribution to the participating college(s) and/or other units/divisions with the approval of the director of research services and provost for research when informed by the office of grants accounting that residual funds are available for distribution.

(5) Use of residual funds by the college(s) and/or department/division is discretionary to the dean (or nonacademic department/unit head), but will normally support research, scholarship, education/training, and/or service. Deans (or nonacademic department/unit heads) are encouraged to seek the advice of those individuals whose grant funds have contributed to the sponsored program/grant that generated the residual funds. Any dispute as to the appropriate use of such funds shall be decided by the director of research services and the provost. Funds shall be held in a restricted account.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
DISPOSITION OF RESIDUAL FUNDS FROM EXTERNAL GRANTS AND CONTRACTS POLICY, 3356-10-13.3

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-75

2025 University Remediation Report

Name of University: Youngstown State University

Ohio Revised Code Section 3345.062 requires the president of each state university to issue a report by December 31, 2018, and each thirty-first day of December thereafter, regarding the remediation of students. The report must include the following areas:

1. The number of enrolled students that require remedial education.

Number of Students	Description (if needed)
210	Of the 9,083 undergraduate degree-seeking students who were enrolled at any point during the Summer 2024, Fall 2024, and Spring 2025 terms, a total of 1,565 students were placed into at least one developmental course in either composition, or mathematics. Of those students, 210 took at least one remedial course during that period. (Note: YSU has developed required math pathways based on major.) Therefore, requirements for remedial instruction in math may change for students who change their major.

2. The cost of remedial coursework that the state university provides.

Please select the type of cost in the following areas and describe.
- Costs to the university: Please include a description of all university resources allocated in support of and/or on behalf of remedial education, including but not limited to costs associated with the following: faculty & staff, buildings/classrooms, administration, and additional student advising, among others.
- Costs to the student: Please include a description of tuition paid by students in pursuit of remedial education.
- Costs to the state: Please include a description of state resources provided to your institution in support of remedial education. (*See Appendix A containing this information for all state universities*.)

Cost Type	Amount	Description
Costs to the university	$89,250	Includes help centers (Writing Center, Math Assistance Center, Center for Student Progress, Testing Center), faculty and classrooms at $425 per student (given FY17 cost per student).
Costs to the student	$217,350	Includes total credit hours multiplied by cost per credit hour for all students taking a course designated as remedial at $1,035 per student (given FY17 cost per student).
Costs to the state	$21,678	Sum of SSI for completed and At-Risk FTE as reported via Ohio Department of Higher Education.

2025 University Remediation Report

Name of University: Youngstown State University

3. The specific areas of remediation provided by the university.

Subject Area	Description
English Composition	The University provides two remedial writing courses that do not count toward the graduation requirement in composition: ENGL 1509 and ENGL 1541. ENGL 1509: Academic English for Non-native Speakers is a three-credit course that helps students develop writing and reading comprehension skills in English. The course is open to students on the basis of the placement process. The course must be taken until a grade of "C" or better is achieved. ENGL 1541: Introduction to College Writing is a three-credit course that provides intensive individualized instruction in written communication and college-level reading practices; it is open to students based upon their ACT English score, SAT score, WritePlacer score, or proficiency as demonstrated by their YSU Composition and Reading Placement Test (CPT) results. Students who place into ENGL1509 or ENGL 1541 will move on to ENGL1549, a four-credit version of Writing I that provides students an additional hour of instructional time to cultivate college-level writing conventions, organizational strategies, and revision and editing techniques.
Mathematics	The University provides one stand-alone remedial course in mathematics that does not count toward the degree. MATH 1500: Mathematics Support is a 0-3 credit hour course used by the department as an off-ramp course for students who need to withdraw from their college-level mathematics course during the semester. Students who withdraw are given the opportunity to enroll in sections of Math 1500 to improve their prerequisite skills in preparation for retaking their college-level mathematics course in the subsequent term. The students are provided an individualized study plan and support in YSU's Mathematics Achievement Center. Students who place into remedial math but who wish to fulfill their mathematics graduation requirement may enroll in designated sections of college-level math to which additional hours of instruction are added (if their placement permits). These course sections include: MATH 1510C: College Algebra with Co-requisite Support; MATH 1511C: Trigonometry with Co-requisite Support; MATH 2623C: Quantitative Reasoning with Co-requisite Support; MATH 2661C: Mathematics for Elementary Teachers 1 with Co-requisite Support; and STAT 2625C: Statistical Literacy and Critical Reasoning with Co-requisite Support.
Reading and Study Skills	N/A RSS 1510A:

4. Causes for remediation.

Please select all that are relevant from the following categories and provide detail.
- Lack of student preparation at the K-12 level
- Prescriptive placement policies (over reliance on a single assessment measure)
- Deferred entry into higher education (adult students returning to higher education)
- Other (any other cause identified by the university)

Cause	Description
Lack of student preparation	7,589 students enrolled for one or more terms between Summer 2024, Fall 2024, and Spring 2025 were 25 years of age or younger. 1,383 (18.2%) required remedial instruction in at least one subject area. Of these students, 203 enrolled in at least one remedial course during that period, accounting for 93.1% of all undergraduate students who took a remedial course in those terms.
Deferred entry	1,494 students enrolled for one or more terms between Summer 2024, Fall 2024 and Spring 2025 were over the age of 25. 182 (12.2%) required remedial instruction in at least one subject area. Of those students, 15 enrolled in at least one remedial course during that period, accounting for 6.9% of all undergraduate students who took a remedial course in those terms.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE THE 2025 REMEDIATION REPORT (O.R.C. 3345.062)

WHEREAS, Youngstown State University is a state-funded university in the state of Ohio; and

WHEREAS, Section 3345.062 of the Ohio Revised Code requires the president of each state university to issue a report by December 31, 2018, and each thirty-first day of December thereafter, regarding the remediation of students; and

WHEREAS, each president is also required to submit the remediation report to his or her Board of Trustees for acceptance; and

WHEREAS, the Ohio Department of Higher Education (ODHE) provided a reporting template to collect and submit the necessary information as required by law; and

WHEREAS, Youngstown State University completed the report for 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the attached 2025 Remediation Report to be submitted in final form to the Chancellor of the ODHE and the Superintendent of Public Instruction by December 31, 2025.

Board of Trustees
Meeting
December 11, 2025
YR 2026-76

3356-10-20 Faculty workload policy.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	TBD
Next Review:	2030

(A) Policy statement. As required by law, Youngstown state university's faculty workload shall include:

(1) Numerically defined teaching workload. An objective and numerically defined teaching workload expectation based on credit hours as defined in 34 C.F.R. 600.2.

(2) Definition of faculty workload elements. A definition of all faculty workload elements in terms of credit hours as defined in 34 C.F.R. 600.2, with a full-time workload minimum standard established by the board of trustees and made publicly accessible on the university's website.

(3) Justifiable credit hour equivalents (for non-teaching workload). A definition of justifiable credit hour equivalents for activities other than teaching, including research, clinical care, administration, service, and other activities as determined by the university.

(B) Framework for faculty workload allocation.

(1) General principles. Full-time faculty members at YSU are expected to fulfill a set of core professional responsibilities that support shared governance, student success, and the daily functioning of the academic enterprise. These core professional responsibilities do not constitute workload reassignment and apply to all full-time faculty members. These will be assessed in the faculty annual evaluations as well as for promotion, tenure, and post-tenure decisions.

(2) Core professional responsibilities include:

(a) Participation in shared governance to support day-to-day academic operations.

(b) Engagement in student recruitment, mentoring, and advising, including participation in admissions events, student outreach, and academic guidance.

(c) Maintaining a regular on-campus presence, except when approved for Americans with Disabilities Act (ADA) accommodations or remote-only appointment status.

(d) Attending departmental meetings in person, except when approved for ADA accommodations or remote-only appointment status.

(e) Participating in at least one commencement ceremony per academic year, except when approved for ADA accommodations or remote-only appointment status.

(f) Completing all required information technology, human resources, and safety trainings.

(g) Contributing professional expertise through occasional public engagement, such as media commentary, community talks, and industry presentations.

(h) Providing occasional informal professional consultation to community, government, or nonprofit organizations when appropriate.

(3) Activities that typically do result in workload assignment include:

(a) Teaching.

(b) Research, scholarship, commercialization, and creative activity (RSCCA).

(c) Public, departmental, or university service that exceeds core professional responsibilities.

These areas form the standard workload for tenure and tenure track faculty. For principal lecturers and non-tenure track assistant professors, assigned workload normally includes teaching and service. For lecturers and senior lecturers, assigned workload primarily consists of teaching. Total workload for full-time faculty equals thirty credit-hour and/or credit-hour equivalents per academic year, allocated across:

(i) Teaching.

(ii) Non-teaching activities, including RSCCA and service.

(iii) Other approved duties, including discipline-specific clinical supervision and education, administrative assignments, and other responsibilities aligned with institutional needs.

(4) Teaching (measured in credit hours). The teaching needs of the department or school will be considered in determining whether a faculty member is assigned a teaching workload that is lower than the standards listed below. Such recommendations must originate from the department chair or school director and be approved by the dean with final approval by the provost. However, the university acknowledges the Ohio department of higher education (ODHE) standards for instructional workloads (see paragraph (D) if this rule) and will use these general norms as a guide for total workload within a program. In addition, for full-time tenured or tenure track faculty employed for the academic year, overload compensation shall be paid for a teaching assignment of more than twenty-four credit hours for faculty assigned twenty-four teaching hours. Overload compensation shall be paid to non-tenure track faculty for teaching assignments of more than thirty teaching hours for faculty assigned thirty teaching hours.

(a) A standard teaching load for tenured and tenure track faculty (including clinical faculty) on nine-month contracts is twenty-four semester hours, or twenty-four credit hours, per academic year (eighty per cent of total individual workload).

(b) A standard teaching load for non-tenure track faculty (lecturers, senior lecturers, principal lecturers, non-tenure track assistant professors) on nine-month contracts is thirty semester hours, or thirty credit hours, per academic year (one hundred per cent of total individual workload).

(5) Non-teaching (measured in credit hour equivalents). RSCCA and service are expected from every tenured and tenure track faculty member. Service, but not RSCCA, is expected from principal lecturers and non-tenure track assistant professors. There is no expectation of RSCCA or service beyond minimal departmental service for lecturers or senior lecturers. Section 3345.452 of the Revised Code requires that workload for activities other than teaching shall include performance expectations to serve as the basis for the performance evaluations. When these activities account for greater than five per cent of total academic year workload, a clear description of the service project or RSCCA expectations and accomplishments shall be included with all reassigned workload approvals.

(a) Tenured/tenure track. The minimum expectation for service activity and RSCCA for a tenure track or tenured faculty member is six total credit hours equivalents per academic year (twenty per cent of total thirty-hour workload). Within any program, it is recognized there will be differences among faculty in specific workload components, including but not limited to:

(i) RSCCA productivity, which may include workload funded by external grants;

(ii) Department, college, and university service responsibilities;

(iii) Administrative duties; and

(iv) Other special instructional assignments, such that tenured/tenure track faculty may teach less than eighty per cent of their total individual workload in any given academic year.

(b) Service. In instances where the service activity is beyond core professional responsibilities, and with approval by the dean, a department chair/school director may recommend reassigned time that either lowers the standard teaching workload or results in overload or supplemental pay.

(c) RSCCA. In consultation with the faculty member and when approved by the dean, a department chair or school director may provide reassigned/non-teaching hours if the RSCCA justifies the credit hour equivalents. This reassigned time may result in a reduction in the standard teaching load or result in overload pay.

Faculty members may buy out additional RSCCA workload credit hour equivalents using external grant funds, reducing accordingly their teaching assignment.

(d) Non-tenure track. Depending on non-tenure appointment type, service activity expectations are minimal (lecturers and senior lecturers) or prescribed (principal lecturers and non-tenure track assistant professors). There is no expectation of RSCCA for non-tenure track faculty.

(i) Service. Principal lecturers and non-tenure track assistant professors are expected to engage in service activity at the university and within the community. In instances where the service activity is beyond core professional responsibilities, and with approval by the dean, a department

chair/school director may recommend reassigned time that either lowers teaching workload or results in overload or supplemental pay.

(ii) RSCCA. In rare cases, and subject to approval by the dean, a department chair/school director may recommend RSCCA workload for non-tenure track faculty.

(6) Other. Not all programs or faculty roles fit neatly into the above categories. Section 3345.452 of the Revised Code requires that workload for activities other than teaching shall include performance expectations to serve as the basis for the performance evaluations. When these activities account for greater than five per cent of total academic year workload, a clear description of the project or assigned administrative duty expectations and accomplishments shall be included with all reassigned workload approvals. Upon approval by the dean and/or provost, adjustments to workload expectations may be made for:

(a) Discipline-specific: clinical supervision and education. In departments or schools where clinical education is part of the curriculum, a full-time faculty member may be assigned workload hours to conduct clinical supervision or education. Such an assignment normally replaces RSCCA workload, although in some cases (depending on departmental needs) the clinical workload assignment may replace teaching or service workload.

(b) Administrative duties. In some cases, full-time faculty on nine-month appointments may be assigned administrative duties as part of their total workload. Such assignments must be clearly documented and approved by the dean and the provost.

(c) Other duties. Other duties that align with the strategic mission of the university/college/department may be

assigned to faculty members and with approval from the dean and the provost, receive reassigned time.

(C) Credit hour equivalents. Credit hour equivalents for activities beyond teaching, including research, clinical care, administration, service, and other professional duties, will be assigned based on the anticipated time required and the activity's alignment with university, college, and department strategic goals. These equivalents will be informed by project descriptions (for service) and defined outcomes (for research and service) and will be reviewed and adjusted as needed during annual evaluations.

(D) Departmental norms. ODHE has provided the following general norms to guide aggregate program-level teaching and non-teaching expectations:

Program Type	Minimum Teaching Expectation (as % of total workload*)	Other Activities (Research, Service, Administration)
Baccalaureate (Undergraduate only)	≥ 70%	≤ 30%
Baccalaureate/Master's	≥ 60%	≤ 40%
Baccalaureate/Master's/Doctoral	≥ 50%	≤ 50%
Associate degree or Two-Year Programs	≥ 80%	≤ 20%
Community College–Equivalent or Workforce-Oriented Associate Programs	≥ 75–80%	≤ 25%
Part-Time Faculty	100% (Instructional)	N/A

Note: Total workload is defined as thirty credit hours/credit hour equivalents.

(E) Workload is not subject to grievance of any kind.

(F) YSU shall not bargain workload policies. This policy applies, notwithstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

(G) Workload plan/report procedures.

(1) Academic department chairs, in consultation with department faculty, shall complete a recommended plan, called the "workload plan," detailing individual faculty workload to be assigned for the upcoming academic year. Anticipated teaching, scholarship, and service activities shall be included. This shall be completed by May first preceding the upcoming academic year.

(2) The dean will review and approve in writing the department chair/school director's recommended workload plan for individual faculty workload. Prior to approval, the dean may return proposed workload plans for modification and/or clarification. Once the workload plan is approved, the dean will forward departmental workload recommendations to the office of academic affairs. The provost may return departmental recommendations to the dean for modification and/or clarification.

(3) In cases where the approved plan changes and results in overload and/or changes to non-instructional reassigned duties, a revised plan must be submitted for approval to the dean and forwarded to the office of academic affairs.

(4) Faculty members are required to submit the final report, called the "workload report," detailing actual teaching, scholarship, and service activities from the current academic year by the end of the relevant spring semester. The final report is reviewed and approved by the department chair/school director and dean prior to being forwarded to the office of academic affairs.

(H) Administrative right. The determination, assignment, and approval of workload hours for teaching, scholarship, and service are reserved administrative rights.

(I) Review. This policy shall be reviewed and approved by the YSU board of trustees at least once every five years and submitted to the chancellor of the ODHE following board approval.

(J) This policy is adopted by the Board of Trustees pursuant to ORC Section 3345.455 and per the directive of the Chancellor of the Ohio Department

of Higher Education. This policy becomes effective upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
FACULTY WORKLOAD POLICY, 3356-10-20

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-

TO BE RESCINDED

3356-10-20 Faculty workload.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs and Vice Provost for Academic Administration and Student Outreach Support
Revision History:	January 2000; March 2010; June 2015; September 2018; September 2023
Board Committee:	Academic Excellence and Student Success
Effective Date:	**September 20, 2023**
Next Review:	2028

(A) Policy statement. Upon accepting an appointment to the faculty of Youngstown state university (university), a tenured/tenure-track faculty member assumes responsibilities for teaching, scholarship, and service. Participation in each of these three activities is a component of a tenured/tenure-track faculty member's responsibilities. Senior lecturers and lecturers have primary responsibility in the area of teaching. Principal lecturers assume responsibilities for teaching and service.

To ensure the quality of teaching, scholarship, and service relative to the academic mission of the university, college, and department, all members of the faculty are expected to teach their classes competently, engage in assessment and advising activities, keep current in their field of specialization, actively engage in scholarly activities related to their field, be an available resource to their students, be active within the community, and participate conscientiously on committees.

(B) Purpose. To establish parameters and procedures for the determination and assignment of faculty workload hours which are in compliance with section 3345.45 of the Revised Code and consistent with the standards developed by the Ohio Department of Higher Education.

(C) This policy applies to all faculty, including but not limited to tenured/tenure-track faculty, principal lecturers, senior lecturers and lecturers, who are assigned workload hours.

(D) Parameters.

(1) Full-time load is twenty-four workload hours (wh) per academic year for tenured/tenure-track faculty. Workload in excess of twenty-four wh per academic year (excluding summer session) will be eligible for overload compensation.

(2) Full-time load is thirty wh per academic year for principal lecturers, senior lecturers and lecturers. Workload in excess of thirty wh per academic year (excluding summer session) will be eligible for overload compensation.

(3) One workload hour will be assigned for one credit hour of instruction in a lecture, practicum, discussion, recitation, and seminar course. Workload may vary in cases where courses are identified as such but are taught as a conference course. All faculty are expected to teach a minimum of one regularly scheduled course per semester, unless approved for a semester leave.

(4) For courses other than those identified in paragraph (D)(3) of this rule, including independent study, variable credit hour classes, clinical placements, student teaching, internships, laboratories, thesis and dissertation, and similar courses, workload shall be calculated on the basis of student credit hours (sch) and/or headcount, using a formula determined by the dean and approved by the provost/vice president for academic affairs. If completed during the summer term, workload for thesis, non-thesis, or dissertation projects are paid per the OAA workload policy at the established overload (not summer) rate.

(5) The following procedures are designed to assist in workload recommendations for non-instructional reassigned time.

(a) The development of workload recommendations for non-instructional reassigned time shall be based on the approved written mission, goals, and objectives of the department consistent with the mission, vision, and goals of the university.

(b) Work deemed meaningful and impactful to the mission and vision of the university by the dean and chair may be considered for non-instructional reassignment at the recommendation of the chair and subject to the written approval of the dean and provost. Upon completion of the assignment, the faculty member shall provide a report to the chair, who along with the dean will review the outcomes of the assignment. The chair will maintain written records of the proposal, its outcomes, and the review within department files. In evaluating future requests for non-instructional reassigned duties, the provost, dean, and chair shall take into consideration the nature of the proposed work and any previous reports of similar projects.

(E) Procedures.

(1) Academic department chairs, in consultation with department faculty, shall complete a recommended plan, called the "workload plan," detailing individual faculty workload to be assigned for the upcoming academic year. Anticipated teaching, scholarship, and service activities shall be included. This shall be completed by May first preceding the upcoming academic year.

(2) The dean will review and approve in writing the chairperson's recommended workload plan for individual faculty workload. Prior to approval, the dean may return proposed workload plans for modification and/or clarification. Once approved, the dean will forward departmental workload recommendations to the office of academic affairs. The provost may return departmental recommendations to the dean for modification and/or clarification.

(3) In cases where the approved plan changes and results in overload and/or changes to non-instructional reassigned duties, a revised plan must be submitted for approval to the dean and forwarded to the office of academic affairs.

(4) Faculty members are required to submit the final report, called the "workload report," detailing actual teaching, scholarship and service activities from the current academic year by the end of the relevant spring semester. The final report is reviewed and

approved by the chair and dean prior to being forwarded to the office of academic affairs.

(F) Administrative right. The determination, assignment, and approval of workload hours for teaching, scholarship, and service are reserved administrative rights.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND FACULTY WORKLOAD POLICY, 3356-10-20

WHEREAS, University 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 rescind the University Policy stated above upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

Board of Trustees Meeting
December 11, 2025
YR 2026-

3356-10-29 Faculty annual performance evaluations

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Purpose. The purpose of faculty annual performance evaluations is to foster continuous professional growth and provide decision-makers with comprehensive information regarding faculty performance including considerations for promotion, tenure, and post-tenure decisions. In addition, pursuant to section 3345.452 of the Revised Code, the evaluation establishes a projected work effort distribution for the faculty member for the next year which shall be used during the next year's evaluation.

(B) Procedure. Faculty members shall adhere to the instructions and timeline regarding the faculty annual performance evaluation.

(1) Each full-time faculty member at Youngstown state university (YSU) shall undergo an annual performance evaluation encompassing the entire academic year, including summer terms when applicable. There are three parts to the evaluation:

(a) Rubric-based assessment of the performance areas,

(b) Summary assessment of the performance areas, and

(c) A narrative summary of the peer review in teaching.

(2) Performance areas to be evaluated:

(a) The areas subject to evaluation include any in which a faculty member devotes five per cent or more of their annual workload. These areas may include, but are not limited to, teaching; research, scholarship, creative activity,

or commercialization; service; clinical instruction or activities; administrative responsibilities; and other duties recognized by YSU.

(b) The areas evaluated for each faculty member will correspond to assigned workload for the summer (if applicable), fall, and spring terms. Accordingly, workload plans and reports must be updated as necessary to accurately reflect these assignments.

(3) Summary assessment of the performance areas. Pursuant to section 3345.452 of the Revised Code, the evaluation tool shall include a "summary assessment of the performance areas" for each area that faculty spend five per cent or more of their annual work time in workload.

The summary assessment shall include one of the following performance parameters for each area evaluated: Exceeds Performance Expectations, Meets Performance Expectations, or Does Not Meet Performance Expectations.

(C) Performance area evaluation tool. The performance area evaluation tool used for the annual faculty evaluations shall include both the department chair's evaluation of the faculty member and the dean's review and approval or disapproval. In assessing performance areas, faculty annual evaluations conducted by administration shall incorporate student evaluations of teaching and a summary of peer reviews. Additionally, any requirements specified in a faculty member's initial appointment letter, when applicable, shall be reflected in both the chair's evaluation and the dean's review. References to personnel investigations for which findings have not been reported should be avoided, but those with findings should be included.

(1) For faculty members holding cross-appointments, department chairs or school directors will confer regarding the individual's performance prior to finalizing the evaluation and summary assessment.

(2) An annual faculty performance evaluation rubric developed by the chair and/or dean shall be reviewed and considered for approval by the dean. The rubric should align with program goals, action steps, and program pitch statements and shall employ standardized, objective, and measurable performance metrics. The provost retains final approval authority regarding rubric criteria.

Minimum rubric requirements for teaching and non-teaching duties:

(a) Teaching. While an evaluation rubric for teaching may vary across the university, student evaluation of teaching, chair observation of teaching, and peer evaluations shall be included in annual faculty evaluations.

(i) Student evaluation of teaching. Pursuant to section 3345.451 of the Revised Code, student evaluations conducted by university administration account for at least twenty-five per cent of the teaching area component of the evaluation.

(a) Each faculty member will be evaluated for each course each semester. To be excluded from this requirement, prior approval must be sought from the chair, dean, and provost.

(b) Faculty members who team-teach shall be evaluated individually on the same basis as a faculty member teaching a course individually.

(ii) Chair and/or dean observation of teaching. Chairs/school directors and/or deans may, at their discretion, use in-class or online observations of teaching in the process of completing their evaluation of faculty. Chairs/school directors

and/or deans will determine the frequency and timing of observations.

(iii) Peer evaluation. An informative summary of the peer evaluations should be included within the annual evaluation of faculty performance. This summary, compiled by the chair/school director, should be a standalone summary that does not factor into the evaluation rubric or resulting summary assessment.

(b) Non-teaching hours. Section 3345.452 of the Revised Code requires that workload for activities other than teaching shall include performance expectations to serve as the basis for the performance evaluations. Per this requirement, and because all full-time faculty are assumed to have an annual load of thirty credit hours, tenured and tenure track faculty must account for the six annual hours of non-teaching hours that, when added to the twenty-four instructional credit hours, equals the thirty annual credit hours.

In addition, all faculty members must account for any reassigned time approved by the dean and/or provost that results in an annual instructional load less than twenty-four credit hours for tenured and tenure track and less than thirty credit hours for non-tenure track full-time faculty members. The assessment of activities supported by reassigned workload will be based on materials submitted by faculty members. These categories include:

(i) Research, scholarship, commercialization, and creative activity. Applies to tenured and tenure track faculty members. In the rare instance that reassigned time is provided to non-tenure track faculty and equates to greater than five per cent of

total academic year workload, this section will also apply.

(ii) Service. Applies to principal lecturers, tenured, and tenure track faculty members. In the instance that reassigned time is provided to other non-tenure track faculty and equates to greater than five per cent of total calendar year workload, this section will also apply.

(iii) Other. Reassigned activities other than teaching; research, scholarship, commercialization, creative activity; or service. When these activities account for greater than five per cent of total academic year workload, a clear description of the project or assigned administrative duty expectations and accomplishments shall be included.

(D) Results.

(1) The annual faculty assessment results shall be a factor for workload assignment for the following year and for the subsequent year evaluation. Therefore, workload reports for the year of the annual evaluation and workload plans for the following year shall be included as part of the annual evaluation.

All workload assignments must be compliant with YSU's established workload policies as directed by rule 3356-10-20 of the Administrative Code, "Faculty workload policy," and adopted under section 3345.45 of the Revised Code and receive approval from the respective dean and the provost.

(2) If any faculty member receives an assessment of "does not meet expectations" in any area, specific recommendations for how the shortcomings should be corrected and a timeline by which they should be addressed will be provided.

Any tenured faculty member who receives an evaluation of "does not meet expectations" in teaching, scholarship, or university service may be evaluated according to rule 3356-10-31 of the Administrative Code, "Faculty post-tenure review policy."

(3) Timeline.

(a) The faculty member shall submit their completed portion of the annual performance evaluation to the department chair/school director by May twentieth of each calendar year. This date allows time for spring student evaluations to be returned, reviewed, and included in the evaluation materials submitted by the faculty member.

(i) If a faculty member misses the May twentieth deadline, the evaluation will proceed through all steps and placed in the faculty success technology platform (FSTP). Because chairs/school directors and deans will not assume any information, they will be required to assess each area as "does not meet expectations."

(ii) Faculty members on leave, including FMLA, can work with their chair and dean to determine an acceptable deadline for the annual evaluation.

(iii) Faculty members on sabbaticals and faculty improvement leaves shall submit their annual faculty evaluation in addition to the required reports in the YSU/YSU-OEA agreement.

(b) The evaluation shall be conducted by the department chair/school director, reviewed and approved by the dean, and submitted to the provost for final review. In cases where there is disagreement between the chair or director and the dean, the provost shall serve as the final decision authority.

(c) Performance evaluation assessments, including any comments from the department chair/school director and dean, will be available to faculty members before the beginning of the following fall term.

(d) Appeals. If a faculty member wishes to appeal the final annual performance evaluation assessment, the faculty member may do so by submitting an appeal application in the FSTP within fifteen days of receiving the final assessment. Appeal applications are provided by the institute for teaching and learning (ITL) at the request of the faculty member.

(i) Upon receipt of the appeals request, a five-member review committee shall be formed. The committee shall be comprised of three representatives appointed by the provost and two representatives appointed by the president of the association. Committee members may not be from the appellant's academic department. The committee will be formed within fifteen days of receiving the appeals request.

(ii) The faculty member has the right to submit to the appeal committee a written rebuttal of the assessment(s). The committee shall meet with the appellant, department chair/school director, dean, and any other persons it deems appropriate and shall submit a recommendation to the provost within thirty calendar days. Should the appeals panel fail to submit a recommendation within the prescribed deadline, the provost's decision shall stand.

(e) Policy review cycle. The provost's office is responsible for this policy. At a minimum, this policy will be reviewed every five years.

(f) YSU shall not bargain faculty annual performance evaluation policies. This policy applies, not withstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

(E) This policy is adopted by the Board of Trustees pursuant to ORC Section 3345.455 and per the directive of the Chancellor of the Ohio Department of Higher Education. This policy becomes effective upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
FACULTY ANNUAL PERFORMANCE EVALUATIONS POLICY, 3356-10-29

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-77

3356-10-27 Peer evaluation of faculty.

Responsible Division/Office:	Office of Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement.

(1) Participation requirements. Full-time faculty members shall participate in the peer review of teaching according to an established two-year rotation. Each faculty member will both conduct and receive a review during the two-year rotation, with the results incorporated into each participant's dossier and summarized in the chair's annual faculty evaluation narrative. The peer review two-year rotation will require each full-time faculty member to serve as reviewer or reviewee in alternating fashion.

(2) Purpose. The peer review process promotes continuous professional growth and reflective practice. Grounded in a growth mindset, it emphasizes constructive feedback as a means of learning and instructional improvement. The process is formative in nature and intended to support ongoing development.

(3) Assessment of participation. In the department chairperson's annual evaluation of faculty, assessment of participation in the peer review process shall focus on good faith engagement by both participants.

(a) For reviewers, evaluation will reflect active participation and provision of thoughtful, evidence-based feedback aligned with an agreed upon focus.

(b) For reviewees, evaluation will reflect a focus on continuous improvement of teaching duties, engagement in the review process, the quality of reflection, and action steps in response to feedback.

(4) Framework for review and feedback. The TEACH principles – YSU's shared framework for teaching excellence – along with the broader principles of effective instruction (clarity, student engagement, inclusivity, assessment, and reflection), serve as the foundation for review and feedback. These principles are located on the institute for teaching and learning (ITL) website.

(5) Professional development linkage. Findings from the peer review process may inform individual and collective professional development activities facilitated by the ITL or other venues, ensuring that learning opportunities remain responsive to faculty needs across disciplines.

(6) Cross-disciplinary engagement. Cross-disciplinary and intercollege reviews are encouraged, when appropriate, to broaden pedagogical perspectives and strengthen collegial relationships across the university.

(7) Professional responsibility. Participation in peer review is a professional responsibility and a core component of the university's commitment to teaching excellence. Annual participation is considered part of regular faculty duties related to instruction and professional growth and shall not be classified as service or qualify for reassigned time or workload.

(B) Procedures.

(1) Regardless of modality, the peer review should focus on:

(a) Clear communication of learning objectives;

(b) Creation of engaged and intellectually diverse classroom environments;

(c) Use of evidence-based instructional strategies;

(d) Alignment of assessments with intended learning outcomes; and

(e) Reflective improvement.

(2) In addition, review procedures for in-person and synchronous online courses are as follows:

(a) The reviewer begins by examining relevant course materials and meeting with the instructor to establish the review focus and context. Reviews may focus on a variety of areas including classroom management, implementation of new technology, adoption of new content or modalities, redesign of assignments, or other focal areas appropriate to the faculty member's teaching duties.

(b) The review modality, including class observation or faculty reviewer meetings, will align with the review focus area and context.

(c) Upon completion of the process, the reviewer completes the peer review form and writes a brief narrative summarizing findings and feedback.

(d) A required on-campus follow-up meeting allows for discussion and reflection, after which the faculty member being reviewed submits a reflective statement and any action steps.

All materials are submitted to the department chairperson as part of the annual evaluation process.

(3) Procedures for asynchronous online courses are as follows:

(a) For asynchronous courses, the instructor provides the reviewer with a minimum ten-day access to the course within the learning management system after an initial meeting to establish focus areas.

(b) The reviewer reviews course content, instructional design, and engagement strategies, then completes the peer review form and writes a brief narrative summarizing findings and feedback.

(c) A required on-campus follow-up meeting allows for discussion and reflection, after which the faculty member being reviewed submits a reflective statement and any action steps. All materials are submitted to the department chairperson as part of the annual evaluation process.

(4) All reviews, regardless of modality, must be done on campus in a face-to-face format unless the faculty member has a remote-only appointment, in which case the review can be conducted virtually.

(C) Parameters.

(1) Full-time faculty members shall participate according to a defined rotation in which each faculty member alternates between serving as a reviewer and being reviewed. This structure ensures shared engagement, mutual learning, and balanced participation across the faculty body. All full-time faculty will be engaged in one aspect every year as determined by the chair and approved by the dean.

(2) Department chairpersons are responsible for assigning faculty within the rotation. In making assignments, chairpersons shall consider disciplinary expertise, course modality, faculty rank, and opportunities for mentoring and professional development. Faculty may provide input on potential pairings. However, if disagreement arises, final determinations rest with the chairperson in consultation with the dean.

(3) Chairpersons may also identify the specific focus, course, or area to be observed to ensure the evaluation aligns with departmental or program goals or when a faculty member may benefit from targeted attention to a particular instructional area. Cross-disciplinary or intercollege pairings are encouraged when pedagogically appropriate.

(4) Faculty on leave at the time of the peer review are exempt from this process during that academic year.

(D) Oversight and rotation management. Oversight of the peer review process is shared among department chairpersons, college deans, and the office of academic affairs (OAA) with collaborative support from the ITL.

(1) Department chairpersons coordinate review schedules, assign reviewers, determine focal areas, classes, or instructional settings to be observed, and ensure adherence to the rotation. They maintain records confirming that each faculty member fulfills both reviewer and reviewee roles.

(2) College deans monitor departmental compliance through annual faculty evaluations and report to OAA on participation, rotation adherence, and trends or recommendations for improvement.

(3) The OAA and ITL periodically review the process to ensure continued alignment with university goals and the TEACH principles.

(E) Documentation and workflow.

(1) The faculty success technology platform (FSTP) system serves as the official platform for managing workflow and archiving documentation. Reviewees, reviewers, and chairs shall use FSTP to upload all required materials, including reports, narratives, reflections, and related correspondence.

(2) Department chairpersons and deans monitor completion through FSTP to ensure full participation and compliance. Aggregated data from FSTP may be shared with ITL to inform professional development initiatives, identify themes, and support programming aligned with faculty needs and institutional teaching goals.

(F) Implementation and support. The ITL serves as a resource to departments and faculty participants.

(G) Policy review. This policy shall be reviewed every five years.

(H) YSU shall not bargain peer evaluation policies. This policy applies, notwithstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
PEER EVALUATION OF FACULTY POLICY, 3356-10-27

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-78

3356-10-30 Tenure.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	TBD
Next Review:	2030

(A) Pre-tenure review process. Probationary faculty shall undergo a formal pre-tenure review in the fall of their third probationary year. If the faculty member is on an accelerated probationary track, the year in which pre-tenure review will take place shall be identified in consultation with the department chair/school director and the college dean and communicated in their letter of initial appointment.

(1) By September first: A completed application and supplementary evidence shall be submitted through faculty success technology platform (FSTP). An application submitted after eleven fifty-nine p.m. shall not be accepted.

(2) By October fifteenth: The department chair/school director shall convene and conduct a meeting with all tenured faculty within the department, at which point the faculty member under review will present information and respond to questions about their progress towards tenure. The tenured faculty members shall provide written formative comments on the candidate's progress towards tenure. Written comments may be anonymous.

If the department has fewer than three tenured faculty members to serve on a pre-tenure review committee, the department chair/school director, in consultation with the faculty member under review, shall identify other tenured faculty from a related discipline or department to fulfill the committee.

(3) By October thirty-first: The department chair/school director shall forward the faculty's written comments and their own separate comments concerning the candidate to the dean of the college.

(4) By November fifteenth: The dean shall add their comments.

(5) By December fifteenth: The candidate may add a statement of response at their discretion.

(B) Tenure and eligibility. At Youngstown state university (YSU), tenure with promotion to associate professor is a single application process. A terminal degree is required prior to application. An individual who applies for tenure with promotion must meet the tenure eligibility requirements, which are as follows:

(1) A faculty member must apply for tenure with promotion to associate professor during their sixth probationary year no later than September first, unless delayed beyond the sixth year for documented reasons outlined in paragraph (E) of this rule.

(2) If a faculty member has not applied for tenure with promotion to associate professor by September first of the sixth probationary year of faculty employment, they will be considered to be in their terminal year of employment unless delayed beyond the sixth year.

(3) A faculty member shall receive no more than one review for tenure with promotion to associate professor. Once an application for tenure with promotion to associate professor has been submitted, it cannot be withdrawn unless approved by the provost. In no case shall tenure with promotion to associate professor be granted or assumed without a tenure review.

(C) Guidelines for tenure with promotion. Each department shall have guidelines and/or a rubric that has been approved by the dean that defines expectations within the college. These guidelines and/or rubrics shall contain a description of the policies, practices, and criteria to be used in that college when determining qualifications and eligibility for tenure with promotion. The deans advisory council (DAC) shall conduct an annual review of the guidelines and/or rubrics and provide recommendations to the dean each spring semester. After the annual DAC review, the dean will notify all faculty members that the guidelines are available.

Section 3345.45 of the Revised Code specifies that commercialization may be one of the included pathways to tenure.

(D) Suitability for tenure with promotion (quality). The determination of the quality of an individual’s performance in the appropriate areas shall be based primarily upon the application, the contents of the official personnel file, and FSTP. The sole repository for application materials is the FSTP.

(E) Years toward tenure with promotion. The year in which the application for tenure with promotion is filed shall not be counted as a year of service in rank. Time

spent on leave with pay, including sabbaticals, faculty improvement leaves (FILs), maternity leave and parental leave, but excluding sick leave, paragraph (E)(1) of this rule, shall be counted. One year of service consists of two semesters of full-time employment during an academic year. Employment under summer teaching assignments shall not be included.

(1) No year during which the individual is on leave without pay or sick leave for one semester or more may count as a year of service toward tenure, nor may fractional years be added to make a full year.

(2) Faculty members on approved family medical leave of six to fifteen weeks in a semester during the tenure probationary period may elect an exclusion of one year of the countable years of service that constitute the probationary period upon electronic notice to the chair, with copies to the dean and provost. Normally, the probationary period shall not exceed seven years; however, in extraordinary cases, the probationary period may be extended by the provost.

(3) A year counted as a year of service toward tenure may be rendered under a full-time appointment at any earned rank, except term faculty. A faculty member who applies for and receives a tenure-track position may, at the time of appointment, negotiate up to two years of previous full-time faculty employment from another university to be counted toward years of service toward tenure with promotion to associate professor at YSU. Once previous full-time service credit toward tenure is negotiated/approved, the timeline for tenure is adjusted and will not be changed.

(F) Application for tenure with promotion.

September first: Last date for an applicant to apply.

(1) Applications received after eleven fifty-nine p.m. will not be considered.

(2) Once an application has been submitted, no addenda to the application will be received.

(G) Support materials. Materials relevant to the application shall be compiled and maintained by each faculty member in FSTP.

(H) Review process. All persons who review candidates for tenure with promotion to associate professor shall review the applicant’s application, official personnel file, and FSTP before making a decision or recommendation. Any committee member who does not review the candidate’s application and materials are prohibited from

voting. The university will award tenure with promotion to associate professor only to those who have demonstrated consistent evidence of quality performance and promise during the period based on the materials submitted for review. Awards shall be made in accordance with the criteria set out in departmental governance documents, college guidelines and/or rubrics, and provost criteria.

(I) Record of proceedings. Committees shall keep records of their proceedings on the appropriate section of the faculty application for tenure with promotion.

(J) Department review committee and department chair review. The department review committee (DRC) shall consist of three or more tenured faculty at the rank of associate professor or professor in the department. If the department has fewer than three appropriately qualified faculty members to serve as a DRC, the department chair/school director, in consultation with the faculty member under review, shall identify another tenured faculty from a related discipline or department to fulfill the committee.

(1) By close of business on September fifteenth: The DRC shall convene and elect a DRC chair. Administrators, and current candidates for tenure with promotion may not serve on the DRC. The DRC shall review the college guidelines and/or rubric, the department's "statement of normally expected activities and expectations for progress toward tenure with promotion," and the provost criteria.

(2) By close of business on October fifth: The DRC will require each candidate to present information and to answer questions regarding their tenure with promotion candidacy. All presentations shall be completed before the recommendation vote. The department chair may observe, but may not participate in, the proceedings and shall withdraw prior to the formulation of any recommendations.

Faculty shall vote via secret ballot on all applications. The secret ballots for assistant professors applying for tenure with promotion to associate professor will provide the following options:

(a) Support tenure and promotion.

(b) Oppose tenure and promotion.

(c) Abstain from vote or decline to respond.

Completed secret ballots shall be submitted to and counted by the department chair/school director with at least two witnesses.

Administrative support personnel and faculty members are appropriate witnesses. Additionally, the DRC shall forward its recommendations to the department chair.

(3) By close of business on October fifteenth: The department chair will inform the candidate, chief human resources officer (CHRO) or designee, and the dean of the results of the vote (detailing the number of DRC members) who supported, opposed, and abstained/declined to respond. The department chair/school director shall submit all information in the FSTP to forward to the college review committee (CRC). A candidate who is not recommended may meet with the chair of the DRC and/or the department chair to discuss reasons why the DRC and/or department chair did not recommend the candidate. This must occur within fifteen days of notification but no later than five p.m. October thirtieth. Notification will occur outside of the FSTP.

(K) College review committee. There shall be a CRC in each undergraduate college. The CRC shall include between four and seven full-time tenured faculty members at the rank of associate professor or professor who have served a minimum of one complete year at their current rank. Candidates for tenure with promotion shall be ineligible to serve on the CRC. The CRC members may serve no more than two consecutive one-year terms. The number of members is to be decided by the dean in consultation with the DAC.

The election of the CRC shall be managed by the dean. Probationary faculty, tenured faculty, term faculty and chairs may vote for the CRC members.

(1) By November first: Each dean will send a list of the CRC members to human resources. The dean of the college will convene the first meeting of the CRC. At this meeting, the CRC will select its chair. The naming of the chair must occur by November first.

(2) The dean shall attend the CRC meetings as an observer but shall withdraw prior to the formulation of any recommendations. The CRC will employ the college guidelines and/or rubric, the department's "statement of normally expected activities and expectations for progress toward tenure with promotion," and the provost criteria when evaluating candidates. Each candidate has the right to speak to the CRC on their own behalf. The CRC may seek further input from the DRC chair, the department chair/school director, and other faculty members as it deems appropriate.

(3) By November thirtieth: The CRC chair will forward the recommendation

of the CRC to the candidate, the dean, the department chair/school director, the chair of each DRC within the respective college, the CHRO or their designee, and the association president. Candidates who are not recommended may meet with the chair of the CRC within fifteen days of notification to discuss the reason for the recommendation. Notification will occur outside of the FSTP.

(4) By December tenth: The dean will submit their recommendation to the provost and CHRO or their designee. The dean notifies the candidate and association president of their recommendation. Candidates who are not recommended may meet with the dean within fifteen days of notification to discuss the reason for the recommendation.

Prior to the provost rendering a decision on tenure, the provost shall consult with the board of trustees at their December meeting. The chief human resources officer will prepare and submit a summary of all personnel actions for tenure with promotion to the university affairs committee at the following March board of trustees meeting.

(5) January tenth: The provost will render a decision and inform the candidate, the dean, the chair, and the association president. Tenure with promotion decisions will be effective in the next academic year.

(L) Appeal. An individual who has been denied tenure with promotion after being recommended at any level may file a written appeal with the provost after receipt of notice of denial by the provost, but no later than January twenty-fifth.

(1) Upon receipt of the appeals request, a five-member review committee shall be formed. The committee shall be comprised of two representatives appointed by the provost, two representatives appointed by the president of the association, and a fifth member selected by the appointees to serve as chair. Committee members may not be from the appellant's academic department. The committee will be formed by February twentieth.

(2) The faculty member has the right to submit to the appeal committee a written rebuttal of the recommendations at any level (e.g., DRC, chair, CRC, etc.). The committee shall employ the college guidelines and/or rubric, the department's "statement of normally expected activities and expectations for progress toward tenure with promotion," and the provost criteria when evaluating candidates. In addition, the committee shall meet with the appellant, appropriate representatives of the association, and any other persons it deems appropriate and shall submit a recommendation to

the president of the university with copies to the appellant, the president of the association, dean, chair and provost by March tenth. Should the appeals panel fail to submit a recommendation within the prescribed deadline, the provost's decision shall stand.

(3) The president will notify the appellant, the department chair/school director, college dean, and the association of the final decision by March twentieth. The president's decision shall be final and binding on the administration, the association, and the appellant. However, a faculty member who believes that the procedures described in this policy have not been followed may file a grievance under the provisions of the current YSU/YSU-OEA collective bargaining agreement.

(M) Disposition of tenure with promotion application documents. The completed tenure with promotion with all recommendations shall be stored in FSTP and the provost's final recommendation letter shall be deposited in the candidate's official personnel file at the conclusion of the process.

(N) Terminal year. A candidate who is denied tenure with promotion may request up to one academic year at the same salary as the preceding academic year, provided that the tenured faculty members in the department have voted to approve the recommendation of a terminal year contract. If recommended by the tenured faculty, the chair shall forward the tenured faculty recommendation with their recommendation to the dean, who shall then forward their recommendation along with the faculty and chair recommendation to the provost, who will make the final decision. An individual who believes the procedures of this policy have been violated may file a grievance under the provisions of the current YSU/YSU-OEA collective bargaining agreement.

(O) YSU shall not bargain tenure policies. This policy applies, not withstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

(P) This policy is adopted by the Board of Trustees pursuant to ORC Section 3345.455 and per the directive of the Chancellor of the Ohio Department of Higher Education. This policy becomes effective upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
TENURE POLICY, 3356-10-30

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-

TO BE RESCINDED

3356-1-02 Faculty tenure.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Office of Academic Affairs
Revision History:	March 2019
Board Committee:	Academic Excellence and Student Success
Effective Date:	**March 7, 2024**
Next Review:	2029

(A) Policy statement. Section 3345.45 of the Revised Code permits the board of trustees of each state university to review its policy on faculty tenure and update it to promote excellence in instruction (teaching), research, service, commercialization, or any combination of those areas. The law specifies that commercialization may be one of the included pathways to tenure. The following are examples of commercialization:

(1) Creation of intellectual property.

(2) Protection of the intellectual property.

(3) Marketing of the intellectual property.

(4) Licensing of the intellectual property.

(5) Manufacturing a product based on the license.

(6) Sale of the technology covered by the license.

(B) Purpose. To be in compliance with section 3345.45 of the Revised Code, the board of trustees is ensuring that commercialization is included as one of the areas for faculty to emphasize as a pathway to tenure.

(C) Procedures. The tenure process is governed by the collective bargaining agreement between Youngstown state university and the Youngstown state university chapter of the Ohio education association and the policies of Youngstown state university board of trustees.

(1) In granting tenure to eligible faculty, Youngstown state university recognizes and promotes excellence in instruction (teaching), research, service, commercialization or any combination thereof.

(2) Faculty are evaluated in the areas of instruction (teaching), service, and scholarship, which may include commercialization activities.

(3) Prior to the provost rendering a decision on tenure, the provost shall consult with the board of trustees at their December meeting.

(4) The chief human resources officer will prepare and submit a summary of all personnel actions for tenure with promotion to the university affairs committee at the following March board of trustees meeting.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND FACULTY TENURE POLICY, 3356-01-02

WHEREAS, University 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 rescind the University Policy stated above upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

Board of Trustees Meeting
December 11, 2025
YR 2026-

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO ACKNOWLEDGE TENURE APPLICANTS

WHEREAS, tenure policy (3356-10-30) requires that prior to the provost rendering a decision on tenure, the provost shall notify the board of trustees about the candidates during the December meeting; and

WHEREAS, the university will award tenure with promotion to associate professor only to those who have demonstrated consistent evidence of quality performance and promise during the period based on the materials submitted for review; and

WHEREAS, awards shall be made in accordance with the criteria set out in departmental governance documents, college guidelines and/or rubrics, and provost criteria;

WHEREAS, after sharing the candidates with the Board of Trustees as a discussion item, the provost will render a decision and inform the candidate, the dean, the chair, and the association president by January 10.

NOW, THEREFORE, BE IT RESOLVED, the provost's intent to consider tenure for the three individuals who applied.

Board of Trustees Meeting
December 11, 2025
YR 2026-79

3356-10-31 Faculty post-tenure review policy.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Purpose. The purpose of this post-tenure review policy is to provide the due process framework for a timely and fair review and determination of administrative action regarding tenured faculty members who have demonstrated a pattern of performance falling below established institutional standards, ensuring accountability and maintenance of Youngstown state university's commitment to excellence in teaching, scholarship, service, and other areas evaluated during the annual performance evaluation.

(B) Conditions requiring a post-tenure review.

(1) If a tenured faculty member receives a rating of "does not meet performance expectations" within the same evaluative category for two of three consecutive years on their annual faculty performance evaluation, the tenured faculty member shall undergo a post-tenure review in the year following the second "does not meet expectations" rating.

Any faculty member who maintains tenure after a post-tenure review yet receives an additional "does not meet performance expectations" assessment on any area of the faculty member's annual performance evaluation in the subsequent two years, will be required to undergo an additional post-tenure review.

(2) The department chairperson, dean, or provost may require an immediate and for cause post-tenure review at any time for a faculty member who has a documented and sustained record of

significant underperformance outside of the faculty member's annual performance evaluation. For this purpose, cause shall not be based on a faculty member's allowable expression of academic freedom as defined by the university or Ohio law.

(C) Procedure.

(1) The post-tenure review shall be focused solely on the documented area(s) of underperformance that triggered the review, specifically:

(a) The evaluative category or categories in which the faculty member received a rating of "does not meet performance expectations" that initiated the review, either for two of the past three consecutive years or in the two years after a prior post-tenure review.

(b) The specific, documented, and sustained record of significant underperformance outside of the faculty member's annual performance evaluation that prompted an immediate or for cause review.

(2) The university's post-tenure review due process period, from beginning to end, shall not exceed six months, except that a one-time two-month extension may be granted by the university's president.

(3) The timeline of the post-tenure review due process period is as follows. All timeframes below (i.e., the due-process clock) refer to the time since the faculty member was sent the email notification (hereafter "the notification") of the need for the post-tenure review process.

(a) The due process clock begins upon the faculty member's receipt of a final performance evaluation assessment that meets the criteria in paragraph (B)(1) of this rule or upon documented notice to the faculty member by the department chairperson, dean, or provost, per paragraph (B)(2) of this rule.

Any appeal of the final annual performance evaluation assessment is concurrent to the post-tenure evaluation timeline.

(b) Within thirty days of the notification, the post-tenure review committee shall be formed, consisting of their college dean, their chair, and one additional chair.

(c) Also within thirty days of the notification, the faculty member being reviewed may inform their college dean of the names of up to two faculty members of their choosing that they intend to invite to provide testimonial on their behalf either within the documentation submitted and/or when they present their case in a formal review.

(d) Within forty-five days of the notification, the faculty member shall submit documentation relevant only to the specific area(s) under review. The committee considers institutional documentation, which shall include the annual evaluations and performance plans outlined by the chair and/or dean from these annual evaluations.

(e) Within seventy-five days of the notification, the post-tenure review committee conducts a thorough audit or examination of the materials and provides the faculty member with the opportunity to present their case in a formal interview.

(f) Within ninety days of the notification, the post-tenure review committee submits its findings and a recommended administrative action to the provost. The committee may recommend censure, remedial training, removal of tenure status, conversion of status from tenured to non-tenure track with pay commensurate with such status, suspension with or without pay, or for cause termination, regardless of tenure status.

(g) Within one hundred fifteen days of the notification, the provost reviews the committee's findings and issues the final determination.

(h) Appeals. If the final determination of the provost results in an administrative action, per paragraph (C)(3)(e) of this rule, the tenured faculty member may submit a notice of appeal within ten days of receiving the final determination.

Within one hundred fifty days of the notification, the appeal is heard by the university president, who issues a final and binding institutional decision on the administrative action.

(D) Policy review cycle. The provost's office is responsible for this policy. This policy will be reviewed every five years.

(E) YSU shall not bargain post-tenure policies. This policy applies, notwithstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
FACULTY POST-TENURE REVIEW POLICY, 3356-10-31

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-80

3356-10-28 Retrenchment policy.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Purpose. Retrenchment is a process by which a state institution of higher education reduces programs or services, thus resulting in a temporary suspension or permanent separation of one or more institution faculty, to account for a reduction in student population or overall funding, a change to institutional missions or programs, fiscal pressures or emergencies facing the institution, or other pertinent factors. This policy establishes Youngstown state university's (YSU's) procedures for faculty retrenchment.

(B) Scope. This policy applies to all YSU employees holding any type of full-time faculty position across all university campuses and academic units. YSU shall not bargain retrenchment policies except for faculty members, who, at the time of any retrenchment determination, have at least thirty but not more than thirty-five years of service in one of Ohio's state retirement systems. This limitation applies notwithstanding any contrary provision in a collective bargaining agreement entered into on or after the effective date of section 3345.456 of the Revised Code.

An employee who receives notification from YSU that their position has been selected for retrenchment, and who has at least thirty but less than thirty-five years of service in a state retirement system (as of the date on which they received the notification), shall be exempt from retrenchment under this policy until such time as they have thirty-five years of service in a state retirement system. An employee who determines they are exempt from retrenchment pursuant to this section shall, within fifteen days after receiving notice that their position has been selected for retrenchment, furnish the chief human resource officer written verification from the state retirement system documenting all applicable/relevant service with less than thirty years of service or greater than thirty-five years of service. Program discontinuance decisions may independently lead to retrenchment under this policy.

(C) Process.

(1) Administration will review overall staffing needs and will determine if retrenchment is necessary based on one or more of the circumstances listed below in the sole discretion of the university.

(a) Financial exigency, defined as financial problems that threaten the college, department, program or major's ability to maintain its operations at an acceptable level of quality.

(b) Significant reduction in enrollment or student credit hours or graduation rates, or decrease in student-to-faculty ratio, or major, or any single factor or any combination thereof.

(c) Modification, elimination, suspension, or reorganization of a college, department, program or major that reduces the need for bargaining unit faculty.

(d) Action by the Ohio department of higher education (ODHE) or Ohio general assembly which results in the need for YSU to implement retrenchment.

(e) Situations requiring reallocation of university resources.

(f) Aligning YSU operations with strategic objectives.

(g) Administrative decision to execute an operational change.

(h) Other pertinent factors.

If administration determines that retrenchment is necessary, administration, through the provost, will provide written notification to the YSU chapter of the Ohio education association and any full-time faculty member who is to be retrenched by January 31. The notification from the provost shall further advise the faculty member that the reason for their retrenchment is not due to dissatisfaction with their services. Circumstances leading to the decision to retrench shall be shared by the administration to the campus community prior to the faculty receiving a retrenchment notice.

(2) If retrenchment will affect fewer than all faculty positions in a given unit, YSU will retain those faculty who are best qualified to

meet programmatic, curricular, and institutional needs, in the determination of the provost. There is no priority based on faculty classification, seniority, and/or rank. Administration may retain specific faculty members regardless of appointment type, rank, or seniority.

Considerations may include but are not limited to:

(a) Having specialized credentials necessary to perform the assigned responsibilities and/or teach a course or courses essential to the designated major(s).

(b) Having expertise in a scholarly area that is necessary to perform the assigned responsibilities and/or teach a course or courses essential to a designated major(s).

(c) Having demonstrated competence that is necessary for the continued accreditation of a major.

(3) When a major is discontinued, decisions regarding faculty workload and staffing for remaining course offerings will be based on curricular needs, faculty qualifications, enrollment patterns, and the overall resource needs of the department and college.

(a) When feasible, and when it aligns with departmental and institutional priorities, full-time faculty who are qualified to teach the remaining courses will be considered for assignment to those courses before part-time instructors are utilized. This consideration does not guarantee continued full-time employment nor create an entitlement to a minimum number of workload hours.

(b) Final decisions regarding faculty assignments and staffing levels remain at the discretion of the dean and provost, based on the academic, financial, and operational needs of the university.

(4) For purposes of retrenchment, a full-time faculty member appointed in two or more programs shall be considered a member of the home major in which they teach the majority of their classes. A cross-appointed faculty member discontinued through retrenchment in the home program may be considered for

relocation to another program in which they hold appointment based on that program's need and the faculty member's qualifications.

(5) Faculty members who have been placed on a retrenchment list may apply for other posted faculty positions for which they are fully qualified. Post-doctoral faculty will not be retrenched so long as funding continues to be available and is one hundred percent external.

(6) Any position that is vacant or becomes vacant for whatever reasons is considered closed and may not be filled unless it is justified and approved as new.

(7) Upon notification of retrenchment, faculty members will no longer have voting power when it comes to department governance, including but not limited to department chair/school director nominations, tenure and promotion, and all curricular matters that are related to the next academic year, as these decisions involve moving forward without their continued service.

(D) Prohibited factors. In making retrenchment determinations, protected speech is prohibited from consideration.

(E) Nothing in this policy limits YSU's obligations under division (C) of section 3345.454 of the Revised Code to eliminate undergraduate degree programs that average fewer than five degrees annually over any three-year period, unless the chancellor grants a waiver.

(F) Policy review cycle. The office of academic affairs is responsible for this policy. At a minimum, this policy will be reviewed every five years.

(G) This policy is adopted by the Board of Trustees pursuant to ORC Section 3345.455 and per the directive of the Chancellor of the Ohio Department of Higher Education. This policy becomes effective upon the earlier of (1) the ratification or adoption of a new collective bargaining agreement replacing the Agreement between Youngstown State University and the Youngstown State University Chapter of The Ohio Education Association, 2023-2026 or (2) the commencement of conciliation proceedings during such negotiations.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
RETRENCHMENT POLICY, 3356-10-28

WHEREAS, University 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 the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-81

Policy Title:	Teaching Assignments
Policy Number:	10-C-06
Responsible Division:	OAA
Responsible Officer:	Provost
Revision History:	December 2025
Effective Date:	2030-2031 Academic Year

This OAA policy recognizes that the Ohio Budget Bill amends Section 3345.382 of the Ohio Revised Code; and that this amendment requires the board of trustees of state institutions of higher education, including Youngstown State University, to adopt a resolution specifying the conditions under which the state institution's president or designee may exempt a student from taking a course with not fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(0)(3); and

Youngstown State University's president or designee may exempt a student from taking a course with not fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(0)(3) under the following conditions: the student requests an exemption, and the student has previously completed a course that included the study of the documents described in Ohio Revised Code Section 3345.382(8)(1) to (7).

This policy also recognizes that this OAA policy does not apply after the 2030-2031 academic year.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
AMERICAN CIVICS EXEMPTIONS POLICY, 10-C-06

Specifying the Conditions Under Which the University's President or Designee May, Pursuant to Ohio Revised Code Section 3345.382(0)(3), Exempt a Student From Taking the University's Course in the Subject Area of American Civic Literacy

WHEREAS, On September 17, 2025, Youngstown State University's Board of Trustees adopted Resolution "Related to Fulfilling the Requirements of ORC 3345.382 Regarding the American Civic Literacy Course Requirement;" and

WHEREAS, On June 30, 2025, Governor DeWine signed House Bill 96 (HB 96), also known as the Fiscal Year 2026-2027 state operating budget (Budget Bill); and

WHEREAS, Certain provisions in the Budget Bill go into effect on September 30, 2025; and

WHEREAS, The Budget Bill amends Section 3345.382 of the Ohio Revised Code; and

WHEREAS, The amendment to Ohio Revised Code Section 3345.382 requires the board of trustees of state institutions of higher education, including Youngstown State University, to adopt a resolution specifying the conditions under which the state institution's president or designee may exempt a student from taking a course with not fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(0)(3); and

WHEREAS, Youngstown State University's president or designee may exempt a student from taking a course with not fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(0)(3) under the following conditions: the student requests an exemption, and the student has previously completed a course that included the study of the documents described in Ohio Revised Code Section 3345.382(8)(1) to (7).

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of Youngstown State University does hereby approve the above-described conditions under which Youngstown State University's president or designee may exempt a student from taking a course with not fewer than three credit hours in the subject of American civic literacy under Ohio Revised Code Section 3345.382(0)(3).

Board of Trustees Meeting
December 11, 2025
YR 2026-82

3356-10-26 Syllabus requirements.

Responsible Division/Office:	Office of Academic Affairs
Responsible Officer:	Provost and Vice President for Academic Affairs
Revision History:	December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	December 2030

(A) Purpose. This policy ensures compliance with section 3345.029 of the Revised Code, which requires each state institution of higher education to make syllabi for undergraduate courses publicly available. In addition, this policy establishes the criteria for standard syllabi requirements across the institution.

(B) Definition. "Course syllabus" – a document that outlines a course's content, structure, and expectations. It includes information about the instructor, a course description, learning objectives, a schedule of topics and assignments, required materials, resources, grading policies, and any other information pertinent to completing the course in the appropriate template.

For purposes of this policy, there are two required versions of the same syllabus:

(1) The version required by section 3345.029 of the Revised Code (state syllabus), and

(2) The version required by YSU (YSU syllabus).

(C) State syllabus requirements. Beginning fall 2026, a state syllabus template created by the office of academic affairs will be distributed to all faculty. All faculty members teaching undergraduate courses will be required to use both the template and the process instituted by the office of academic affairs. All state syllabi shall be posted publicly on the YSU website. College credit plus (CCP) courses delivered in secondary schools and taught by a high school teacher are exempt from the state syllabus requirement portion of this policy.

(1) Per section 3345.029 of the Revised Code, all undergraduate syllabi for courses currently being taught will be available on a publicly accessible website that shall:

(a) Be open to the public without requiring user registration of any kind;

(b) Be accessible by link or download within no more than three links; and

(c) Be searchable by keyword or phrase.

Syllabi posted publicly shall not include class meeting times or locations.

(2) The required state syllabus template provided by YSU's office of academic affairs will, at minimum, include:

(a) The name of the course instructor;

(b) A course calendar outlining materials and topics and the timeline in which they will be covered;

(c) A list of any required and/or recommended readings;

(d) The instructor's contact information; and

(e) The instructor's professional qualifications including degree(s), area(s), institution(s), and date(s).

(3) As required by section 3345.029 of the Revised Code:

(a) Any syllabus posted under this policy shall remain posted for not less than two years after it was first posted.

(b) For any syllabus no longer used, the course instructor shall, upon request, make that syllabus available for not less than two years after it was first posted.

(c) To the extent practicable, YSU shall ensure that the most recently updated syllabus for each undergraduate course it offers for college credit is posted in accordance with this section.

(D) YSU syllabus requirements. Beginning in spring 2026, all faculty members at YSU will be required to use a standardized syllabus format for all courses. No other syllabus or format can be used to replace or substitute for this syllabus. The YSU syllabus template will be made available through the university's syllabus management system. All faculty members shall post a YSU syllabus within the designated course shell on YSU's official learning management system (LMS) for each course offered.

(E) Timeline for both state and YSU syllabus. Starting fall 2026, all syllabi must be entered in YSU's syllabus management system not less than five business days before the start of the semester so that chairs/school directors can approve and have them posted to the publicly accessible site no later than the first day of classes for each semester or academic term in which the course is offered.

(F) Implementation and oversight. In accordance with section 3345.029 of the Revised Code, a syllabus compliance administrator (SCA) shall be designated to oversee implementation and to submit a compliance report to the chancellor of higher education.

(G) Policy review and compliance. All faculty are required to comply with this policy. This policy shall be reviewed every five years to ensure continued compliance with state law and institutional standards.

(H) YSU shall not bargain syllabus policies. This policy applies, not withstanding, any contrary provision in a collective bargaining agreement entered into on or after the statute's effective date.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE SYLLABUS REQUIREMENTS POLICY, 3356-10-26

WHEREAS, Ohio Revised Code (ORC) Section 3345.029 (June 27, 2025) established expectations of institutions of higher education on many matters pertaining syllabus requirements; and

WHEREAS, beginning in the 2026-2027 academic year, each state institution of higher education shall make a syllabus for each undergraduate course it offers for college credit publicly available by ensuring that each course instructor posts a course syllabus on a publicly accessible web site; or by posting a course syllabus for each course on the institution's publicly accessible web site;

WHEREAS, ORC 3345.029 stipulates the required course syllabus content and posting requirements;

WHEREAS, Each state institution shall designate an administrator to implement the institution's responsibilities under section 3345.029; and prepare a written report regarding its compliance with the requirements under section 3345.029 for the chancellor of higher education in accordance with guidelines established under section 3345.0219 of the Revised Code;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the creation of the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-83

3356-10-10 Academic senate.

Responsible Division/Office:	Academic Affairs
Responsible Officer:	Provost and VP of Academic Affairs
Revision History:	October 1998; October 2010; December 2015; December 2020; December 2025
Board Committee:	Academic Excellence and Student Success
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Under authority delegated to the academic senate of Youngstown state university by the board of trustees, "In recognition of the essential role of the faculty in the development of policies concerning the academic functions and activities of the university, it is appropriate for the senate to provide advice regarding the development of new policies, or changes in existing policies, integral and essential to the academic functions and activities of the university." (See "Academic Senate Charter Preamble.")

Per rule 3356-10-25 of the Administrative Code, "Curricular approval policy," policies involving academic programs, curricula, courses, general education requirements, degree programs, and organization units, including schools, colleges, institutes, departments, and centers will be reviewed by the provost and if recommended, presented to the board of trustees for approval.

(B) Purpose. To acknowledge the academic senate as an integral part of the governance structure of the university and to recognize the essential role and responsibility of the faculty.

(C) Parameters. The academic senate establishes bylaws for its own operation, which are consistent with its charter and the mission of the university.

(D) Procedures.

(1) Operating procedures for the academic senate are found in the charter of the academic senate and bylaws of the academic senate.

(2) Amendments to the charter of the academic senate, passed in accordance with relevant articles within the charter, are presented to the president, or designee, and the board of trustees for action.

(3) Amendments to the bylaws of the academic senate, which are recommended by the academic senate, are forwarded to the provost and, if recommended, presented at a regular meeting of the board of trustees.

(4) Copies of the charter of the academic senate and the current bylaws are available on the university’s academic senate website.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY ACADEMIC SENATE POLICY, 3356-10-10

WHEREAS, Ohio Revised Code (ORC) Section 3345.457 (September 30, 2025) established expectations of institutions of higher education on many matters pertaining to the operations of such institutions; and

WHEREAS, Youngstown State University is such an institution in the State of Ohio as described in ORC 3345.457; and

WHEREAS, ORC 3345.457 stipulates the Board of Trustees of each state institution of higher education has ultimate authority to establish new academic programs, schools, colleges, institutes, departments, and centers at the institution. Notwithstanding anything in section 3333.0420 of the Revised Code to the contrary, the board of trustees may not delegate the board's authority to adopt a curricular approval process under this section or to approve or reject academic programs; and

WHEREAS, the Board of Trustees shall grant the faculty senate, or comparable representative body, the opportunity to provide advice, feedback, and recommendations on the establishment and modification of academic programs, curricula, courses, general education requirements, and degree programs; and clarify that all feedback and recommendations by the faculty senate, or comparable representative body, is advisory in nature; and retain the board's final, overriding authority to approve or reject any establishment or modification of academic programs, curricula, courses, general education requirements, and degree programs;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-84

YOUNGSTOWN STATE UNIVERSITY
Office of Academic Affairs

Type of Change	Course	Senate Action Date	Explanation
New course	CCET 3790: Drone Use in Engineering Technology	10/1/25	Drone use in engineering technology is increasing exponentially.
New course	CCET 4840: Advanced Hydrology	10/1/25	Course builds on the foundation gained in CCET 3724 and was developed based upon suggestion of CCET Industrial Advisory Board (IAB) of ETAC-ABET.
New course	CCET 4895: Independent Engineering Technology Project	10/1/25	Independent Study course added to differentiate it from CCET 4890, which is a special topics course.
New course	HIST 4800: Topics	10/1/25	This Topics course replaces multiple "Select Problems" courses with one course. Replacement reflects program efficiency and allows greater flexibility in content offering.

Type of Change	Course	Senate Action Date	Explanation
Deletion	CCET 3705: Computing for Engineers	10/1/25	Subject material provided in another course in AAS program.
Deletion	HIST 3715: Introduction to Historic Preservation	10/1/25	Deleted due to certificate deactivation.
Deletion	HIST 3743: Labor in United States History	10/1/25	Department lacks faculty to teach subject matter.
Deletion	HIST 3796: Genocide and Mass Murder	10/1/25	Department does not plan to offer course in future.
Deletion	HIST 3798: Middle East 2: The Modern Period	10/1/25	Department lacks faculty to teach subject matter.
Deletion	HIST 4808: Oral Communication Projects in History	10/1/25	Department lacks faculty to teach subject matter.
Deletion	HISt 4840: Oral History	10/1/25	Department lacks faculty to teach subject matter.
Deletion	ALCS 4821: Internship in Gerontology	11/5/25	Deleted due to program deactivation.
Deletion	GERO 4850: Research Methods	11/5/25	Deleted due to program deactivation.
Deletion	HIST 3723: History of American Sports	11/5/25	Department does not plan to offer course in future.
Deletion	HIST 3799: Lessons of the Holocaust from the US Holocaust Memorial Museum	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 1500: Introduction to Hospitality Industry	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 2603: Hospitality Managerial Accounting 1	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 2610: Organization and Management	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 2622: Hotel Management	11/5/25	Deleted due to program deactivation.
Deletion	HMGT2691: Hospitality Cooperative Work Experience	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 3719: Facilities Management	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 3725: Food and Beverage Management	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 3734: Front Office Operation	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 3745: Hospitality Marketing and Sales	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 4804: Hospitality Industry Law and Ethics	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 4846: Event Management	11/5/25	Deleted due to program deactivation.
Deletion	HMGT 4896: Hospitality Operations Management	11/5/25	Deleted due to program deactivation.
Deletion	JUDC 4861: Select Topics in Jewish History	11/5/25	Deleted due to program deactivation.

Deletion	JUDC 4871: Directed Readings in Jewish Studies	11/5/25	Deleted due to program deactivation.
Deletion	MLT 2603: Immunohematology Laboratory 2	11/5/25	Course replaced with correct designation: MLT 2603L.
Deletion	MRCH 1506: Clothing and Image Development	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 1508: Apparel Production	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 1510: Apparel Evaluation	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 2625: The World of Fashion	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 2650: Careers in Merchandising Fashion & Interiors	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 2661: Fundamentals of Interior Design	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 2663: Materials and Methods	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3705: Fashion Textiles	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3710: Special Topics in Merchandising Fashion & Interiors	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3713: Merchandise Buying	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3715: Fashion Promotion and Fashion Show Production	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3720: Fashion and Wearable Technology	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3730: Social Psychology of Clothing and Appearance	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3740L: Computer Applications for Textiles & Apparel Lab	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3742: Applied Textile Lab	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3745: Product Line Development	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3760: Visual Merchandising	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3764: Family Housing and Technology	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 3795: Fashion Industry Tour	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 4836: Internship in Merchandising Fashion & Interiors	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 4870: Global Fashion Economy	11/5/25	Deleted due to program deactivation.
Deletion	MRCH 4879: History of Furnishings and Interiors	11/5/25	Deleted due to program deactivation.
Deletion	RESC 3731: Respiratory Care Management	11/5/25	Course no longer utilized and was replaced with RESC 4867.
Deletion	PHYT 8906: Critical Inquiry 1	10/22/25	Department does not plan to offer course in future.
Deletion	MPH 6997: MPH Capstone Project	10/22/25	Department does not plan to offer course in future.
Deletion	MPH 6997C: MPH CE Capstone Project	10/22/25	Course deactivation.
Deletion	HIST 5806: American Architectural History 1	10/22/25	Deleted due to program deactivation.

Deletion	HIST 5807: American Architectural History 2	10/22/25	Deleted due to program deactivation.
Deletion	HIST 5810: Conservation of the Historic Built Environment	10/22/25	Deleted due to program deactivation.
Deletion	PHYT 8990: Graduate Research in Health Sciences	10/22/25	Department does not plan to offer course in future.
Deletion	PHYT 8962: Mentored Instruction	10/22/25	Department does not plan to offer course in future.
Deletion	PHYT 8970: Scientific Writing in Health Sciences	10/22/25	Department does not plan to offer course in future.
Deletion	HIST 5808: American Architectural History	10/22/25	Deleted due to program deactivation.
Deletion	CHEM 6976: Teaching Practicum in General Chemistry	10/22/25	Department does not plan to offer course in future.
Deletion	CHEM 6978: Teaching Practicum in Organic Chemistry	10/22/25	Department does not plan to offer course in future.
Deletion	CHEM 6979: Teaching Practicum for Chemistry in Modern Living Lab	10/22/25	Department does not plan to offer course in future.
Deletion	GERO 7090: Field Practicum	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094: Selected Topics	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094A: Selected Topics in Gerontology Dementia	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094B: ST Health Promotion and Aging	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094C: Selected Topics in Gerontology Directed Readings	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094D: Selected Topics Individual Research	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094E: Selected Topics Professional Development in Aging	10/22/25	Deleted due to program deactivation.
Deletion	GERO 7094G: Selected Topics Professional Development	10/22/25	Deleted due to program deactivation.
Deletion	NURS 6907: Health Assessment of School Children	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 6920: Special Topics	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7004: Role Development Practicum	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7006: Special Topics in Nursing	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7012: Anesthesia Principles 4	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7014: Health Management in Schools	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7016: School Nurse Role	10/22/25	Department does not plan to offer course in future.
Deletion	NURS 7017: School Nurse Role Practicum	10/22/25	Department does not plan to offer course in future.

Deletion	MRCH 5875: Directed Individual Study in Merchandising Fashion & Interiors	10/22/25	Department does not plan to offer course in future.
Deletion	MRCH 5895: International Studies in Merchandising Fashion & Interiors	10/22/25	Department does not plan to offer course in future.
Deletion	CHEM 6977: Teaching Practicum in Chemistry for Allied Health Sciences Lab.	10/22/25	Department does not plan to offer course in future.

YOUNGSTOWN STATE UNIVERSITY
Office of Academic Affairs

Type of Change	Course	Senate Action Date	Explanation
Prereq Change	CHEN 4860: Chemical Engineering Process Safety Management	10/1/25	This is a correction (wrong pre-req displayed on course).
Prereq Change	CSIS 1595: Fundamentals of Programming and Problem-Solving 1	10/1/25	Modification of pre-req to include co-req versions of Math 1510 and Math 1511.
Prereq Change	ECEN 2632: Basic Circuit Theory 1	10/1/25	Changed requirement so students must take lab with lecture course.
Prereq Change	ECEN 2633: Basic Circuit Theory 2	10/1/25	Changed requirement so students must take lab with lecture course.
Prereq Change	HIST 4809: Documentation and Interpretation of Historic Sites	10/1/25	Removed pre-req; course now has no pre-reqs.
Prereq Change	HIST 4811: Practicum in Historic Preservation	10/1/25	Removed pre-req; course now has no pre-reqs.
Prereq Change	HIST 4811C: CE Practicum Historic Preservation	10/1/25	Removed pre-req; course now has no pre-reqs.
Prereq Change	HIST 4812: Historic Preservation Internship	10/1/25	Removed pre-req; course now has no pre-reqs.
Prereq Change	HIST 4812C: CE Historic Preservation Internship	10/1/25	Removed pre-req; course now has no pre-reqs.
Prereq Change	HIST 4813: History Program Internship	10/1/25	Grade mode changed to traditional from credit/no credit. Changed from variable credit to 3 CH.
Prereq Change	PHYS 3703: Classical Mechanics and Dynamics	10/1/25	Updated math pre-req to include MATH 3705H.
Prereq Change	PHYS 3704: Modern Physics	10/1/25	Updated math pre-req to include MATH 2673H.
Prereq Change	PHYS 3705: Thermodynamics and Classical Statistical Mechanics	10/1/25	Updated math pre-req to include MATH 2673H.
Prereq Change	PHYS 3741: Electromagnetic Field Theory 1	10/1/25	Updated math pre-req to include MATH 3705H.
Prereq Change	PHYS 3750: Mathematical Physics	10/1/25	Updated math pre-req to include MATH 3705H.
Prereq Change	MATH 4847: Introduction to Applied Mathematics	11/5/25	Updated pre-req to better support student success in the course.
Prereq Change	NURS 2647: Pathophysiology and Pharmacology for Nursing Practice	11/5/25	NURS 2620 and NURS 2620L added.
Change in Hours	CCET 2614L: Materials Laboratory 1	10/1/25	Lowered credit hours for MET students, who will only take first eight weeks.

Change in Hours	CCET 4890: Special Topics in Civil and Construction Engineering Technology	10/1/25	Changed from variable to fixed credit hours.
Change in Hours	MET 4890: Special Topics in Mechanical Engineering Technology	10/1/25	Changed from variable to fixed credit hours. Course type changed to lecture.
Description Change	HIST 4859: Museum Curation and Interpretation	10/1/25	Course description reworded to allow a broader range of museum-related content and activities.
Description Change	ECEN 3710: Signals and Systems	11/5/25	Per ABET program criteria, description was changed to include probability and statistical applications in electrical engineering.
HEI Change	MATH 1500: Mathematics Support	10/1/25	Name, description, and hours changed to better meet needs of students in a variety of math courses.
Title and Description Change	EDAD 6905: Responsive Teaching and Ethical Leadership	10/22/25	Change of course title and description.
Change in hours	EDAD 7022B: Clinical Experience. The Principlaship-Elementary (E)	10/22/25	Change of course hours from variable to fixed (1).
Change in maximum hours	EDAD 7050B: Clinical Experience. Superintendency	10/22/25	Added maximum hours of 3.
Change in hours	EDAD 7022A: Clinical Experience. The Principalship-Elementary (E)	10/22/25	Change of course hours from variable to fixed (1).
Description Change	EDAD 8155: Seminar in Current Educational Issues	10/22/25	Change of course description.
Title Change	ENGL 6949: Copyediting	10/22/25	Change of course title.
Title and Description Change	ENGL 6992: Professional Writing Special Topics	10/22/25	Change of course title and description.
Title and Description Change	ENGL 6993: Discourse Theory and Research	10/22/25	Change of course title and description.
Title Change	ENGL 6948: Healthcare Writing	10/22/25	Change of course title.
Prereq Change	DATX 5800: Quantitative Methods in Economic Analysis	10/22/25	Prereq change to include STAT 2625C as equivalent.
Attribute Change	MAT 6910: Clinical Practice 1	11/5/25	Community Engagement attribute added to course.
Attribute Change	MAT 6930: Clincial Practice 2	11/5/25	Community Engagement attribute added to course.
Attribute Change	MAT 6938 Clinical Practice 3	11/5/25	Community Engagement attribute added to course.

Attribute Change	MAT 6948 Clinical Practice 4	11/5/25	Community Engagement attribute added to course.
Attribute Change	MAT 6978 Clinical Practice 5	11/5/25	Community Engagement attribute added to course.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE COURSES/CURRICULAR CHANGES
(CURRICULAR APPROVAL POLICY, 3356-10-25)

WHEREAS, Ohio Revised Code 3345.457 (September 30, 2025) established expectations of institutions of higher education on many matters pertaining to the operations of such institutions;

WHEREAS, Youngstown State University is such an institution in the State of Ohio as described in ORC 3345-457;

WHEREAS, a component of Ohio Revised Code 3345.457 pertains to establishing a Curricular/Curriculum Approval Policy, approved by the respective Board, that the YSU Board of Trustees approved, September 17, 2025 (3356-10-25);

WHEREAS, the policy stipulates the Board of Trustees has final authority over "…changes to programs, curricula, courses, general education requirements, degree programs and organization of units, including schools, colleges, institutes, departments and centers";

WHEREAS, this resolution pertains to the disposition of courses/curriculum to which the provost is recommending changes that include new courses, deactivating courses, changing pre-requisites, credit hours, and/or descriptions or adjustments to or deactivation of a curriculum;

WHEREAS, the provost, at an Academic Excellence and Student Success committee meeting discussed the proposed adjustments and the committee recommends them for full consideration by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED that the Youngstown State University Board of Trustees approves such changes to courses/curriculum that accompany this Resolution..

Board of Trustees Meeting
December 11, 2025
YR 2026-85

YOUNGSTOWN STATE UNIVERSITY
Office *of* Academic Affairs

Type of Change	Program	Senate Action Date
New Degree	Accelerated Bachelor of Arts in Communication	11/5/25

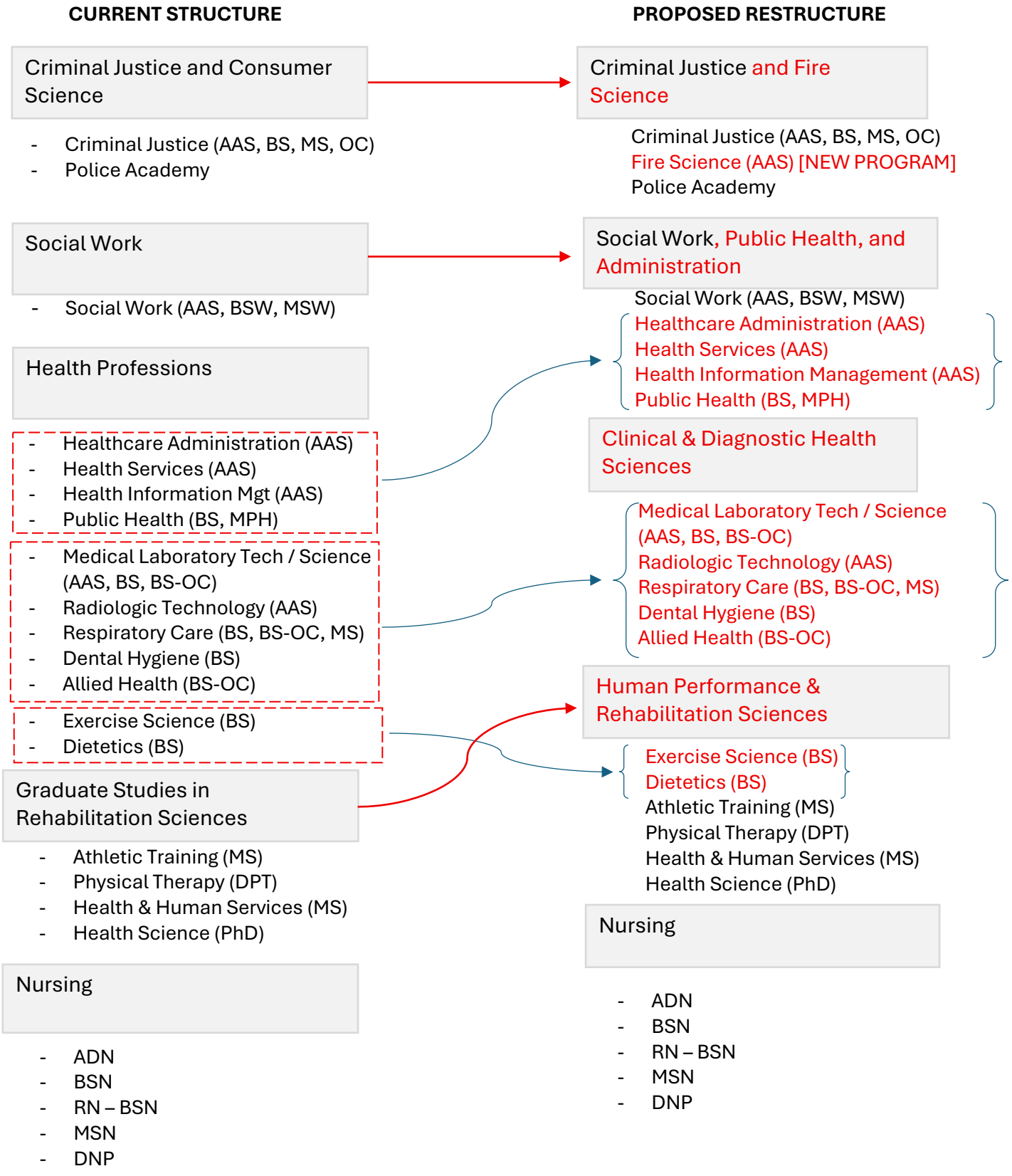
YOUNGSTOWN STATE UNIVERSITY
Office of Academic Affairs

Type of Change	Program	Senate Action Date
Deactivation	Minor in Peace and Conflict Studies	11/5/25
Deactivation	Minor in Gerontology	11/5/25
Deactivation	Certificate in Applied Gerontology	11/5/25
Deactivation	Bachelor of Arts in Biological Sciences	11/5/25

YOUNGSTOWN STATE UNIVERSITY
Office of Academic Affairs

Type of Change	Program	Senate Action Date
Edit	Minor in Cultural Anthropology	11/5/25
Edit	Minor in Professional Writing	11/5/25
Edit	BSAS in Civil and Construction Engineering Technology	11/5/25
Edit	Bachelor of Engineering in Chemical Engineering	11/5/25
Edit	Bachelor of Engineering in Mechanical Engineering	11/5/25
Edit	Bachelor of Engineering in Civil Engineering	11/5/25

Bitonte College of Health and Human Services Restructure



CLIFFE College of Creative Arts

I. Overview of Programs within Cliffe

Student Level / College	Undergraduate Semester (UG) Freshman	Sophomore	Junior	Senior	Post Baccalaureate	UG/GR Total
Cliffe College of Creative Arts	**147**	**72**	**65**	**91**	**12**	**387**
Art (ART)	**41**	**37**	**36**	**44**	**6**	**164**
BFA in Art St Dig Med Photo Tr (ART DMP-BFA)		1	3	4		8
BFA in Art Stud Graph Int D Tr (ART GI-BFA)	28	20	17	19	2	86
BFA in Art Stud Interdis SA Tr (ART ISA-BFA)	11	11	8	9	3	42
BFA in Graphic and Inter Desig (AOP GID-BFA)	2	4	3	3	1	13
BFA in Undetermined Art (UNDETART-BFA)		1	1			2
BSE in Art Education (ART EDU-BSE)			4	9		13
Biology (BIOL)				**1**		**1**
BFA in Art Stud Interdis SA Tr (ART ISA-BFA)				1		1
Creative Arts & Communication (CAC)	**57**					**57**
N in College Credit Plus CAC (CCP CAC-N)	57					57
Graphic Design (DSGN)	**2**	**1**	**2**		**4**	**9**
BFA in Graphic Design (AOP GD-BFA)	2	1	2		4	9
Management (MGT)		**1**				**1**
BFA in Theater (THEATER-BFA)		1				1
Music Applied Classes (MUAC)	**18**	**12**	**12**	**20**	**1**	**63**
BA in Music (MUSIC-BA)			1			1
BM in Audio and Music Prd (AUDIO PRD-BM)	9	5	2			16
BM in M Perf Emphasis Mus Rec (PERF EMR-BM)	3	3	2	13		21
BM in Music Perform Instrument (PERF INST-BM)	1	4	4	6	1	16
BM in Music Performance (MUS PERF-BM)	4					4
BM in Music Performance Piano (PERF PIAN-BM)	1		3	1		5
Music Education (MUED)	**20**	**11**	**8**	**13**	**1**	**53**
BM in Music Ed Instrument Jazz (MUSED JZZ-BM)		1		1		2
BM in Music Educ Instrument (MUSED INS-BM)	2	8	6	9	1	26
BM in Music Education (MUS EDUC-BM)	14	2				16
BM in Music Education Choral (MUSEDCHOR-	4		2	3		9
Music Theory and Composition (MUTC)		**1**	**1**	**2**		**4**
BM in Music Composition (MUS COMP-BM)		1	1	2		4
Teacher Education (TCED)				**1**		**1**
BA in Theater Studies (THEATERST-BA)				1		1
Theatre (THTR)	**9**	**9**	**6**	**10**		**34**
BA in Theater St Film Video Tr (THTR F V-BA)	1		2	1		4
BA in Theater Studies (THEATERST-BA)				3		3
BFA in Musical Theater Track (THTR MUS-BFA)	3	5	2	5		15
BFA in Theater (THEATER-BFA)	4	4	1			9
BFA in Theatre (THEATRE-BFA)	1		1	1		3
Total	**147**	**72**	**65**	**91**	**12**	**387**

Student Level	Undergraduate Semester (UG)					UG/GR Total
College	Freshman	Sophomore	Junior	Senior	Post Baccalaureate	
Cliffe College of Creative Arts	**147**	**72**	**65**	**91**	**12**	**387**
Art (ART)	41	37	36	44	6	164
Biology (BIOL)				1		1
Creative Arts & Communication (CAC)	57					57
Graphic Design (DSGN)	2	1	2		4	9
Management (MGT)		1				1
Music Applied Classes (MUAC)	18	12	12	20	1	63
Music Education (MUED)	20	11	8	13	1	53
Music Theory and Composition (MUTC)		1	1	2		4
Teacher Education (TCED)				1		1
Theatre (THTR)	9	9	6	10		34
Total	**147**	**72**	**65**	**91**	**12**	**387**

Student Level	Graduate Semester (GR)							UG/GR Total
Class	Masters							
Gender	Female (F)			Male (M)		Not Available (N)		
College	Full Time	Part Time	**Total**	Full Time	**Total**	Full Time	**Total**	
College of Graduate Studies	**3**	**2**	**5**	**10**	**10**	**1**	**1**	**16**
Music Applied Classes (MUAC)	**3**		**3**	**6**	**6**			**9**
MM in Music Performance (MUS PERF-MM)	3		3	6	6			9
Music Education (MUED)		**2**	**2**	**4**	**4**	**1**	**1**	**7**
MM in Music Education (OL MUS ED-MM)		2	2	4	4	1	1	7
Total	**3**	**2**	**5**	**10**	**10**	**1**	**1**	**16**

II. Change in Leadership

The Office of Academic Affairs announced a leadership transition within the Cliffe College of Creative Arts on November 20th, 2025. Dean Phyllis Paul will step down at the end of the 2025 to 2026 academic year, and Dr. Amy Cossentino, associate provost and dean of the Sokolov Honors College, will assume the Cliffe dean role on July 1, 2026. Cliffe College will remain Cliffe College, and this change does not alter its structure, programs, or identity. Dr. Cossentino will serve as a dual dean of both the Honors College and Cliffe College. To ensure a smooth and collaborative transition, Dean Paul and Dr. Cossentino will work in tandem from January 1 through June 30, 2026. The university extends its appreciation to Dean Paul for her leadership and looks forward to continued momentum under Dr. Cossentino's guidance.

III. Collaboration

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE PROGRAM CHANGES AND RESTRUCTURING OF DEPARTMENTS WITHIN A COLLEGE

(Curricular Approval Policy, 3356-10-25)

WHEREAS, Ohio Revised Code 3345.457 (September 30, 2025) established expectations of institutions of higher education on many matters pertaining to the operations of such institutions;

WHEREAS, Youngstown State University is such an institution in the State of Ohio as described in ORC 3345.457;

WHEREAS, a component of Ohio Revised Code 3345.457 pertains to establishing a Curricular/Curriculum Approval Policy, approved by the respective Board, that the YSU Board of Trustees approved, September 17, 2025 (3356-10-25);

WHEREAS, the policy stipulates the Board of Trustees has final authority over "…changes to programs, curricula, courses, general education requirements, degree programs and organization of units, including schools, colleges, institutes, departments and centers";

WHEREAS, this resolution pertains to the disposition of programs to which the provost is recommending changes that include new programs, deactivating programs, changing programs, and the restructuring of departments within the Bitonte College of Health and Human Services;

WHEREAS, the provost, at an Academic Excellence and Student Success committee meeting discussed the proposed adjustments and the committee recommends them for full consideration by the Board of Trustees;

NOW THEREFORE BE IT RESOLVED that the Youngstown State University Board of Trustees approves such changes to courses/curriculum that accompany this Resolution.

Board of Trustees Meeting
December 11, 2025
YR 2026-86

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
ELECTRONIC MEDIA RIGHTS POLICY 3356-5-06

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-87

3356-5-06 Electronic media rights.

Responsible Division/Office:	University Relations
Responsible Officer:	President; VP for Strategic Communications
Revision History:	May 1998; December 2010; December 2015; December 2020; December 2025
Board Committee:	Institutional Engagement
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. The president, or designee, in order to gain the greatest possible external exposure for the university and to realize income when feasible, may grant electronic media rights.

(B) Parameters.

(1) All transmissions and/or distributions shall meet any applicable regulations placed upon the university by affiliated governing groups.

(2) Electronic media includes radio, television, internet, and any other transmission and/or distribution medium utilized to transmit non-instructional university events on a live or delay basis.

(C) Procedures.

(1) The office of marketing and communication is responsible for the external distribution of electronic media programs.

(2) Program initiatives that have the potential of generating income are subject to bid.

(3) The office of marketing and communication identifies, communicates appropriate electronic standards, reviews external programming activities, recommends new program initiatives, and packages all programs with income potential for bid.

(4) The office of marketing and communication recommends action to the president for the final decision.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO MODIFY
WYSU POLICY 3356-5-08

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-88

3356-5-08 WYSU.

Responsible Division/Office:	WYSU/University Relations
Responsible Officer:	Associate VP University Relations
Revision History:	August 1998; June 2010; September 2015; December 2020; December 2025
Board Committee:	Institutional Engagement
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. Licensed to the board of trustees of Youngstown state university (university), WYSU is a fifty-thousand-watt radio station that serves the regional community with music, news and information programming. WYSU-FM is a noncommercial, community-based public radio station committed to being the region's leading source for quality programming. It provides trusted in-depth news, engaging conversation and music that stimulates the mind and spirit. As one of the university's most visible daily representatives to the community, WYSU also strives to be a valuable ambassador to that community, providing a forum to promote the artistic and intellectual activities of the university. Support for the station is provided by the university, station members, business underwriters, the corporation for public broadcasting, and other grant and foundation sources.

(B) Parameters. WYSU operates within all regulations of the federal communications commission (FCC) and other federal agencies.

(C) Procedures.

(1) WYSU provides a music, news and information program service to the community, utilizing its main analog channel, two digital channels (HD 1 and HD 2), and two internet streams. WYSU broadcasts at 88.5 megahertz in Youngstown, at 88.1 megahertz in Ashtabula, and 97.5 megahertz in New Wilmington, Pennsylvania.

(2) The core of the radio operation is a full-time professional staff. Students whose qualifications meet professional broadcasting standards are also employed to support various aspects of the station's operations.

(3) Membership contributions are generally solicited on air, through the program guide, and through direct mailings.

(4) Underwriting agreements and the on-air acknowledgments of underwriters are implemented using guidelines established by the FCC and national public radio.

(5) All direct public support received by WYSU (membership contributions, underwriting support, gifts, and grants) supplement the general fund support received by the station from the university.

(6) WYSU serves as a distribution link to other area radio stations (LP2 station) for the local emergency alert system.

(7) On its broadcast subcarrier, WYSU facilitates the broadcast of radio reading services for the sight-impaired offered by goodwill industries.

(8) The director of WYSU will have final approval of radio station programming.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO APPROVE
SOCIAL MEDIA MANAGEMENT AND ENGAGEMENT ON OFFICIAL AND AFFILIATED UNIVERSITY CHANNELS POLICY 3356-4-26

WHEREAS, University 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 University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-89

3356-4-26 Social media management and engagement on official and affiliated university channels.

Responsible Division/Office:	Office of Marketing and Communications
Responsible Officer:	VP of Strategic Communications
Revision History:	June 2014; March 2019; March 2024; December 2025
Board Committee:	Institutional Engagement
Effective Date:	**December 11, 2025**
Next Review:	2030

(A) Policy statement. The university recognizes the importance of social media as an evolving technology to communicate relevant information and enhance the university's reputation and profile.

(B) Purpose. To provide guidance for current and future use of official and affiliated university social media channels.

(C) Scope. This policy applies to individuals including university faculty, staff, volunteers and students, including student employees, who create for, contribute to, and/or are granted access to official or affiliated university social media channels.

(D) Definitions.

(1) "Social media" – internet-based applications that are accessible and scalable allowing users to post content on topics in various forms. Some forms of social media include: platforms, blogs, and mobile-based technologies that enable users to create and share content and engage with other users.

(2) "Official university social media channel" – any social media channel having a direct affiliation with the university. These include channels that are sponsored, controlled, or managed by academic departments, schools, and colleges; university offices, and academic and administrative leadership.

(3) "Affiliated social media channel" – -social media channels created by a university-sponsored organization as part of its activities.

(4) "Post" – publication of content in any form on social media.

(5) "Collab/repost/share" – refers to any instance in which content created by one account or individual is distributed, co-published, or featured on another account's social media platform.

(E) Parameters.

(1) The university's office of marketing and communications shall establish, and when appropriate, revise guidelines and/or best practices for university-sponsored and affiliated social media channels. (Please refer to the university social media webpage).

(2) Individual departments, colleges, programs, or administrative offices may establish additional guidelines specific to their areas of study or responsibilities. However, these guidelines must be reviewed and approved by the university's office of marketing and communications prior to implementation.

(3) Official and affiliated university sponsored and social media channels and posts are subject to all applicable state and federal laws and regulations. These include, but are not limited to, the Family Educational Rights and Privacy Act (FERPA), Title II of the Americans with Disabilities Act and copyright law, university policies, guidelines, and best practices established by the office of marketing and communications, and " The Student Code of Conduct."

(4) Information created and stored on official and affiliated university social media channels may be subject to Ohio public record law and public records requests.

(5) The university's office of marketing and communications reserves the right to hide or delete comments, or to remove, mute, unfollow, or block users on any social media platform without notifying the

affected user. If a comment needs to be deleted, it will be documented.

(F) Procedures.

(1) Prior to implementation, each new official and affiliated university social media channel must be reviewed and registered with the office of marketing and communications. The office of marketing and communications shall be added as a social media administrator for each official social media channel for the purpose of providing coverage during departmental transitions, which can result in lapses of maintenance or "lost" accounts.

(2) Each official and affiliated university social media account shall have a full-time university employee as an account manager. The account manager is responsible for ensuring compliance with this policy and all other relevant university policies.

(3) Those who create or post content on an official or affiliated university social media channel are expected to follow digital accessibility standards as defined in university policy 3356-4-22, "Digital accessibility standard."

(4) Individual users may not instigate collabs from their personal accounts with official and affiliated university accounts. Content originating from personal accounts should not be reposted, shared, or featured on official and affiliated university channels unless it reflects the mission, vision, and values of the university and complies with brand standards.

(5) Individual users may not use personal accounts to contact, direct message, or collect contact information from prospective students, or members of the public in an official university capacity. All official communications must occur through approved official or affiliated university channels.

(G) Enforcement. Noncompliance with this policy will be referred for review by the appropriate supervisory authority and may result in corrective action, including, but not limited to, termination of employment.

YOUNGSTOWN STATE UNIVERSITY

RESOLUTION TO RESCIND
SOCIAL MEDIA POLICY, 3356-4-09.1

WHEREAS, University 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 rescind University Policy stated above and attached hereto.

Board of Trustees Meeting
December 11, 2025
YR 2026-90

~~3356-4-09.1~~3356-4-26 Social media ~~use~~management and engagement on official and affiliated university ~~sites~~channels.

Responsible Division/Office:	Office of Marketing and Communications
Responsible Officer:	~~AVP of University Relations~~VP of Strategic Communications
Revision History:	June 2014; March 2019; March 2024; December 2025
Board Committee:	Institutional Engagement
Effective Date:	**~~March 7, 2024~~December 11, 2025**
Next Review:	~~2029~~2030

(A) Policy statement. The university recognizes the importance of social media as an evolving technology to communicate relevant information and enhance the university's reputation and profile.

(B) Purpose. To provide guidance for current and future use of official and affiliated university social media ~~sites~~channels.

(C) Scope. This policy applies to individuals including university faculty, staff, volunteers and students, including student employees, who create ~~or~~for, contribute to, and/or are granted access to official or affiliated university social media ~~sites~~channels.

(D) Definitions.

(1) "Social media" – internet-based applications that are accessible and scalable allowing users to post content on topics in various forms. Some forms of social media include: ~~, websites,~~ platforms, blogs, ~~wikis, networks,~~ and mobile-based technologies that enable users to create and share ~~information~~content and engage with other users.

(2) "Official university social media ~~site~~channel" – any social media channel having a direct affiliation with the university. These include channels that are sponsored, controlled, or managed by ~~a university college, school, department, program, office, or~~

~~unit~~academic departments, schools, and colleges; university offices, and academic and administrative leadership.

(3) "Affiliated social media ~~site~~channel" – ~~site~~ social media channels created ~~as part of an individual's work or university responsibilities or~~ by a university-sponsored organization as part of its activities.

(4) "Post" – publication of content in any form on social media ~~channels~~.

(5) "Collab/repost/share" – refers to any instance in which content created by one account or individual is distributed, co-published, or featured on another account's social media platform.

(E) Parameters.

(1) The university's office of marketing and communications shall establish, and when appropriate, revise guidelines and/or best practices for university-sponsored and affiliated social media ~~sites~~channels. (Please refer to the ~~office of marketing and communications/marketing~~university social media webpage).

(2) Individual departments, colleges, programs, or administrative offices may establish additional guidelines specific to their areas of study or responsibilities. However, these guidelines must be reviewed and approved by the university's office of marketing and communications prior to implementation.

~~(2)~~(3) ~~University~~Official and affiliated university sponsored and ~~affiliated~~social media ~~sites~~channels and ~~postings~~posts are subject to all applicable state and federal laws and regulations ~~such as~~. These include, but are not limited to, the Family Educational Rights and Privacy Act (FERPA), Title II of the Americans with Disabilities Act and copyright ~~rights~~law, university policies, guidelines, and best practices established by the office of marketing and communications, and "~~The Code of Student Rights, Responsibilities, and Conduct~~The Student Code of Conduct."

~~(3) Individual departments, colleges, programs, or administrative offices may establish additional guidelines specific to their areas of study or responsibilities. However, these guidelines must be reviewed and approved by the university's information technology department and office of marketing communications prior to implementation.~~

(4) Information created and stored on official and affiliated university social media channels may be subject to Ohio public record law and public records requests.

(5) The university's office of marketing and communications reserves the right to hide or delete comments, or to remove, mute, unfollow, or block users on any social media platform without notifying the affected user. If a comment needs to be deleted, it will be documented.

(F) Procedures.

(1) Prior to implementation, each new official and affiliated university social media channel must be reviewed and registered with the office of marketing and communications. The office of marketing and communications shall be added as a social media administrator for each official social media channel for the purpose of providing coverage during departmental transitions, which can result in lapses of maintenance or "lost" accounts.

(2) Each official and affiliated university social media account shall have a full-time university employee as an account manager. The account manager is responsible for ensuring compliance with this policy and all other relevant university policies.

(3) Those who create or post content on an official or affiliated university social media channel are expected to follow digital accessibility standards as defined in university policy 3356-4-22, "Digital accessibility standard."

(4) Individual users may not instigate collabs from their personal accounts with official and affiliated university accounts. Content originating from personal accounts should not be reposted, shared, or featured on official and affiliated university channels unless it reflects the mission, vision, and values of the university and complies with brand standards.

(5) Individual users may not use personal accounts to contact, direct message, or collect contact information from prospective students, or members of the public in an official university capacity. All official communications must occur through approved official or affiliated university channels.

(G) Enforcement. Noncompliance with this policy will be referred for review by the appropriate supervisory authority and may result in corrective action, including, but not limited to, termination of employment.

YOUNGSTOWN STATE UNIVERSITY

DRAFT

FOR USE AT THE DECEMBER 2025 MEETING OF THE BOARD OF TRUSTEES

RESOLUTION TO AMEND THE BYLAWS OF THE BOARD OF TRUSTEES OF YOUNGSTOWN STATE UNIVERSITY

WHEREAS, the Board of Trustees has voted to incorporate into the Bylaws the requirements associated with electronic attendance at meetings of the Board;

WHEREAS, the Board of Trustees had addressed the matter in a Board approved university policy (3356-1-13) titled, "Electronic attendance of board of trustees meetings" in September 2022.

NOW THEREFORE BE IT RESOLVED, that the board of trustees does hereby modify the Bylaws to include the requirements for electronic attendance for board of trustees' meetings, to be effective immediately.

Board of Trustees Meeting
December 11, 2025
YR 2026 -

3356-1-01 Bylaws.

(A) Article I. Definitions.

(1) "Board" means the board of trustees of Youngstown state university.

(2) "Chairperson" means the chairperson of the board of trustees of Youngstown state university.

(3) "Committee meeting" means a meeting held by any of the board standing committees, including subcommittee meetings of the standing committees, and ad hoc committees appointed from time to time.

(4) "Designee" means a member of the university's administrative office(s).

(5) "Electronic communication" means live, audio-enabled communication, as further defined in division (A) of section 3345.82 of the Revised Code, which permits trustees to attend meetings remotely.

(6) "President" means the president of Youngstown state university.

(7) "Secretary" means the secretary to the board of trustees of Youngstown state university.

(8) "Student trustee" means a student member of the board appointed by the governor of the state of Ohio pursuant to section 3356.01 of the Revised Code.

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(9) "Trustee" means a member of the board appointed for a term by the governor of the state of Ohio pursuant to section 3356.01 of the Revised Code.

(10) "University" means Youngstown state university.

(11) "Vice chairperson" means the vice chairperson of the board of trustees of Youngstown state university.

(B) Article II. Meetings.

(1) Regular meetings.

(a) The board shall meet no less than four times each year, and at such other times as may be necessary for the best interests of the university. Meetings shall be called at such times as the board prescribes, provided, however, that meetings will usually be held in the months of September, December, March, and June. At the time of the adjournment of each meeting, the board shall provide, by resolution, the date, time, and place for holding the board's next regular meeting. No less than five days prior to the date of a regular meeting, the secretary, or designee, shall provide written notice of said meeting to every member of the board. Notices may be hand-delivered or sent via facsimile, electronic mail, or by first class mail to the residence or business address of a board member.

(b) Any board member may waive notice of a regular meeting. Attendance of a board member at a regular meeting shall constitute a waiver of notice of the regular meeting.

(2) Special meetings.

(a) Special meetings of the board may be called by written request (the "Call") signed by the chairperson, the president, or by three trustees, and delivered to the secretary. The "Call" for a special meeting shall specify the date, time, place, and purposes thereof, although other

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business than that specified in the "Call" may be considered at any such meeting. Upon receipt of a call for a special meeting, and no less than forty-eight hours prior to the time of commencement of the special meeting, the secretary, or designee, shall provide notice of the special meeting to every member of the board and to the president. Notice of a special meeting shall include the date, time, place, and purposes thereof, as set forth in the "Call." Notice of a special meeting may be given in oral or written form and may be given directly to the board member by telephone or direct conversation, or by facsimile, hand delivery, electronic or first-class mail sent to the board member's residence or place of business.

(b) Any board member may waive notice of a special meeting. Attendance of a board member at a special meeting shall constitute a waiver of notice of the special meeting.

(3) Emergency meetings. In the event of an emergency wherein the best interests of the university require immediate official action by the board, the chairperson (or in his or her absence or disability, the vice chairperson) or the president (or in his or her absence, the provost of the university) may call an emergency meeting of the board. In such event, all reasonable effort shall be made to schedule the emergency meeting in order to permit all of the members of the board to attend the emergency meeting. In such event, all reasonable effort shall be made to notify all of the members of the board of the date, time, place, and nature of the emergency requiring immediate official action.

(4) Electronic meeting attendance.

(a) Trustees may attend board meetings via electronic communication, subject to the following requirements:

(i) A trustee shall attend in person at least one-half of the regular meetings of the board annually; and

(ii) All meetings conducted using electronic communication shall meet the following minimum standards:

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(a) At least one-third of the trustees attending the meeting shall be present in person at the place where the meeting is conducted;

(b) All votes taken at the meeting shall be taken by roll call vote; and

(c) A trustee who intends to attend a meeting via means of electronic communication must notify the chair of that intent not less than forty-eight hours before the meeting, except in the case of a declared emergency.

(b) A trustee who attends a board meeting via means of electronic communication will be considered to be present at the meeting, will be counted for the purposes of establishing a quorum, and may vote at the meeting, consistent with the authority of division (C) of section 3345.82 of the Revised Code.

(c) Electronic meeting attendance is also available for committee meetings. The same minimum standards set forth in paragraph (4)(a)(ii) of this policy apply to committee meetings, excluding (4)(a)(ii)(b)..

(5) Place of meetings.

(a) All regular and special meetings of the board shall be held on university property or through YSU supported technology as provided by law, or on rare occasions off-campus, but with easy access to the public, if circumstances warrant as determined by the chairperson and the president and as provided by law. The place of all board meetings shall be specified in the notice of the meeting.

(b) Emergency meetings of the board shall be held on university property unless, in the judgment of the person or persons making the "Call," the circumstances creating the emergency render a meeting on university property either physically impractical or infeasible.

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(6) Quorum.

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(a) A majority of the trustees, when duly convened pursuant to university bylaws, shall constitute a quorum for the transaction of business at any meeting of the board. Student trustees shall not be considered in the determination of a quorum. If less than a majority of the trustees are present at, or at any time during said meeting, a majority of the trustees present may adjourn the meeting from time to time without further notice. When, upon reconvening any such adjourned meeting, and with a quorum present, any business may be transacted which might have been transacted at the meeting as originally notified.

(b) At any meeting where a quorum is present, a majority vote of those present and voting shall be required for any official action by the board, except as otherwise permitted by law or by the bylaws contained in this rule.

(c) A trustee may abstain from voting on a matter. A trustee that abstains from voting shall be counted in the determination of a quorum but shall not be counted as voting in favor or against the matter upon which the vote is taken. Trustees having a direct personal or pecuniary interest in a matter that is not common to other members of the board should declare that interest and refrain from discussing and voting on that matter.

(7) Organization of meetings.

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(a) At each meeting of the board, the chairperson, or in the chairperson's absence, the vice chairperson, or in the absence of both, a chairperson pro tempore, chosen by a majority of the trustees present, shall preside. The secretary, or in the secretary's absence, any person appointed by the chairperson, shall keep the minutes of the meeting, and otherwise perform the duties of secretary of the meeting.

(i) The minutes shall be developed as prescribed by law and include information that provides perspectives regarding decisions made by the board as well as demonstrate the board is proactive in its responsibilities to both the state of Ohio and in consideration of the continuing accreditation of the university.

(ii) The minutes shall be maintained on the university's board of trustees website in addition to those also maintained via the Maag library in accordance with laws and/or policies associated with records retention.

(iii) Minutes shall be prepared and provided to the board as soon as practicable after each board meeting in order that members may appropriately review and approve the minutes.

(8) Order of business. The order of business at all regular and special meetings of the board shall be as follows:

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(a) Roll call.

(b) Proof of notice of meeting.

(c) Disposition of minutes.

(d) Presentation(s) from the university community (optional).

(e) Report of the president.

(f) Report of the committees of the board.

(g) Communications and memorials.

(h) Unfinished business.

(i) New business.

(j) Chairperson's remarks and requested additional president's remarks as chosen to be offered.

(k) Election of board officers (as pertinent).

(l) Time and place of next regular meeting of the board.

(m) Adjournment.

(9) Parliamentary procedure. Questions of parliamentary procedure shall be resolved in accordance with "Robert's Rules of Order." The secretary, or designee, shall serve as the board's parliamentarian.

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(10) Procedures for presentation of items to be considered.

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(a) Any proposed action introduced by a board member which would substantially affect university policy shall be presented to the chairperson prior to the meeting at which the matter is to be considered by the board. The proposed action shall be submitted in sufficient time to allow the chairperson to assign the proposed action to an appropriate board committee to review such action and to make whatever recommendations to the full board the committee deems to be appropriate.

(b) The annual budget and all other major questions of university policy recommended by the president shall be presented to each member of the board prior to the meeting at which the matter is to be considered by the board. The proposed action shall be submitted in sufficient time to allow the appropriate board committee to review such action and to make whatever recommendations to the full board it deems to be appropriate.

(c) Any business to be presented to the board by other than a board member or the president shall be submitted in writing to the chairperson, who shall refer it to the appropriate board committee for consideration and possible action.

The chairperson may direct that such business be placed on the agenda.

(11) Public notice of meetings.

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(a) Public notice of all board meetings shall meet or exceed that required by Ohio law, section 121.22 of the Revised Code.

(b) Any person or news medium may ascertain the time and place of all regularly scheduled board meetings and the time, place, and purpose of all special board meetings by contacting university communications or on the internet at board of trustees website. The local media, and other interested parties, will be made aware of upcoming meetings of the board when requesting such notification by contacting the office of communications.

(C) Article III. Officers and organizations.

(1) Powers of the board. The board shall have the power, not inconsistent with law or university bylaws, to do all things necessary for the proper maintenance and successful and continuous operation of the university. No individual trustee, student trustee, or committee of the board shall have authority to commit or bind the board or the university to any policy, action, or agreement unless specifically authorized by action of the board.

(2) Officers of the board. The officers of the board shall be the chairperson, the vice chairperson, and the secretary. The board may appoint such other officers or employees as the interests of the university require. Such officers and employees shall have such authorities, and shall perform such duties, as may be prescribed by the board.

(3) Qualifications, election, and term of office. The chairperson and vice chairperson shall be trustees. The qualifications of all other officers shall be determined by the board. The officers of the board shall be annually elected by the trustees at the board's last regular meeting of the university's fiscal year. Newly elected officers shall take office immediately following adjournment of the

meeting at which they are elected and shall hold their offices until their successors are elected.

(4) Chairperson. The chairperson, when present, shall preside at all meetings of the board and perform generally all duties incident to the office of the chairperson and such other duties as may be assigned to the chairperson by the board. Unless contrary to board policy or the bylaws contained in this rule, the chairperson may assign any of the chairperson's duties to another trustee.

(5) Vice chairperson. In the event of a temporary vacancy in the office of the chairperson or at the request of the chairperson, or in the event of temporary absence or disability of the chairperson, the vice chairperson shall perform all the duties of the chairperson and, while so acting, shall have all the power and authority of, and be subject to the restrictions upon, the chairperson.

(6) Secretary. The secretary, or designee, shall prepare minutes of all meetings and proceedings of the board. The secretary, or designee, shall give notice of all meetings of the board, when required by the provisions of Article II and the appropriate sections. The secretary, or designee, shall serve as the board's parliamentarian. At the last regular meeting of the university's fiscal year, the secretary shall submit a written report of board member attendance at board and committee meetings for the preceding year. The secretary shall perform such other duties as from time to time may be assigned to the secretary by the board or the chairperson.

(7) Attorney general. The attorney general of the state of Ohio shall be the legal advisor to, and represent, the university and/or the board in all matters civil or criminal involving the university of the board.

The general counsel of the university is a member of the Ohio attorney general's office and represents the board of trustees on behalf of the state of Ohio.

(8) Removal of board officers. Any officer of the board may be removed as such officer at any time, either with or without cause, by resolution adopted by not less than six trustees at any regular meeting of the board. Any officer may be removed as such officer,

either with or without cause, by resolution adopted by not less than six trustees at any special meeting of the board, provided that such removal action was indicated on the notices of such special meeting.

(9) Student trustees. Section 3356.01 of the Revised Code provides for appointments of two students to the board but provides that student trustees shall have no voting power on the board, that student trustees shall not be considered as members of the board in determination of a quorum, and that student trustees shall not be entitled to attend executive sessions of the board.

(10) Permanent vacancies. In the event of a permanent vacancy in the office of the chairperson or vice chairperson, the remaining trustees may elect a successor to fill such permanent vacancy. What constitutes a "permanent vacancy" shall be determined by the board.

(11) Board orientation.

(a) There shall be at least annually a board orientation developed specifically for onboarding new members of the board but will be open to all board members to attend.

(b) The orientation shall include the chair, vice chair, secretary, and president and the executive officers of the university as well as any other individual invited to present at and/or attend the orientation.

(c) The orientation should be constructed in such a fashion that new board members in particular can more easily and rapidly engage themselves fully in all matters before the board as specified in university bylaws and otherwise specified by law.

(d) Orientation may be comprised of various types and levels of engagement and interactions that optimally served the purpose of the orientation session(s).

(12) Ethics training. The board, executive officers of the university and other invited members of the administration's leadership will annually engage in ethics training.

(D) Article IV. Board committees.

(1) Membership. All trustees and student trustees shall be voting members of all board standing committees, unless otherwise provided by university bylaws.

(2) National/global trustees. In order to take advantage of the diverse talents, resources, and experiences of friends and alumni of the university who can contribute to the current and future success of the university, the position of national/global trustees has been established in accordance with the following guidelines, to which exceptions can be made:

(a) The board may nominate and appoint persons to the position of national/global trustee. National/global trustees shall be nominated and appointed by the board of trustees on the basis of one or more of the following criteria: success in chosen field or business; state or national prominence; ability to serve as an advocate for higher education; ability and willingness to offer advice to the board and university president and/or demonstrated support for Youngstown state university.

(b) There shall be no more than three persons serving in the position of national/global trustee at any one time. National/global trustees shall serve staggered terms such that no more than one such position expires in a calendar year.

(c) Each national/global trustee shall be appointed for a three year term and shall be eligible to serve a second consecutive three year term. A national/global trustee that has served two consecutive terms shall not be eligible for reappointment as a national/global trustee until not less than one year has passed since the conclusion of his or her term as a national/global trustee.

(d) National/global trustees shall have no voting privileges on the board, shall not be considered in determining whether a quorum is present and shall not be eligible to be an officer of the board, but may otherwise participate in all activities of the board.

(e) National/global trustees shall not be compensated for their service but shall be paid their reasonable and necessary expenses in the same manner that applies to trustees.

(f) National/global trustees shall follow the Ohio ethics laws, including those set forth in Chapter 102. and sections 2921.42 and 2932.43 of the Revised Code, the board's bylaws and university policy.

(g) National/global trustees shall be appointed by board action after nomination by the governance committee of the board in accordance with the process described for the nomination and election of board officers set forth in the bylaws contained in paragraph (D)(6)(i) of this rule.

(h) National/global trustees may be removed by a majority vote of the board.

(i) A trustee may serve as a national/global trustee, but cannot be appointed to serve as a national/global trustee until at least one year after the board member's term as a trustee has ended.

(j) An employee or former employee of the university may serve as a national/global trustee but cannot be appointed to serve as a national/global trustee until at least one year after that person's compensated service to the university has ended.

(k) National/global trustees shall be entitled to legal defense and indemnification against claims and liabilities that might arise from the performance of their duties on behalf of the board to the fullest extent permitted by Ohio law. In addition, the national/global trustees will be considered a

"volunteer" for purposes of coverage under the university's liability insurance.

(3) Committee chairperson and vice chairperson. The chairperson shall appoint the chairperson and vice chairperson of each standing committee, and members of such committees that are not otherwise composed of all of the trustees or as otherwise set forth herein, subject to the approval of the board. Committee chairpersons and vice chairpersons shall be trustees.

(4) Quorum and conduct of committee meetings.

(a) Five members of a standing committee shall constitute a quorum, unless otherwise provided. A majority of the members of subcommittee of a standing committee shall constitute a quorum, unless otherwise provided. The act of a majority of the members present and voting at a meeting at which a quorum is present shall be the act of the committee or subcommittee. However, regardless of the existence of a quorum in number, at least one of the following four persons must be present at a committee or subcommittee meeting in order for the committee to conduct business:

(i) The chairperson;

(ii) The vice chairperson;

(iii) The (sub)committee chairperson; or

(iv) The (sub)committee vice chairperson.

A committee member may abstain from voting on a matter. A committee member that abstains from voting shall be counted in the determination of a quorum but shall not be counted as voting in favor or against the matter upon which the vote is taken. Committee members having a direct personal or pecuniary interest in a matter that is not common to other members of the board should declare that

interest and refrain from discussing and voting on that matter.

(b) A majority of the members of a special or ad hoc committee, including any student trustees, shall constitute a quorum. The act of a majority of the members present and voting at a meeting at which a quorum is present shall be the act of the special or ad hoc committee.

(c) The board and university administration will mutually develop committee agendas, with the chairperson having authority to approve all final agendas.

(5) Rules. Each committee may adopt rules for its own governance not inconsistent with university bylaws or any rule adopted by the board.

(6) Standing committees. The board's standing committees, and their respective duties and areas of responsibility, shall be as follows:

(a) Academic excellence and student success committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Academic policies which provide for and govern faculty teaching, research, and service;

(b) Establishment of new academic programs, changes in or deletions of existing academic programs, and the issuing of certificates or the granting of degrees;

(c) Policies which provide for and govern retention, persistence, progress, and graduation, including but not limited to, diversity issues and general education requirements;

(d) Policies which provide for and govern student housing and student life;

(e) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the committee; and

(f) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those academic and administrative departments within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(a)(ii) of this rule, or as assigned by the board or its executive committee.

(iv) Provided that he or she is a member of the university faculty, the chair of the YSU academic senate shall be a nonvoting member of the committee. In the event that the chair of the YSU academic senate is not a member of the university's faculty, then the faculty member holding the highest-ranking position within the YSU academic senate leadership shall hold this position. This position shall not count toward the determination of a quorum of the committee.

(b) Institutional engagement committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern student recruitment, financial aid, orientation and enrollment, including but not limited to, integrated marketing, yield, scholarship optimization, and career success.

(b) Policies that provide for and govern the external relationships established by or required of the university, excluding matters assigned to other of the board's standing committees;

(c) Policies that provide for and govern university fundraising, including but not limited to, institutional advancement through the YSU foundation, the YSU research foundation, the annual fund, capital campaigns, special projects and solicitations;

(d) The Youngstown state university development agreement between the university and the YSU foundation.

(e) Policies that provide for and govern continuing university relations with its graduates, including but not limited to, alumni associational activity;

(f) Policies that provide for and govern university operations directed toward effective communications, public relations, marketing, and the enhancement of community goodwill;

(g) Policies that provide for and govern university public service in, and partnerships with, the larger community, or segments thereof, including but not limited to, those

relationships which are contractual; policies which provide for and govern university intergovernmental relationships, including but not limited to, those with the city of Youngstown, Mahoning county, as well as with agencies and departments of state and federal governments;

(h) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the committee; and

(i) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(b)(ii) of this rule, or as assigned by the board or its executive committee.

(c) Finance and facilities committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Financial and budgetary policies, including but not limited to, the annual operating budget, and the capital improvement budget;

(b) Policies governing debt instruments issued by the university;

(c) The financial and budgetary impact of major agreements, contracts, programs, plans or initiatives to be recommended to the board by any standing, ad hoc, or special committee, including but not limited to, recommendations regarding university personnel, insurance, and donations;

(d) The acquisition of real property by purchase, gift, or otherwise; the disposition of real property; the acquisition or disposition of significant property broadly classified as technology;

(e) Major projects, including but not limited to, the construction, demolition, or remodeling of facilities, and, as appropriate, the selection of architects and engineers;

(f) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the finance and facilities committee;

(g) Policies as related to the health of the campus community particularly related to current or emerging health crises; and

(h) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the finance and facilities committee, including but not limited to, the conduct, and scrutiny of the auditor's

work product, of the annual audit, as well as any special audits, undertaken by:

(a) The university's internal auditor;

(b) External auditors; and

(c) State auditor.

Auditor's work product includes findings, management letters, and all other relevant documentation.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(c)(ii) of this rule, or as assigned by the board or its executive committee.

(iv) The finance and facilities committee will include the following subcommittee:

(a) Audit subcommittee.

(i) The audit subcommittee, chaired by the chairperson of the finance and facilities committee, will be composed of the chairperson and four additional trustees who will be appointed annually by the chairperson of the board. As appropriate, when receiving and considering certain audit reports, the president may be excused from the subcommittee proceedings.

(ii) The audit subcommittee will meet at least once annually and perform those duties as assigned by the finance and facilities committee

relative to the bylaws contained in paragraph (D)(6)(c)(ii) of this rule. The subcommittee will report its findings and recommendations to the finance and facilities committee.

(d) Investment committee.

(i) To consider those matters that warrant board attention or require board action relating to:

Section 3345.05 of the Revised Code, to exercise the authority and responsibility provided by law including but not limited to:

(a) Policies governing investments issued by the university;

(b) Custody and investment of any funds which are now under or may in the future come under control of the board of trustees.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(d)(ii) of this rule, or as assigned by the board or its executive committee.

(e) Intercollegiate athletics committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern the university's participation in intercollegiate athletics;

(b) Personnel matters; however, approval of personnel actions will occur in the university affairs committee;

(c) Policies that provide for the effectiveness of the NCAA compliance program;

(d) Policies that provide for the effectiveness of ensuring and promoting the academic, health, and social welfare of student-athletes;

(e) Policies that assure the effectiveness of implementing the committee's endorsed budget;

(f) Academic performance and progress of student-athletes annually;

(g) Governance policies related to intercollegiate athletics;

(h) The president's proposed approach to the selection of and term of service of the NCAA faculty representative(s);

(i) Comparison of benchmarks that have been mutually agreed upon by the president and the director of intercollegiate athletics and endorsed by the committee; and

(j) The faculty NCAA athletics representative(s) in serving as a liaison between the academic enterprise and the intercollegiate athletics department and

receives the yearly update provided to the academic senate.

(ii) The faculty representative(s), as specified in rules 3356-6-02 and 3356-6-03 of the Administrative Code (university policies 3356-6-02 and 3356-6-03), shall be a nonvoting member(s) of the committee. This (these) position(s) shall not count toward the determination of a quorum of the committee.

(iii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iv) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(e)(iii) of this rule, or as assigned by the board or its executive committee.

(f) University affairs committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern the internal administrative operations of the university, excluding matters assigned to other of the board's standing committees;

(b) Policies that provide for and govern university employment where collective bargaining agreements apply, including but not limited to, oversight of the collective bargaining process and labor negotiations with unions representing university employees;

(c) Policies that provide for and govern university employment exempt from collective bargaining agreements, including but not limited to, oversight of contractual arrangements with exempt personnel;

(d) Policies that provide for equal opportunity standards and govern equal opportunity practices in university employment and operations, including but not limited to, implementation of affirmative action initiatives;

(e) Policies that provide for the acquisition, development, access, and use of electronic technology; and

(f) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(f)(ii) of this rule, or as assigned by the board or its executive committee.

(g) Workforce education and innovation committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for the optimal utilization and effectiveness of all areas

pertaining to workforce education and innovation;

(b) Policies that provide for optimal alignment of initiatives and activities associated with job entry and career advancement;

(c) Policies that optimize institutional engagement with local, regional, statewide and national workforce education and innovation initiatives;

(d) Policies that optimize the potential to monetize activities and initiatives across the education for workforce entry and career advancement spectrum;

(e) Policies that provide for and govern the university's participation in initiatives related to education for career entry and work advancement;

(f) Personnel matters; however, approval of personnel actions will occur in the university affairs committee; and

(g) Annual financial report to the full board of trustees.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(g)(ii) of this rule, or as assigned by the board or its executive committee.

(h) Executive committee.

(i) The membership of the executive committee shall consist of the chairperson (presiding), the vice chairperson, and the chairpersons of the academic excellence and student success committee, the institutional engagement committee, the finance and facilities committee, the investment committee, the intercollegiate athletics committee, and the university affairs committee. The executive committee will consider those matters that warrant board attention or require board action relating to:

(a) Matters relevant to the employment, assessment and compensation of the president, with recommendation to the board, as appropriate, for its attention or action; for purposes of this consideration, the president may be excused from the committee's proceedings;

(b) Matters relative to the employment, assessment and compensation of the secretary, if determined by the board to be necessary, with recommendation to the board, as appropriate, for its attention or action; for purposes of this consideration, the secretary may be excused from the committee's proceedings;

(c) Matters not within the assigned purview of any board standing, ad hoc, or special committee; the executive committee will report on such matters, as appropriate, to the board for its attention or action;

(d) Special assignments of particular matters, not clearly within the purview of any board committee, to one of the board's standing, ad hoc, or special committees; the

designated committee will be instructed to report either to the executive committee or to the board;

(e) Resolution of jurisdictional ambiguities between or among the board's standing, ad hoc, or special committees; and

(f) Other matters as appropriate to an executive committee, or as assigned by the board.

(i) Governance committee.

(i) The governance committee shall be chaired by the chairperson, except as otherwise provided herein, and will meet on an as-needed basis to:

(a) Consider proposed changes in the bylaws of the board, with recommendation to the board, as appropriate, for its attention or action;

(b) Consider proposed changes in board and committee procedures, in full or in part, not stipulated in the bylaws, including but not limited to, scheduling, administrative staff participation or assistance, etc., with recommendation to the board, as appropriate, for its attention or action;

(c) Any institutional mission statement, strategic or master plans, with recommendation to the board, as appropriate, for its attention or action;

(d) Develop and schedule board advances, workshops, seminars, orientation programs, and other special events, with

recommendation to the board, as appropriate, for its attention or action;

(e) Provide for periodic board self-evaluation and assessment;

(f) Elect officers annually through a nomination process at its next to last regularly scheduled quarterly meeting of the university's fiscal year. When the governance committee is engaged in the making of nominations, it will, at the request of the chair of the committee to avoid a conflict of interest in the process, be chaired by the trustee whose term is expiring and is therefore not eligible to serve as an officer. When the governance committee is engaged in the making of nominations, the president of the university may be excused from the committee's proceedings;

(g) The chair will annually survey the trustees regarding their interest, willingness and qualifications to serve in leadership roles in the forthcoming term, the results of which will be presented to the next elected chair of the board; and

(h) Consider other matters as appropriate to a governance committee, or as assigned by the executive committee of the board.

(7) Ad hoc committees. The chairperson may appoint from time to time such ad hoc committees as may be required for the proper and continuous operation of the university; however, an ad hoc committee shall not be appointed to consider matters which lie entirely within the purview of a standing committee. The chairperson shall determine the membership of the ad hoc committee and when the work of the ad hoc committee is completed.

(E) Article V. Administration of the university.

(1) President of the university, faculty, and staff. The board shall employ the president of the university; and shall employ, fix the compensation of, and remove employees as may be necessary. The board shall do all things necessary for the proper maintenance and successful continuous operation of the university and may act under such policies and bylaws as it may approve.

(2) Other personnel. The employment, classification, wage scales, and dismissal of all personnel, not otherwise under contract to the board of trustees, shall follow the policies established by the board and the laws of the state of Ohio.

(3) Reports to the board.

(a) Budget. At a meeting of the finance and facilities committee prior to the board's last regular meeting of the university's fiscal year, the president shall present to the board the draft budget for the ensuing fiscal year. The budget shall be presented in a form showing estimated income and the allocations for the university's major areas of expenditure in accordance with general account classifications of the state of Ohio and shall be accompanied by a review describing the major changes.

As may be necessary, the budget may be revised from time to time by the board. After approval by the board, the budget shall govern financial transactions. The president shall establish procedures for the expenditure of all budgeted funds in accordance with the policies of the board. In administering the budget, the president may make or authorize transfers or adjustments in individual budget accounts or in local unrestricted accounts provided that no such action shall increase the total of budgeted expenditures. Whenever income fails to meet budgeted income, the president shall present to the board for its review and approval a plan to address any anticipated shortfalls. The status of the budget shall be reported to the board at each of its regularly scheduled meetings.

(b) Revisions of fees and other charges. From time to time, but no less than annually, the president shall recommend to the board for its approval a continuation or revision of the instructional fees, tuition, general fees, and other uniform charges.

(c) Service charges. The president may fix and announce other fees, fines, and rental or service charges. No such other fees or charges shall be imposed until authorized by the president.

(d) Purchase of insurance.

(i) The president shall cause to have prepared and submitted to the board, at or before its first regular meeting after January first of each year, a report that tabulates all insurance policies in force, including coverage, current premiums and premiums paid during the previous two years, and agents servicing these policies. This report shall include, but is not limited to: general, fire, liability, bonds, property, automobile, comprehensive, officers and directors' liability, medical and hospitalization contracts, or any other policy for the protection of Youngstown state university's personnel and property.

(ii) All insurance shall be purchased through the president or his or her designee.

(e) Inventory of real property. At the close of each fiscal year, the president shall cause to be prepared and submitted to the board, at or before its first regular meeting after September first of each year, an inventory of all real property managed, owned, leased, rented, or under option to the university. This report shall include acreage held, an estimate of land and building values, a general statement on the condition of the physical plant, and such other details as may be directed by the board or the president.

(f) Obligation of the university. At the close of each fiscal year the president shall cause to be prepared and submitted to the board a report describing the obligations of the university, financial and otherwise, the terms and conditions of repayment or satisfaction of such obligations and any security given by the university toward such obligations.

(g) Annual financial report. At the end of each fiscal year, the president shall cause to be prepared and submitted to the board, at its first regular meeting after the audit of the university has been released by the auditor of state, a comprehensive financial report. The report should summarize all financial transactions, note changes in fund balances, and tabulate expenditures in accordance with generally accepted accounting principles for state agencies.

(h) Youngstown state university development service agreement. At the end of each fiscal year the president shall cause to be prepared and submitted to the board a report pertaining to the university's development functions. Said report shall include detailed information regarding the university's relationship with the YSU foundation and activities performed by the Youngstown state university development service agreement entered into between the university and the YSU foundation.

(4) Purchasing practice. All purchases by the university shall be made in accordance with the policies of the board and the laws of the state of Ohio.

(F) Article VI. University organizations.

(1) Auxiliary agencies.

(a) As recommended by the president and approved by the board, certain university operations, whose income includes substantial amounts of other than imposed fees or appropriated revenue, shall be designated as auxiliary services. For budgeting purposes, an auxiliary service is a fiscal entity. The president shall cause to be prepared and

submitted to the finance and facilities committee, at or before its first meeting after September first of each year, an annual report including an itemization of income and expenditures and a résumé of the operation for the year.

(b) Except for those auxiliary activity accounts otherwise restricted, there may be a transfer of balances among them or to other university purposes as directed by the president with the approval of the finance and facilities committee.

(c) The rental policies of the university as approved by the board also apply to all auxiliary activity facilities.

(G) Article VII. Instruction and degrees.

(1) Degrees and certificates.

(a) Degrees, titles, and certificates shall be awarded by the board upon recommendation of the university faculty and transmitted to the board by the president. All diplomas issued to those receiving degrees and titles from the university shall be signed by the chairperson and the president.

(b) Honorary degrees. The board will consider the conferral of honorary degrees given the recommendations to the provost by the academic senate as stipulated in its charter and the provost to the president as recommended to the board.

(c) Commencement speakers. The board will consider the selection of a commencement speaker given the recommendations to the provost by the academic senate as stipulated in its charter and the provost to the president as recommended to the board.

(H) Article VIII. Miscellaneous.

(1) Appearances before governmental offices. Subject to specific control by the board, the preparation and presentation of requests for appropriations from the state of Ohio, and all appearances, communications, and representations made on behalf of the

university with all federal, state, and local government offices, boards, and agencies, shall be under the direction of the president. Unauthorized appearances, communications, and representations before federal, state, and local government offices, boards, and agencies are hereby prohibited.

(2) Use of university facilities. The use of university facilities shall be governed by such rules and regulations as may be promulgated by the president.

(3) Protocol for requests to address the board and/or its committees.

(a) Any and all persons desiring to address the board shall submit in writing a request for permission to address the board. Such request shall be submitted not less than three weeks prior to the meeting of the board at which the party requests to be heard.

(b) All such requests shall be submitted to the board chairperson through the secretary to the board of trustees, by submission either directly to the secretary or through the office of the president of the university.

(c) All such requests shall state the subject of the matter to be addressed to board, the identity or identities of the person(s) who will speak to the subject matter before the board, the relationship(s) of such person(s) to the university and the matter being brought to the attention of the board, the postal and electronic mail addresses and daytime telephone number of the person(s) requesting permission to address the board.

(d) As the standing committees of the board are composed of all of the board's trustees, the board chairperson may in his or her discretion, refer any request to address the board to such committee of the board as the chairperson deems appropriate.

(e) Any presentation to the board or a committee thereof contemplated under this procedure shall not be longer than five minutes in total length. The board chairperson and/or

the chair of the board committee before which such presentation is to be delivered may at any time, in his or her discretion, increase or decrease the number of persons addressing the board or committee, and/or lengthen, shorten, or cancel the time permitted for any address or presentation.

(f) The format and substance of any address or presentation to the board or its committees shall at all times remain within the bounds of relevance, civility, and decorum as shall be determined in the sole discretion of the chairperson of the body before which the matter is addressed or presented. The chairperson of that body shall at all times possess the authority to lengthen, short, or cancel, without notice or action of the body, the time allotted to any address or presentation.

(g) No request to address the board or any of its committees shall knowingly be permitted or permitted to proceed if the substance or purpose of such address is or may be a subject of litigation, collective bargaining, employment relations involving the university, its employees, and/or students, or any other matter which is not properly within the public interest or the interest of the university.

(4) Protocol for handling letters, petitions, or other such forms of communication submitted to the board.

(a) Any such communication of a personnel nature will be considered by the appropriate committee of the board at the next regularly scheduled meeting.

(b) Communications other than personnel matters will be considered for appropriate disposition at the next agenda setting meeting for the upcoming regular meeting of the board.

If considered to be an urgent matter by the president, the board chair will be consulted to determine the appropriate next steps regarding the matter.

(I) Article IX. Bylaws, rules, and policies (promulgation, amendment, and repeal).

(1) Statement of purpose. University bylaws, including additions or amendments, outline the major administrative and governing functions of the board. Detailed rules, policies, and ordinances for the operation of the university may be enacted or amended by action of the board or may be promulgated by the president, provided such shall not conflict with policies or bylaws of the board.

(2) Rules and policies: promulgation, amendment, and repeal. Detailed rules and policies for the organization, administration, and operation of the university may be promulgated, amended, and repealed by the board, in consideration of recommendations of the president.

(3) Amendments to bylaws.

(a) Bylaws may be altered, amended, or repealed, and new bylaws may be adopted, by affirmative vote of not less than six trustees at any regular meeting or special meeting of the board. Any proposed alteration, amendment, repeal, or adoption of all or any part of the bylaws shall first be announced at a meeting of the board (regular or special). Action on the proposal may not be taken until the next meeting of the board (regular or special).

(b) Amendments to the bylaws shall be effective upon adoption by an affirmative vote of not less than six members of the board.

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3356-1-01 Bylaws.

(A) Article I. Definitions.

(1) “Board” means the board of trustees of Youngstown state university.

(2) “Chairperson” means the chairperson of the board of trustees of Youngstown state university.

(3) “Committee meeting” means a meeting held by any of the board standing committees, including subcommittee meetings of the standing committees, and ad hoc committees appointed from time to time.

(4) “Designee” means a member of the university’s administrative office(s).

(5) “Electronic communication" means live, audio-enabled communication, as further defined in division (A) of section 3345.82 of the Revised Code, which permits trustees to attend meetings remotely.

(6) “President” means the president of Youngstown state university.

(7) “Secretary” means the secretary to the board of trustees of Youngstown state university.

(8) “Student trustee” means a student member of the board appointed by the governor of the state of Ohio pursuant to section 3356.01 of the Revised Code.

(9) “Trustee” means a member of the board appointed for a term by the governor of the state of Ohio pursuant to section 3356.01 of the Revised Code.

(10) “University” means Youngstown state university.

(11) “Vice chairperson” means the vice chairperson of the board of trustees of Youngstown state university.

(B) Article II. Meetings.

(1) Regular meetings.

(a) The board shall meet no less than four times each year, and at such other times as may be necessary for the best interests of the university. Meetings shall be called at such times as the board prescribes, provided, however, that meetings will usually be held in the months of September, December, March, and June. At the time of the adjournment of each meeting, the board shall provide, by resolution, the date, time, and place for holding the board's next regular meeting. No less than five days prior to the date of a regular meeting, the secretary, or designee, shall provide written notice of said meeting to every member of the board. Notices may be hand-delivered or sent via facsimile, electronic mail, or by first class mail to the residence or business address of a board member.

(b) Any board member may waive notice of a regular meeting. Attendance of a board member at a regular meeting shall constitute a waiver of notice of the regular meeting.

(2) Special meetings.

(a) Special meetings of the board may be called by written request (the "Call") signed by the chairperson, the president, or by three trustees, and delivered to the secretary. The "Call" for a special meeting shall specify the date, time, place, and purposes thereof, although other business than that specified in the "Call" may be considered at any such meeting. Upon receipt of a call for a special meeting, and no less than forty-eight hours prior to the time of commencement of the special meeting, the secretary, or designee, shall provide notice of the special meeting to every member of the board and to the president. Notice of a special meeting shall include the date, time, place, and purposes thereof, as set forth in the "Call." Notice of a special meeting may be given in oral or written form and may be given directly to the board member by telephone or direct conversation, or by facsimile, hand delivery, electronic or first-class mail sent to the board member's residence or place of business.

(b) Any board member may waive notice of a special meeting. Attendance of a board member at a special meeting shall constitute a waiver of notice of the special meeting.

(3) Emergency meetings. In the event of an emergency wherein the best interests of the university require immediate official action by the board, the chairperson (or in his or her absence or disability, the vice chairperson) or the president (or in his or her absence, the provost of the university) may call an emergency meeting of the board. In such event, all reasonable effort shall be made to schedule the emergency meeting in order to permit all of the members of the board to attend the emergency meeting. In such event, all reasonable effort shall be made to notify all of the members of the board of the date, time, place, and nature of the emergency requiring immediate official action.

(4) Electronic meeting attendance.

(a) Trustees may attend board meetings via electronic communication, subject to the following requirements:

(i) A trustee shall attend in person at least one-half of the regular meetings of the board annually; and

(ii) All meetings conducted using electronic communication shall meet the following minimum standards:

(a) At least one-third of the trustees attending the meeting shall be present in person at the place where the meeting is conducted;

(b) All votes taken at the meeting shall be taken by roll call vote; and

(c) A trustee who intends to attend a meeting via means of electronic communication must notify the chair of that intent not less than forty-eight hours before the meeting, except in the case of a declared emergency.

(b) A trustee who attends a board meeting via means of electronic communication will be considered to be present at the meeting, will be counted for the purposes of establishing a quorum, and may vote at the meeting, consistent with the authority of division (C) of section 3345.82 of the Revised Code.

(c) Electronic meeting attendance is also available for committee meetings. The same minimum standards set forth in paragraph (4)(a)(ii) of this rule apply to committee meetings, excluding (4)(a)(ii)(b).

(5) Place of meetings.

(a) All regular and special meetings of the board shall be held on university property or through YSU supported technology as provided by law, or on rare occasions off-campus, but with easy access to the public, if circumstances warrant as determined by the chairperson and the president and as provided by law. The place of all board meetings shall be specified in the notice of the meeting.

(b) Emergency meetings of the board shall be held on university property unless, in the judgment of the person or persons making the "Call," the circumstances creating the emergency render a meeting on university property either physically impractical or infeasible.

(6) Quorum.

(a) A majority of the trustees, when duly convened pursuant to university bylaws, shall constitute a quorum for the transaction of business at any meeting of the board. Student trustees shall not be considered in the determination of a quorum. If less than a majority of the trustees are present at, or at any time during said meeting, a majority of the trustees present may adjourn the meeting from time to time without further notice. When, upon reconvening any such adjourned meeting, and with a quorum present, any business may be transacted which might have been transacted at the meeting as originally notified.

(b) At any meeting where a quorum is present, a majority vote of those present and voting shall be required for any official action by the board, except as otherwise permitted by law or by the bylaws contained in this rule.

(c) A trustee may abstain from voting on a matter. A trustee that abstains from voting shall be counted in the determination of a quorum but shall not be counted as voting in favor or against the matter upon which the vote is taken. Trustees having a direct personal or pecuniary interest in a matter that is not common to other members of the board should declare that interest and refrain from discussing and voting on that matter.

(7) Organization of meetings.

(a) At each meeting of the board, the chairperson, or in the chairperson's absence, the vice chairperson, or in the absence of both, a chairperson pro tempore, chosen by a majority of the trustees present, shall preside. The secretary, or in the secretary's absence, any person appointed by the chairperson, shall keep the minutes of the meeting, and otherwise perform the duties of secretary of the meeting.

(i) The minutes shall be developed as prescribed by law and include information that provides perspectives regarding decisions made by the board as well as demonstrate the board is proactive in its responsibilities to both the state of Ohio and in consideration of the continuing accreditation of the university.

(ii) The minutes shall be maintained on the university's board of trustees website in addition to those also maintained via the Maag library in accordance with laws and/or policies associated with records retention.

(iii) Minutes shall be prepared and provided to the board as soon as practicable after each board meeting in

order that members may appropriately review and approve the minutes.

(8) Order of business. The order of business at all regular and special meetings of the board shall be as follows:

(a) Roll call.

(b) Proof of notice of meeting.

(c) Disposition of minutes.

(d) Presentation(s) from the university community (optional).

(e) Report of the president.

(f) Report of the committees of the board.

(g) Communications and memorials.

(h) Unfinished business.

(i) New business.

(j) Chairperson's remarks and requested additional president's remarks as chosen to be offered.

(k) Election of board officers (as pertinent).

(l) Time and place of next regular meeting of the board.

(m) Adjournment.

(9) Parliamentary procedure. Questions of parliamentary procedure shall be resolved in accordance with "Robert's Rules of Order." The secretary, or designee, shall serve as the board's parliamentarian.

(10) Procedures for presentation of items to be considered.

(a) Any proposed action introduced by a board member which would substantially affect university policy shall be presented to the chairperson prior to the meeting at which

the matter is to be considered by the board. The proposed action shall be submitted in sufficient time to allow the chairperson to assign the proposed action to an appropriate board committee to review such action and to make whatever recommendations to the full board the committee deems to be appropriate.

(b) The annual budget and all other major questions of university policy recommended by the president shall be presented to each member of the board prior to the meeting at which the matter is to be considered by the board. The proposed action shall be submitted in sufficient time to allow the appropriate board committee to review such action and to make whatever recommendations to the full board it deems to be appropriate.

(c) Any business to be presented to the board by other than a board member or the president shall be submitted in writing to the chairperson, who shall refer it to the appropriate board committee for consideration and possible action. The chairperson may direct that such business be placed on the agenda.

(11) Public notice of meetings.

(a) Public notice of all board meetings shall meet or exceed that required by Ohio law, section 121.22 of the Revised Code.

(b) Any person or news medium may ascertain the time and place of all regularly scheduled board meetings and the time, place, and purpose of all special board meetings by contacting university communications or on the internet at board of trustees website. The local media, and other interested parties, will be made aware of upcoming meetings of the board when requesting such notification by contacting the office of communications.

(C) Article III. Officers and organizations.

(1) Powers of the board. The board shall have the power, not inconsistent with law or university bylaws, to do all things

necessary for the proper maintenance and successful and continuous operation of the university. No individual trustee, student trustee, or committee of the board shall have authority to commit or bind the board or the university to any policy, action, or agreement unless specifically authorized by action of the board.

(2) Officers of the board. The officers of the board shall be the chairperson, the vice chairperson, and the secretary. The board may appoint such other officers or employees as the interests of the university require. Such officers and employees shall have such authorities, and shall perform such duties, as may be prescribed by the board.

(3) Qualifications, election, and term of office. The chairperson and vice chairperson shall be trustees. The qualifications of all other officers shall be determined by the board. The officers of the board shall be annually elected by the trustees at the board's last regular meeting of the university's fiscal year. Newly elected officers shall take office immediately following adjournment of the meeting at which they are elected and shall hold their offices until their successors are elected.

(4) Chairperson. The chairperson, when present, shall preside at all meetings of the board and perform generally all duties incident to the office of the chairperson and such other duties as may be assigned to the chairperson by the board. Unless contrary to board policy or the bylaws contained in this rule, the chairperson may assign any of the chairperson's duties to another trustee.

(5) Vice chairperson. In the event of a temporary vacancy in the office of the chairperson or at the request of the chairperson, or in the event of temporary absence or disability of the chairperson, the vice chairperson shall perform all the duties of the chairperson and, while so acting, shall have all the power and authority of, and be subject to the restrictions upon, the chairperson.

(6) Secretary. The secretary, or designee, shall prepare minutes of all meetings and proceedings of the board. The secretary, or designee, shall give notice of all meetings of the board, when required by the provisions of Article II and the appropriate sections. The secretary, or designee, shall serve as the board's parliamentarian. At the last regular meeting of the university's fiscal year, the

secretary shall submit a written report of board member attendance at board and committee meetings for the preceding year. The secretary shall perform such other duties as from time to time may be assigned to the secretary by the board or the chairperson.

(7) Attorney general. The attorney general of the state of Ohio shall be the legal advisor to, and represent, the university and/or the board in all matters civil or criminal involving the university of the board.

The general counsel of the university is a member of the Ohio attorney general's office and represents the board of trustees on behalf of the state of Ohio.

(8) Removal of board officers. Any officer of the board may be removed as such officer at any time, either with or without cause, by resolution adopted by not less than six trustees at any regular meeting of the board. Any officer may be removed as such officer, either with or without cause, by resolution adopted by not less than six trustees at any special meeting of the board, provided that such removal action was indicated on the notices of such special meeting.

(9) Student trustees. Section 3356.01 of the Revised Code provides for appointments of two students to the board but provides that student trustees shall have no voting power on the board, that student trustees shall not be considered as members of the board in determination of a quorum, and that student trustees shall not be entitled to attend executive sessions of the board.

(10) Permanent vacancies. In the event of a permanent vacancy in the office of the chairperson or vice chairperson, the remaining trustees may elect a successor to fill such permanent vacancy. What constitutes a "permanent vacancy" shall be determined by the board.

(11) Board orientation.

(a) There shall be at least annually a board orientation developed specifically for onboarding new members of the board but will be open to all board members to attend.

(b) The orientation shall include the chair, vice chair, secretary, and president and the executive officers of the university as well as any other individual invited to present at and/or attend the orientation.

(c) The orientation should be constructed in such a fashion that new board members in particular can more easily and rapidly engage themselves fully in all matters before the board as specified in university bylaws and otherwise specified by law.

(d) Orientation may be comprised of various types and levels of engagement and interactions that optimally served the purpose of the orientation session(s).

(12) Ethics training. The board, executive officers of the university and other invited members of the administration's leadership will annually engage in ethics training.

(D) Article IV. Board committees.

(1) Membership. All trustees and student trustees shall be voting members of all board standing committees, unless otherwise provided by university bylaws.

(2) National/global trustees. In order to take advantage of the diverse talents, resources, and experiences of friends and alumni of the university who can contribute to the current and future success of the university, the position of national/global trustees has been established in accordance with the following guidelines, to which exceptions can be made:

(a) The board may nominate and appoint persons to the position of national/global trustee. National/global trustees shall be nominated and appointed by the board of trustees on the basis of one or more of the following criteria: success in chosen field or business; state or national prominence; ability to serve as an advocate for higher education; ability and willingness to offer advice to the board and university president and/or demonstrated support for Youngstown state university.

(b) There shall be no more than three persons serving in the position of national/global trustee at any one time. National/global trustees shall serve staggered terms such that no more than one such position expires in a calendar year.

(c) Each national/global trustee shall be appointed for a three year term and shall be eligible to serve a second consecutive three year term. A national/global trustee that has served two consecutive terms shall not be eligible for reappointment as a national/global trustee until not less than one year has passed since the conclusion of his or her term as a national/global trustee.

(d) National/global trustees shall have no voting privileges on the board, shall not be considered in determining whether a quorum is present and shall not be eligible to be an officer of the board, but may otherwise participate in all activities of the board.

(e) National/global trustees shall not be compensated for their service but shall be paid their reasonable and necessary expenses in the same manner that applies to trustees.

(f) National/global trustees shall follow the Ohio ethics laws, including those set forth in Chapter 102. and sections 2921.42 and 2932.43 of the Revised Code, the board's bylaws and university policy.

(g) National/global trustees shall be appointed by board action after nomination by the governance committee of the board in accordance with the process described for the nomination and election of board officers set forth in the bylaws contained in paragraph (D)(6)(i) of this rule.

(h) National/global trustees may be removed by a majority vote of the board.

(i) A trustee may serve as a national/global trustee, but cannot be appointed to serve as a national/global trustee until at least one year after the board member's term as a trustee has ended.

(j) An employee or former employee of the university may serve as a national/global trustee but cannot be appointed to serve as a national/global trustee until at least one year after that person's compensated service to the university has ended.

(k) National/global trustees shall be entitled to legal defense and indemnification against claims and liabilities that might arise from the performance of their duties on behalf of the board to the fullest extent permitted by Ohio law. In addition, the national/global trustees will be considered a "volunteer" for purposes of coverage under the university's liability insurance.

(3) Committee chairperson and vice chairperson. The chairperson shall appoint the chairperson and vice chairperson of each standing committee, and members of such committees that are not otherwise composed of all of the trustees or as otherwise set forth herein, subject to the approval of the board. Committee chairpersons and vice chairpersons shall be trustees.

(4) Quorum and conduct of committee meetings.

(a) Five members of a standing committee shall constitute a quorum, unless otherwise provided. A majority of the members of subcommittee of a standing committee shall constitute a quorum, unless otherwise provided. The act of a majority of the members present and voting at a meeting at which a quorum is present shall be the act of the committee or subcommittee. However, regardless of the existence of a quorum in number, at least one of the following four persons must be present at a committee or subcommittee meeting in order for the committee to conduct business:

(i) The chairperson;

(ii) The vice chairperson;

(iii) The (sub)committee chairperson; or

(iv) The (sub)committee vice chairperson.

A committee member may abstain from voting on a matter. A committee member that abstains from voting shall be counted in the determination of a quorum but shall not be counted as voting in favor or against the matter upon which the vote is taken. Committee members having a direct personal or pecuniary interest in a matter that is not common to other members of the board should declare that interest and refrain from discussing and voting on that matter.

(b) A majority of the members of a special or ad hoc committee, including any student trustees, shall constitute a quorum. The act of a majority of the members present and voting at a meeting at which a quorum is present shall be the act of the special or ad hoc committee.

(c) The board and university administration will mutually develop committee agendas, with the chairperson having authority to approve all final agendas.

(5) Rules. Each committee may adopt rules for its own governance not inconsistent with university bylaws or any rule adopted by the board.

(6) Standing committees. The board's standing committees, and their respective duties and areas of responsibility, shall be as follows:

(a) Academic excellence and student success committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Academic policies which provide for and govern faculty teaching, research, and service;

(b) Establishment of new academic programs, changes in or deletions of existing academic programs, and the issuing of certificates or the granting of degrees;

(c) Policies which provide for and govern retention, persistence, progress, and graduation, including but not limited to, diversity issues and general education requirements;

(d) Policies which provide for and govern student housing and student life;

(e) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the committee; and

(f) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those academic and administrative departments within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(a)(ii) of this rule, or as assigned by the board or its executive committee.

(iv) Provided that he or she is a member of the university faculty, the chair of the YSU academic senate shall be a nonvoting member of the committee. In the event that the chair of the YSU academic senate is not a member of the university's faculty, then the faculty member holding the highest-ranking position within the YSU academic senate leadership shall hold this position. This position shall not count toward the determination of a quorum of the committee.

(b) Institutional engagement committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern student recruitment, financial aid, orientation and enrollment, including but not limited to, integrated marketing, yield, scholarship optimization, and career success.

(b) Policies that provide for and govern the external relationships established by or required of the university, excluding matters assigned to other of the board's standing committees;

(c) Policies that provide for and govern university fundraising, including but not limited to, institutional advancement through the YSU foundation, the YSU research foundation, the annual fund, capital campaigns, special projects and solicitations;

(d) The Youngstown state university development agreement between the university and the YSU foundation.

(e) Policies that provide for and govern continuing university relations with its graduates, including but not limited to, alumni associational activity;

(f) Policies that provide for and govern university operations directed toward effective communications, public relations, marketing, and the enhancement of community goodwill;

(g) Policies that provide for and govern university public service in, and partnerships

with, the larger community, or segments thereof, including but not limited to, those relationships which are contractual; policies which provide for and govern university intergovernmental relationships, including but not limited to, those with the city of Youngstown, Mahoning county, as well as with agencies and departments of state and federal governments;

(h) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the committee; and

(i) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(b)(ii) of this rule, or as assigned by the board or its executive committee.

(c) Finance and facilities committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Financial and budgetary policies, including but not limited to, the annual operating budget, and the capital improvement budget;

(b) Policies governing debt instruments issued by the university;

(c) The financial and budgetary impact of major agreements, contracts, programs, plans or initiatives to be recommended to the board by any standing, ad hoc, or special committee, including but not limited to, recommendations regarding university personnel, insurance, and donations;

(d) The acquisition of real property by purchase, gift, or otherwise; the disposition of real property; the acquisition or disposition of significant property broadly classified as technology;

(e) Major projects, including but not limited to, the construction, demolition, or remodeling of facilities, and, as appropriate, the selection of architects and engineers;

(f) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with matters within the purview of the finance and facilities committee;

(g) Policies as related to the health of the campus community particularly related to current or emerging health crises; and

(h) Policies that provide for the acquisition, development, access, and use of electronic technology within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the finance and facilities committee, including but not limited to, the conduct, and scrutiny of the auditor's work product, of the annual audit, as well as any special audits, undertaken by:

(a) The university's internal auditor;

(b) External auditors; and

(c) State auditor.

Auditor's work product includes findings, management letters, and all other relevant documentation.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(c)(ii) of this rule, or as assigned by the board or its executive committee.

(iv) The finance and facilities committee will include the following subcommittee:

(a) Audit subcommittee.

(i) The audit subcommittee, chaired by the chairperson of the finance and facilities committee, will be composed of the chairperson and four additional trustees who will be appointed annually by the chairperson of the board. As appropriate, when receiving and considering certain audit reports, the president may be excused from the subcommittee proceedings.

(ii) The audit subcommittee will meet at least once annually and perform those duties as assigned by the finance and facilities committee relative to the bylaws contained in paragraph (D)(6)(c)(ii) of this rule. The subcommittee will report its findings and recommendations to the finance and facilities committee.

(d) Investment committee.

(i) To consider those matters that warrant board attention or require board action relating to:

Section 3345.05 of the Revised Code, to exercise the authority and responsibility provided by law including but not limited to:

(a) Policies governing investments issued by the university.

(b) Custody and investment of any funds which are now under or may in the future come under control of the board of trustees.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(d)(ii) of this rule, or as assigned by the board or its executive committee.

(e) Intercollegiate athletics committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern the university's participation in intercollegiate athletics;

(b) Personnel matters; however, approval of personnel actions will occur in the university affairs committee;

(c) Policies that provide for the effectiveness of the NCAA compliance program;

(d) Policies that provide for the effectiveness of ensuring and promoting the academic,

health, and social welfare of student-athletes;

(e) Policies that assure the effectiveness of implementing the committee's endorsed budget;

(f) Academic performance and progress of student-athletes annually;

(g) Governance policies related to intercollegiate athletics;

(h) The president's proposed approach to the selection of and term of service of the NCAA faculty representative(s);

(i) Comparison of benchmarks that have been mutually agreed upon by the president and the director of intercollegiate athletics and endorsed by the committee; and

(j) The faculty NCAA athletics representative(s) in serving as a liaison between the academic enterprise and the intercollegiate athletics department and receives the yearly update provided to the academic senate.

(ii) The faculty representative(s), as specified in rules 3356-6-02 and 3356-6-03 of the Administrative Code (university policies 3356-6-02 and 3356-6-03), shall be a nonvoting member(s) of the committee. This (these) position(s) shall not count toward the determination of a quorum of the committee.

(iii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iv) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(e)(iii) of this rule, or as assigned by the board or its executive committee.

(f) University affairs committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for and govern the internal administrative operations of the university, excluding matters assigned to other of the board's standing committees;

(b) Policies that provide for and govern university employment where collective bargaining agreements apply, including but not limited to, oversight of the collective bargaining process and labor negotiations with unions representing university employees;

(c) Policies that provide for and govern university employment exempt from collective bargaining agreements, including but not limited to, oversight of contractual arrangements with exempt personnel;

(d) Policies that provide for equal opportunity standards and govern equal opportunity practices in university employment and operations, including but not limited to, implementation of affirmative action initiatives;

(e) Policies that provide for the acquisition, development, access, and use of electronic technology; and

(f) Institutional mission, strategic and master plans, or relevant parts thereof, dealing with

matters within the purview of the committee.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(f)(ii) of this rule, or as assigned by the board or its executive committee.

(g) Workforce education and innovation committee.

(i) To consider those matters that warrant board attention or require board action relating to:

(a) Policies that provide for the optimal utilization and effectiveness of all areas pertaining to workforce education and innovation;

(b) Policies that provide for optimal alignment of initiatives and activities associated with job entry and career advancement;

(c) Policies that optimize institutional engagement with local, regional, statewide and national workforce education and innovation initiatives;

(d) Policies that optimize the potential to monetize activities and initiatives across the education for workforce entry and career advancement spectrum;

(e) Policies that provide for and govern the university's participation in initiatives related to education for career entry and work advancement;

(f) Personnel matters; however, approval of personnel actions will occur in the university affairs committee; and

(g) Annual financial report to the full board of trustees.

(ii) To assist the board in the exercise of its oversight responsibilities relating to those administrative departments and functions within the purview of the committee.

(iii) To exercise on behalf of the board ancillary jurisdiction as related to the bylaws contained in paragraph (D)(6)(g)(ii) of this rule, or as assigned by the board or its executive committee.

(h) Executive committee.

(i) The membership of the executive committee shall consist of the chairperson (presiding), the vice chairperson, and the chairpersons of the academic excellence and student success committee, the institutional engagement committee, the finance and facilities committee, the investment committee, the intercollegiate athletics committee, and the university affairs committee. The executive committee will consider those matters that warrant board attention or require board action relating to:

(a) Matters relevant to the employment, assessment and compensation of the president, with recommendation to the board, as appropriate, for its attention or action; for purposes of this consideration, the president may be excused from the committee's proceedings;

(b) Matters relative to the employment, assessment and compensation of the secretary, if determined by the board to be necessary, with recommendation to the

board, as appropriate, for its attention or action; for purposes of this consideration, the secretary may be excused from the committee's proceedings;

(c) Matters not within the assigned purview of any board standing, ad hoc, or special committee; the executive committee will report on such matters, as appropriate, to the board for its attention or action;

(d) Special assignments of particular matters, not clearly within the purview of any board committee, to one of the board's standing, ad hoc, or special committees; the designated committee will be instructed to report either to the executive committee or to the board;

(e) Resolution of jurisdictional ambiguities between or among the board's standing, ad hoc, or special committees; and

(f) Other matters as appropriate to an executive committee, or as assigned by the board.

(i) Governance committee.

(i) The governance committee shall be chaired by the chairperson, except as otherwise provided herein, and will meet on an as-needed basis to:

(a) Consider proposed changes in the bylaws of the board, with recommendation to the board, as appropriate, for its attention or action;

(b) Consider proposed changes in board and committee procedures, in full or in part, not stipulated in the bylaws, including but not limited to, scheduling, administrative staff participation or assistance, etc., with

recommendation to the board, as appropriate, for its attention or action;

(c) Any institutional mission statement, strategic or master plans, with recommendation to the board, as appropriate, for its attention or action;

(d) Develop and schedule board advances, workshops, seminars, orientation programs, and other special events, with recommendation to the board, as appropriate, for its attention or action;

(e) Provide for periodic board self-evaluation and assessment;

(f) Elect officers annually through a nomination process at its next to last regularly scheduled quarterly meeting of the university's fiscal year. When the governance committee is engaged in the making of nominations, it will, at the request of the chair of the committee to avoid a conflict of interest in the process, be chaired by the trustee whose term is expiring and is therefore not eligible to serve as an officer. When the governance committee is engaged in the making of nominations, the president of the university may be excused from the committee's proceedings;

(g) The chair will annually survey the trustees regarding their interest, willingness and qualifications to serve in leadership roles in the forthcoming term, the results of which will be presented to the next elected chair of the board; and

(h) Consider other matters as appropriate to a governance committee, or as assigned by the executive committee of the board.

(7) Ad hoc committees. The chairperson may appoint from time to time such ad hoc committees as may be required for the proper and continuous operation of the university; however, an ad hoc committee shall not be appointed to consider matters which lie entirely within the purview of a standing committee. The chairperson shall determine the membership of the ad hoc committee and when the work of the ad hoc committee is completed.

(E) Article V. Administration of the university.

(1) President of the university, faculty, and staff. The board shall employ the president of the university; and shall employ, fix the compensation of, and remove employees as may be necessary. The board shall do all things necessary for the proper maintenance and successful continuous operation of the university and may act under such policies and bylaws as it may approve.

(2) Other personnel. The employment, classification, wage scales, and dismissal of all personnel, not otherwise under contract to the board of trustees, shall follow the policies established by the board and the laws of the state of Ohio.

(3) Reports to the board.

(a) Budget. At a meeting of the finance and facilities committee prior to the board's last regular meeting of the university's fiscal year, the president shall present to the board the draft budget for the ensuing fiscal year. The budget shall be presented in a form showing estimated income and the allocations for the university's major areas of expenditure in accordance with general account classifications of the state of Ohio and shall be accompanied by a review describing the major changes.

As may be necessary, the budget may be revised from time to time by the board. After approval by the board, the budget shall govern financial transactions. The president shall establish procedures for the expenditure of all budgeted funds in accordance with the policies of the board. In administering the budget, the president may make or authorize transfers or adjustments in individual

budget accounts or in local unrestricted accounts provided that no such action shall increase the total of budgeted expenditures. Whenever income fails to meet budgeted income, the president shall present to the board for its review and approval a plan to address any anticipated shortfalls. The status of the budget shall be reported to the board at each of its regularly scheduled meetings.

(b) Revisions of fees and other charges. From time to time, but no less than annually, the president shall recommend to the board for its approval a continuation or revision of the instructional fees, tuition, general fees, and other uniform charges.

(c) Service charges. The president may fix and announce other fees, fines, and rental or service charges. No such other fees or charges shall be imposed until authorized by the president.

(d) Purchase of insurance.

(i) The president shall cause to have prepared and submitted to the board, at or before its first regular meeting after January first of each year, a report that tabulates all insurance policies in force, including coverage, current premiums and premiums paid during the previous two years, and agents servicing these policies. This report shall include, but is not limited to: general, fire, liability, bonds, property, automobile, comprehensive, officers and directors' liability, medical and hospitalization contracts, or any other policy for the protection of Youngstown state university's personnel and property.

(ii) All insurance shall be purchased through the president or his or her designee.

(e) Inventory of real property. At the close of each fiscal year, the president shall cause to be prepared and submitted to the board, at or before its first regular meeting after September first of each year, an inventory of all real property managed, owned, leased, rented, or under option

to the university. This report shall include acreage held, an estimate of land and building values, a general statement on the condition of the physical plant, and such other details as may be directed by the board or the president.

(f) Obligation of the university. At the close of each fiscal year the president shall cause to be prepared and submitted to the board a report describing the obligations of the university, financial and otherwise, the terms and conditions of repayment or satisfaction of such obligations and any security given by the university toward such obligations.

(g) Annual financial report. At the end of each fiscal year, the president shall cause to be prepared and submitted to the board, at its first regular meeting after the audit of the university has been released by the auditor of state, a comprehensive financial report. The report should summarize all financial transactions, note changes in fund balances, and tabulate expenditures in accordance with generally accepted accounting principles for state agencies.

(h) Youngstown state university development service agreement. At the end of each fiscal year the president shall cause to be prepared and submitted to the board a report pertaining to the university's development functions. Said report shall include detailed information regarding the university's relationship with the YSU foundation and activities performed by the Youngstown state university development service agreement entered into between the university and the YSU foundation.

(4) Purchasing practice. All purchases by the university shall be made in accordance with the policies of the board and the laws of the state of Ohio.

(F) Article VI. University organizations.

(1) Auxiliary agencies.

(a) As recommended by the president and approved by the board, certain university operations, whose income includes

substantial amounts of other than imposed fees or appropriated revenue, shall be designated as auxiliary services. For budgeting purposes, an auxiliary service is a fiscal entity. The president shall cause to be prepared and submitted to the finance and facilities committee, at or before its first meeting after September first of each year, an annual report including an itemization of income and expenditures and a résumé of the operation for the year.

(b) Except for those auxiliary activity accounts otherwise restricted, there may be a transfer of balances among them or to other university purposes as directed by the president with the approval of the finance and facilities committee.

(c) The rental policies of the university as approved by the board also apply to all auxiliary activity facilities.

(G) Article VII. Instruction and degrees.

(1) Degrees and certificates.

(a) Degrees, titles, and certificates shall be awarded by the board upon recommendation of the university faculty and transmitted to the board by the president. All diplomas issued to those receiving degrees and titles from the university shall be signed by the chairperson and the president.

(b) Honorary degrees. The board will consider the conferral of honorary degrees given the recommendations to the provost by the academic senate as stipulated in its charter and the provost to the president as recommended to the board.

(c) Commencement speakers. The board will consider the selection of a commencement speaker given the recommendations to the provost by the academic senate as stipulated in its charter and the provost to the president as recommended to the board.

(H) Article VIII. Miscellaneous.

(1) Appearances before governmental offices. Subject to specific control by the board, the preparation and presentation of requests for appropriations from the state of Ohio, and all appearances, communications, and representations made on behalf of the university with all federal, state, and local government offices, boards, and agencies, shall be under the direction of the president. Unauthorized appearances, communications, and representations before federal, state, and local government offices, boards, and agencies are hereby prohibited.

(2) Use of university facilities. The use of university facilities shall be governed by such rules and regulations as may be promulgated by the president.

(3) Protocol for requests to address the board and/or its committees.

(a) Any and all persons desiring to address the board shall submit in writing a request for permission to address the board. Such request shall be submitted not less than three weeks prior to the meeting of the board at which the party requests to be heard.

(b) All such requests shall be submitted to the board chairperson through the secretary to the board of trustees, by submission either directly to the secretary or through the office of the president of the university.

(c) All such requests shall state the subject of the matter to be addressed to board, the identity or identities of the person(s) who will speak to the subject matter before the board, the relationship(s) of such person(s) to the university and the matter being brought to the attention of the board, the postal and electronic mail addresses and daytime telephone number of the person(s) requesting permission to address the board.

(d) As the standing committees of the board are composed of all of the board’s trustees, the board chairperson may in his or her discretion, refer any request to address the board to such committee of the board as the chairperson deems appropriate.

(e) Any presentation to the board or a committee thereof contemplated under this procedure shall not be longer than five minutes in total length. The board chairperson and/or the chair of the board committee before which such presentation is to be delivered may at any time, in his or her discretion, increase or decrease the number of persons addressing the board or committee, and/or lengthen, shorten, or cancel the time permitted for any address or presentation.

(f) The format and substance of any address or presentation to the board or its committees shall at all times remain within the bounds of relevance, civility, and decorum as shall be determined in the sole discretion of the chairperson of the body before which the matter is addressed or presented. The chairperson of that body shall at all times possess the authority to lengthen, short, or cancel, without notice or action of the body, the time allotted to any address or presentation.

(g) No request to address the board or any of its committees shall knowingly be permitted or permitted to proceed if the substance or purpose of such address is or may be a subject of litigation, collective bargaining, employment relations involving the university, its employees, and/or students, or any other matter which is not properly within the public interest or the interest of the university.

(4) Protocol for handling letters, petitions, or other such forms of communication submitted to the board.

(a) Any such communication of a personnel nature will be considered by the appropriate committee of the board at the next regularly scheduled meeting.

(b) Communications other than personnel matters will be considered for appropriate disposition at the next agenda setting meeting for the upcoming regular meeting of the board.

If considered to be an urgent matter by the president, the board chair will be consulted to determine the appropriate next steps regarding the matter.

(I) Article IX. Bylaws, rules, and policies (promulgation, amendment, and repeal).

(1) Statement of purpose. University bylaws, including additions or amendments, outline the major administrative and governing functions of the board. Detailed rules, policies, and ordinances for the operation of the university may be enacted or amended by action of the board or may be promulgated by the president, provided such shall not conflict with policies or bylaws of the board.

(2) Rules and policies: promulgation, amendment, and repeal. Detailed rules and policies for the organization, administration, and operation of the university may be promulgated, amended, and repealed by the board, in consideration of recommendations of the president.

(3) Amendments to bylaws.

(a) Bylaws may be altered, amended, or repealed, and new bylaws may be adopted, by affirmative vote of not less than six trustees at any regular meeting or special meeting of the board. Any proposed alteration, amendment, repeal, or adoption of all or any part of the bylaws shall first be announced at a meeting of the board (regular or special). Action on the proposal may not be taken until the next meeting of the board (regular or special).

(b) Amendments to the bylaws shall be effective upon adoption by an affirmative vote of not less than six members of the board.

YOUNGSTOWN STATE UNIVERSITY

DRAFT

FOR USE AT THE DECEMBER 2025 MEETING OF THE BOARD OF TRUSTEES

RESOLUTION TO AMEND THE BYLAWS OF THE BOARD OF TRUSTEES OF YOUNGSTOWN STATE UNIVERSITY

WHEREAS, the Board of Trustees has voted to incorporate into the Bylaws the requirements associated with electronic attendance at meetings of the Board;

WHEREAS, the Board of Trustees had addressed the matter in a Board approved university policy (3356-1-13) titled, "Electronic attendance of board of trustees meetings" in September 2022.

NOW THEREFORE BE IT RESOLVED, that the policy (3356-1-13) on "Electronic attendance of board of trustees meeting" is now rescinded.

Board of Trustees Meeting
December 11, 2025
YR 2026 -

TO BE RESCINDED

3356-1-13 Electronic attendance of board of trustees meetings.

Responsible Division/Office:	Office of the President
Responsible Officer:	President
Revision History:	September 2022
Board Committee:	University Affairs
Effective Date:	**September 18, 2025**
Next Review:	N/A

(A) Policy statement. It is the policy of the Youngstown state university board of trustees to allow its members to attend meetings of the board via means of electronic communication in accordance with section 3345.82 of the Revised Code.

(B) Definitions.

(1) "Board meeting" – a regular, special, or emergency meeting of the board of trustees as set forth in the board of trustees bylaws. See paragraph (B) of rule 3356-1-01 of the Administrative Code, bylaws policy "Article II Meetings."

(2) "Committee meeting" – a meeting held by any of the board standing committees, including subcommittee meetings of the standing committees, and ad hoc committees appointed from time to time.

(3) "Electronic communication" – live, audio-enabled communication, as further defined in division (A) of section 3345.82 of the Revised Code, which permits trustees to attend board meetings remotely.

(C) Electronic meeting attendance.

(1) Trustees may attend board meetings via electronic communication, subject to the following requirements:

(a) A trustee shall attend in person at least one-half of the regular meetings of the board annually; and

(b) All meetings conducted using electronic communication shall meet the following minimum standards:

(i) At least one-third of the trustees attending the meeting shall be present in person at the place where the meeting is conducted;

(ii) All votes taken at the meeting shall be taken by roll call vote; and

(iii) A trustee who intends to attend a meeting via means of electronic communication must notify the chair of that intent not less than forty-eight hours before the meeting, except in the case of a declared emergency.

(2) A trustee who attends a board meeting via means of electronic communication will be considered to be present at the meeting, will be counted for purposes of establishing a quorum, and may vote at the meeting, consistent with the authority of division (C) of section 3345.82 of the Revised Code.

(3) Electronic meeting attendance is also available for committee meetings. The same minimum standards set forth in paragraph (C)(1)(b) of this policy apply to committee meetings.