

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

Tod Hall
Thursday, December 7, 2017

Pursuant to notice duly given, a regular meeting (the three hundred fifty-fifth) of the Board of Trustees of Youngstown State University convened at 10:00 a.m., on Thursday December 7, 2017, in the Board Room in Tod Hall.

Ten trustees were present at the meeting, to-wit: Mr. Leonard D. Schiavone, chairperson of the board, who presided, Ms. Delores E. Crawford, Mr. David C. Deibel, Dr. Anita A. Hackstedde, Mr. James E. Roberts, Dr. John R. Jakubek, Ms. Molly S. Seals, Mr. Samuel W. Grooms, Mr. Capri S. Cafaro and Ms. Lexi E. Rager. Mr. Allan Metz was absent.

Also present were: Mr. James P. Tressel, President of the university; Mr. Neal McNally, Vice President for Finance and Administration; Ms. Holly A. Jacobs, Vice President and University General Counsel and Mr. Franklin S. Bennett, Jr., Secretary to the Board of Trustees. Also present were approximately 30 persons, including deans, members of the faculty, students, administrators, and members of the news media.

The chairperson called the meeting to order.

ITEM I – PROOF OF NOTICE OF MEETING.

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

ITEM II – DISPOSITION OF MINUTES FOR MEETINGS HELD SEPTEMBER 7, 2017, SEPTEMBER 20, 2017 AND OCTOBER 20, 2017.

Prior to the meeting, the secretary had provided draft copies of the minutes of the board's regular meeting held September 7, 2017 (#352) and also the board's special meetings held September 20, 2017 (#353) and October 20, 2017 (#354), to each trustee, the student trustees and the president. There being no additions, corrections, or revisions thereto, the minutes of the September 7, 2017, September 20, 2017 and October 20, 2017, meetings were approved as provided.

ITEM III – REPORT OF THE PRESIDENT OF THE UNIVERSITY

President Tressel said that alumni, faculty and staff across the university community have been working very hard on several initiatives that will have far-reaching importance to

the university. Mr. Tressel noted the work of Dr. Kevin Ball and the HLC Steering Committee as the campus prepares for the Higher Learning Commission's accreditation review and campus visit in March 2018. Mr. Tressel said that momentum continues to build as the \$100 million We See Tomorrow campaign progresses.

ITEM IV – REPORTS OF THE COMMITTEES OF THE BOARD.

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

1. Academic and Student Affairs Committee

Dr. Kevin Ball, Associate Provost for Academic Programs & Planning, introduced Dr. Robert Twomey, Assistant Professor of Art, who discussed his work in digital art. Dr. Twomey described how technology and art have combined in unexpected ways, and displayed several digital art projects. Dr. Twomey described his digital art exhibition entitled "A Machine for Living In," shown at Westminster College.

Dr. Ken Learman, Professor of Physical Therapy presented information regarding a proposed Doctor of Philosophy in Health Sciences and Dual DPT/PhD. Dr. Learman distributed a one-page document (a copy of which is attached to these minutes) describing the proposed doctorate. Dr. Learman said that the degree proposal should be ready for campus review in January and will thereafter come to the board of trustees for approval. Dr. Learman said there is great demand for doctoral faculty in the health sciences.

Mr. Mackenzi Brozovich, a graduate student in the Department of Counseling, School Psychology and Educational Leadership, described her work with opiate addiction and the success she has experienced within the academic program and course work and how she has and intends to apply that education in her licensure, employment and career.

Following the faculty and student presentations, the chairperson noted that the Academic and Student Affairs Committee was recommending six resolutions for adoption by the board. There being no objection thereto, the chairperson declared the following resolutions adopted by general consent:

Resolution to Modify
Student Travel Policy, 3356-8-07

YR 2018-20

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 modifications of University Policy governing Student Travel, policy number 3356-8-07, effective December 7, 2017, shown as Exhibit A attached hereto.

Resolution to Modify
Research, Grants, and Sponsored Programs Policy, 3356-10-13

YR 2018-21

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;

WHEREAS, the Adjunct Faculty policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of University Policy governing Research, Grants, and Sponsored Programs, policy number 3356-10-13, shown as Exhibit B attached hereto.

Resolution to Change the Department Name of
Mechanical and Industrial Engineering to
Mechanical, Industrial, and Manufacturing Engineering

YR 2018-22

WHEREAS, the YSU Board of Trustees authorized the formation of a new Bachelor of Engineering program in Manufacturing Engineering on June 15, 2016, to be housed within the Mechanical and Industrial Engineering Department, and

WHEREAS, recent advances in digital manufacturing, particularly 3D printing, have enhanced the opportunities, complexities, and excitement surrounding manufacturing; and

WHEREAS, to help secure the success of the new degree program by marketing it at the national and international levels; and

WHEREAS, faculty in the Department of Mechanical & Industrial Engineering request the name of the department be changed in order to be reflective of its degree programs including the newly approved manufacturing engineering program;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University approves the department name change of Mechanical & Industrial Engineering to Mechanical, Industrial, and Manufacturing Engineering.

Resolution in Support of Shared Governance

YR 2018-23

WHEREAS, the Board of Trustees aspires to improve the climate of the university and to foster an environment of mutual respect to improve student success and institutional progress; and

WHEREAS, the Board of Trustees recognizes that seeking input, listening to it, and considering it as part of any decision making process strengthens confidence in the University, without diluting the responsibility and accountability of decision makers at all levels.

NOW, THEREFORE, BE IT RESOLVED that, the Board of Trustees of Youngstown State University (a) encourages and aspires to a spirit of shared governance at the University, (b) supports the aspirations expressed in the attached “Principles and Practice of Shared Governance”, which were composed by the YES Committee of the University, and (c) thanks the Committee for its vision and diligence.

BE IT FURTHER RESOLVED that, while the spirit of shared governance does not require specific structures for shared governance to flourish, the University continues to support and utilize exemplary structures of shared governance, which provide sound input for decision makers, such as the following examples:

(a). The Academic Senate of the University, created by policy adopted by the Board of Trustees, exercises primary responsibility for developing and revising policies applicable to the academic functions and activities of the University through elected representatives of the Faculty, the Administration, and the Student Body.

(b). The Graduate Council is comprised of representatives of the Faculty, the Administration, and the Student Body, to provide review and input on a broad range of issues related to the University's graduate programs.

(c). Search Committees are established to recommend applicants for employment in faculty positions and administrative positions, and they are regularly comprised of Students, Faculty, Administrators, and members of the Board of Trustees.

(d). Numerous University, college, and department level committees are regularly comprised of staff, students, faculty, and administrators to provide input on policies and operations.

(e). The By-Laws of the Board of Trustees were amended as of March 16, 2017, to add the President of the Academic Senate to serve as a member of the Academic and Student Affairs Committee of the Board of Trustees.

BE IT FURTHER RESOLVED that, although the Board of Trustees cannot delegate or dilute its legal or fiduciary responsibilities, it seeks to have its decisions better informed through shared governance, thereby strengthening the University.

BE IT FURTHER RESOLVED that, if any terms or conditions of this resolution and the attached document conflict or are inconsistent with Board Bylaws or Policy, then the Bylaws or Policy shall prevail.

Resolution to Approve
Duplicate Program Reporting for Youngstown State University

YR 2018-24

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

WHEREAS, Section 3345.35. of the Ohio Revised Code requires that boards of trustees of each state institution of higher education evaluate all courses and programs based on enrollment and student performance; and

WHEREAS, the Governor's Task Force on Affordability and Efficiency noted that the legislation required reporting for low enrollment courses but did not address report requirements for duplicate programs; and

WHEREAS, the Ohio Department of Higher Education (ODHE) identified duplicate programs within each region of the state with particular attention to co-located campuses; and

WHEREAS, Youngstown State University's completed a study of duplicate programs and completed its final action report; and

WHEREAS, each board of trustees shall submit a final action report on duplicate programs indicating decisions made for each targeted program and a timeline for action by December 31, 2017;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve Youngstown State University's Final Action Report on Duplicate Programs to be submitted to the Chancellor of the Ohio Department of Higher Education and will report a final action report after its December 2017 meeting.

Resolution to Approve
University Remediation Report for Youngstown State University

YR 2018-25

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, 2017 and each 31st day of December thereafter, regarding the remediation of students; 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 FY 17 as required by the Ohio Department of Higher Education;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve Youngstown State University's Remediation Report to be submitted to the Chancellor of the Ohio Department of Higher Education and the Superintendent of Public Instruction by December 31, 2017

2. Institutional Engagement Committee.

The chairperson said that the Institutional Engagement Committee was recommending two resolutions for adoption by the board. There being no objection thereto, the chairperson declared the following resolution adopted by general consent:

Resolution to Accept
Alumni Engagement and WYSU Memberships

YR 2018-26

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby accept these memberships on behalf of Youngstown State University and requests that the President acknowledge the acceptance of these memberships

Resolution to Approve
Youngstown State University Development and Service Agreement

YR 2018-27

WHEREAS, on December 16, 2014, Youngstown State University (“University”) and the Youngstown State University Foundation (“Foundation”) entered into a Development Service Agreement, which expanded the development services of the Foundation and resulted in the Foundation serving as a primary point of fundraising and solicitation for all funds raised for the support of the University and its students; and

WHEREAS, the University and the Foundation amended the Development Service Agreement to extend the initial term of the agreement through December 31, 2017; and

WHEREAS, the University and the Foundation mutually desire to enter into a new Development and Service Agreement; and

WHEREAS, the University and the Foundation have developed a new Youngstown State University Development and Service Agreement that continues the Foundation’s current provision of development functions and services to the University through June 30, 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University hereby approves of the Youngstown State University Development and Service Agreement attached hereto as Exhibit D, and authorizes the

President to sign the Youngstown State University Development and Service Agreement.

3. Finance and Facilities Committee.

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

Resolution to Approve
Room and Board Rates and Fees for
University Housing, Effective Fall Semester 2018

YR 2018-28

WHEREAS, Ohio law provides that each Board of Trustees of state-assisted institutions of higher education may establish special purpose fees, service charges, and fines and penalties; and

WHEREAS, the University Housing is seeking an increase to its Room and Board Plans for FY18-19; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the room and board rates for University Housing, effective summer/fall semesters 2018, as shown in Exhibit E, attached hereto.

Resolution to Approve Room Rental Rates for
University Courtyard Apartments, Effective Fall Semester 2018

YR 2018-29

WHEREAS, Ohio law provides that each Board of Trustees of state-assisted institutions of higher education may establish special purpose fees, service charges, and fines and penalties; and

WHEREAS, the University Courtyard Apartments were acquired by the University in 2011; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the room rental rates for the University Courtyard Apartments, effective fall semester 2018, as shown in Exhibit F, attached hereto.

Resolution to Modify and Amend the
FY 2018 Parking Services Budget and Reserve the Transportation Fee Increase

YR 2018-30

WHEREAS, the Youngstown State University Board of Trustees approved in June 2017 the annual operating budget for the University's general and auxiliary funds for fiscal year 2018, in accordance with University policy 3356-3-11; and

WHEREAS, the approved FY 2018 operating budget for Parking Services is based on a \$40 increase in the student transportation fee that became effective fall semester 2018; and

WHEREAS, the Board of Trustees approved the \$40 transportation fee in June 2017 to ensure that the University has sufficient funds to meet debt service obligations related to renovations made to the University's parking infrastructure; and

WHEREAS, the Board of Trustees also approved the \$40 increase in the transportation fee in June 2017 as part of an established long-term strategic plan to ensure that the University has sufficient plant reserves to fund the future replacement of the 1,278-space parking garage on 5th Avenue, which is expected to exhaust its useful life in nine to twelve years from now; and

WHEREAS, parking and transportation on campus remain integral components of student life at YSU, with over 75% of students driving to and parking on campus daily; and

WHEREAS, the Chancellor of Ohio Higher Education has asked the University to roll back the \$40 increase in the transportation fee to comply with new language in Am. Sub. House Bill 49, the operating appropriations legislation for the FY 2018 – FY 2019 biennium; and

WHEREAS, the roll-back of the \$40 increase in the transportation fee will result in a significant revenue shortfall for the University's Parking Services auxiliary, requiring a budget modification pursuant to University policy 3356-3-11.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve a reduced transportation fee and an amended FY 2018 budget for Parking Services, as shown in Exhibit G and made part hereof.

Resolution to Approve the
Penguin Tuition Promise, an Undergraduate Tuition Guarantee Program

YR 2018-31

WHEREAS, section 3345.48 of the Ohio Revised Code authorizes boards of trustees of state universities to establish an undergraduate tuition guarantee program; and

WHEREAS, a tuition guarantee program provides fixed tuition and fee rates for eligible undergraduate students for four consecutive years of attendance; and

WHEREAS, a tuition guarantee program provides students and their families with price-predictability as they plan for a four-year college education; and

WHEREAS, Youngstown State University has developed a plan for the implementation an undergraduate tuition guarantee program, the *Penguin Tuition Promise*, to become effective in the 2018-2019 academic year; and

WHEREAS, upon the approval of the Youngstown State University Board of Trustees, the *Penguin Tuition Promise* plan will be submitted to the Chancellor of Higher Education for final approval, as required by state law.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the Tuition Guarantee Plan for the *Penguin Tuition Promise* as shown in Exhibit H and made part hereof.

Resolution to Approve the
2017 Affordability and Efficiency Report

YR 2018-32

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 prepare 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 2017 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, cost savings, redeployment of savings and tangible benefits to students; and

WHEREAS, Youngstown State University's 2017 report provides evidence of affordability and efficiency in various categories, including direct savings, deferred revenue (direct savings to students), cost avoidance (that would otherwise increase expenses), funds raised (reducing pressure on fees), and savings or funds raised by auxiliary enterprises; and

WHEREAS, Youngstown State University faculty provide a high-quality education as evidenced by licensure and certification results, job placement and other measures, and staff contributions to student and institutional success, while tuition and total cost of attendance as reported via IPEDS are amongst the lowest in the state; and

WHEREAS, all sections of the report indicate that Youngstown State University continues to make substantial progress in all categories required by the report, including an updated five-year plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the 2017 efficiency and affordability report as shown in Exhibit I and made part hereof.

Resolution to Approve Interfund Transfers

YR 2018-33

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, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the transfer of funds, as detailed in Exhibit J.

Mr. Roberts reported that the Audit Subcommittee met on December 6, 2017. The subcommittee received reports regarding enterprise risk management, open audit recommendations, audit matrix open audit recommendations and an update on the FY18 internal audit plan. The subcommittee received a report from Crowe Horwath, LLP, the university's external auditor, which advised the committee that the external auditor had completed its FY 2017 audit and had issued a clean, unqualified audit opinion.

Mr. Grooms reported that the Investment Subcommittee met on December 6, 2017. The subcommittee received reports from the Hartland, the university's investment advisors, regarding the university's endowment and non-endowment investments. The subcommittee approved a recommendation from Hartland recommendation to rebalance a portion of the non-endowment long-term investment pool.

4. University Affairs Committee.

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

Resolution to Ratify Personnel Actions - Athletics

YR 2018-34

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 7, 2017, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2017-2018 Budget and with University policies 3356-2-02, Equal Opportunity and Affirmative Action Recruitment and Employment; 3356-7-36, Hiring and Selection Process, Contracts and Compensation for Intercollegiate Athletic Coaches; 3356-9-02, Selection and Annual Evaluation of Administrative Officers of the University; and 3356-7-42, Selection of Professional/Administrative Staff;

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

Resolution to Modify
Family and Medical Leave Act (FMLA) Policy, 3356-7-05

YR 2018-35

WHEREAS, University Policies are 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; and

WHEREAS, the Family and Medical Leave Act (FMLA) policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy Family and Medical Leave Act (FMLA), policy number 3356-7-05, shown as Exhibit L attached hereto. A copy of the policy indicating changes to be made is also attached.

Resolution to Modify
Leave of Absence Without Pay, Extended Childcare,
Excluded Professional/Administrative Staff Policy, 3356-7-06

YR 2018-36

WHEREAS, University Policies are 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; and

WHEREAS, the Leave of Absence Without Pay, Extended Childcare, Excluded Professional/Administrative Staff policy has been reviewed pursuant to the five-

year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy Leave of Absence Without Pay, Extended Childcare, Excluded Professional/Administrative Staff, policy number 3356-7-06, shown as Exhibit M attached hereto. A copy of the policy indicating changes to be made is also attached.

Resolution to Modify
Leave Without Pay for Extended Serious Health Conditions or Disability,
Excluded Professional/Administrative Staff Policy, 3356-7-08

YR 2018-37

WHEREAS, University Policies are 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; and

WHEREAS, the Leave Without Pay for Extended Serious Health Condition or Disability, Excluded Professional/Administrative Staff policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy Leave Without Pay for Extended Serious Health Condition or Disability, Excluded Professional/Administrative Staff, policy number 3356-7-08, shown as Exhibit N attached hereto. A copy of the policy indicating changes to be made is also attached.

Resolution to Modify
Records Management Policy, 3356-9-09

YR 2018-38

WHEREAS, University Policies are 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; and

WHEREAS, the Records Management policy has been reviewed pursuant to the five-year review cycle, and formatted in accordance with Policy 3356-1-09, Development and Issuance of University Policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the modification of the University Policy Records Management, policy number 3356-9-09, shown as Exhibit O attached hereto. A copy of the policy indicating changes to be made is also attached.

Resolution to Rescind
Professional Leave Without Pay,
Excluded Professional/Administrative Staff Policy, 3356-7-07

YR 2018-39

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 governing Professional Leave Without Pay, Excluded Professional/Administrative Staff, policy number 3356-7-07, shown as Exhibit P, attached hereto.

Resolution to Approve the
Reclassification of Eddie Howard from
Associate Vice President, Student Experience to Vice President, Student Affairs

YR 2018-40

WHEREAS, the duties of the Office of Student Experience have been realigned and redesigned to provide a comprehensive array of services and programs designed to ensure quality student experiences at YSU; and

WHEREAS, the position of Vice President, Student Affairs is an Executive Officer position pursuant to Board policy selection and annual evaluation of Executive Officers of the University, Policy Number 3356-9-01; and

WHEREAS, the duties and responsibilities of the Associate Vice President, Student Experience have been expanded and a recommendation has been made to reclassify his position to Vice President, Student Affairs; and

WHEREAS, a revised job description identifying the duties and responsibilities of the Vice President, Student Affairs has been attached to this document; and

WHEREAS, University Policy Number 3356-9-01 sets forth the selection procedures for selecting an Executive Officer and allows for modification; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the reclassification effective December 16, 2017 to Vice President, Student Affairs.

BE IT FURTHER RESOLVED, that the Board of Trustees hereby approves the appointment of Mr. Eddie Howard to the position of Vice President, Student Affairs through the reclassification process.

Resolution to Approve the
Recruitment of a Special Assistant to the President

YR 2018-41

WHEREAS, the Special Assistant to the President is a critical position that provides leadership, vision and direction in the administration of a comprehensive set of initiatives, services and polices related to institutional research, strategic planning implementation and assessment and an integrated approach to institutional effectiveness; and

WHEREAS, a revised job description identifying the duties and responsibilities of the Special Assistant to the President has been attached; and

WHEREAS, this position is an Administrative Officer pursuant to University Policy Number 3356-9-02 which sets forth the selection procedures for recruiting a qualified individual in this position.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the recruitment of a Special Assistant to the President.

Resolution to Ratify
Personnel Actions – Faculty/PA Staff

YR 2018-42

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 7, 2017, meeting of the Board of Trustees; and

WHEREAS, such personnel actions are in accordance with the 2017-2018 Budget and with University policies 3356-2-02, Equal Opportunity and Affirmative Action Recruitment and Employment; 3356-9-02, Selection and Annual Evaluation of Administrative Officers of the University; 3356-7-42, Selection of Professional/Administrative Staff; and 3356-7-43, Externally Funded Professional/Administrative Staff;

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

Resolution to Approve
Salary Increase for Excluded Staff

YR 2018-43

WHEREAS, The University employs a group of employees not subject to any bargaining unit referred to as excluded staff; and

WHEREAS, The President has recommended to the Board of Trustees a \$500.00 base salary increase for each full-time excluded staff hired prior to September 30, 2017 to become effective on January 1, 2018. This will apply on a pro-rated basis to less than full-time excluded staff; and

WHEREAS, The President is also recommending for this same group of employees the opportunity to participate in a vacation buyback program for up to thirty-two (32) accrued and unused vacation hours.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees does hereby approve the recommendation and authorizes the Office of Human Resources to implement these salary increases.

Resolution to Approve
Changes to the 2017-2020 OEA Collective Bargaining Agreement

YR 2018-44

WHEREAS, the YSU Board of Trustees approved the YSU/YSU-OEA collective bargaining agreement on October 20, 2017, and

WHEREAS, the agreement eliminates the rank of instructor and creates new ranks for lecturer and senior lecturer; and

WHEREAS, the timeline for promotion from lecturer to senior lecturer could not be implemented for the 2017-2018 academic year; and

WHEREAS, the administration desires to transition term faculty at the rank of instructor and some term faculty at the rank of assistant professor onto the lecturer track; and

WHEREAS, promotion from lecturer to senior lecturer will be accompanied by an increase in salary; and

WHEREAS, administration and OEA leadership have identified a procedure that can be used to carry out this process in a timely manner that considers the needs of the faculty and the administration; and

WHEREAS, such procedures are described as MOU 2017.4 and MOU 2017.5;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University approves the changes to the OEA bargaining unit agreement as described in the indicated MOU's.

5. Governance Committee

Mr. Schiavone stated that the Governance Committee recommends the adoption of the “Resolution to Amend the *Bylaws of the Board of Trustees of Youngstown State University*” included with the board’s meeting materials. Pursuant to the board’s *Bylaws*, the Governance Committee announced a proposed amendment to the *Bylaws* at the board’s regular meeting held September 7, 2017. The proposed bylaw amendment would create the position of a non-voting national/global trustee to be appointed by the board. Since the September announcement, the Governance Committee has received comments and suggested changes to the bylaw amendment, and that those suggestions have been considered by the committee, and the proposed bylaw has been amended as a result. Thereafter the trustees voted unanimously to adopt the following resolution:

Resolution to Amend the
Bylaws of the Board of Trustees of Youngstown State University

YR 2018-45

WHEREAS, the Board of Trustees of Youngstown State University is a self-governing body established under Chapter 3356 of the *Ohio Revised Code*; and

WHEREAS, the Board of Trustees has adopted *Bylaws* regarding its governance and policies regarding its procedures; and

WHEREAS, the Governance Committee of the Board of Trustees has recently undertaken a review of the Board's *Bylaws* and has determined that the *Bylaws* should be amended; and

WHEREAS, pursuant to Article IX, Section 3.A. of the *Bylaws*, the Governance Committee announced its proposed amendment to the *Bylaws* at the regular meeting of the Board of Trustees held September 7, 2017; and

WHEREAS, the Governance Committee has approved certain changes to the proposed amendment to the *Bylaws* as are reflected in the attached redlined version of Exhibit R.

NOW, THEREFORE, BE IT RESOLVED, effective immediately, that the Board of Trustees of Youngstown State University does hereby amend Article IV of its *Bylaws* to add a new paragraph B. to create the position of National/Global Trustee, as reflected in the redlined and clean versions of the amended *Bylaws* attached hereto as Exhibit R; and

BE IT FURTHER RESOLVED, that University administration is authorized and directed to take such actions as are necessary and appropriate to effect the amendment of the Board's *Bylaws*, including the republication of the *Bylaws* booklet.

6. Executive Committee

Mr. Schiavone said that he was very pleased to announce that the board of trustees and President Tressel have reached an agreement extending his term as YSU President until June 30, 2019, and that the committee recommends the adoption of the resolution hereafter following. Thereafter the trustees voted unanimously to adopt the following resolution:

Resolution to Approve
Employment Extension with Youngstown State University President James P. Tressel

YR 2018-46

WHEREAS, the Board of Trustees of Youngstown State University, approved the Presidential Employment Agreement executed by President Tressel and the Board's Chairperson on December 1, 2016 with an effective date of July 1, 2017, with three (3) renewal options of one (1) year terms through June 30, 2021; and

WHEREAS, President Tressel, to the satisfaction of the Board of Trustees, has served the University well during his tenure as President of the University; and

WHEREAS, the Board of Trustees and President Tressel have met pursuant to *Section 3.0 Term of Appointment; Extension* of the Employment Agreement to discuss the extension of the contract; and

WHEREAS, the Board of Trustees of Youngstown State University and the President mutually desire to exercise the first renewal option of President Tressel's contract of employment; and

WHEREAS, the Executive Committee of the Board of Trustees is recommending the approval of the first renewal option for an additional year from July 1, 2018 to June 30, 2019, shown as Exhibit S.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Youngstown State University does hereby approve the first renewal option and authorizes the Board's Chairperson to execute the Presidential Employment Agreement Extension, shown as Exhibit S attached hereto.

ITEM V – COMMUNICATIONS AND MEMORIALS

Mr. Tressel stated that the following persons associated with the university had passed away:

Officer Justin Leo, Girard Police Department
Courtney Ann Turner, student
Ryan John Lanzo, student
Toula Phillips, university supporter
Delores "Dee" Snyder, adjunct faculty

ITEM VI – UNFINISHED BUSINESS

The board considered no unfinished business.

ITEM VII – NEW BUSINESS

The committee considered no new business.

ITEM VIII – CHAIRPERSON’S REMARKS

Mr. Schiavone said that, since the board’s last regular meeting, a number of activities and initiatives had taken place. Mr. Schiavone noted the \$100 million “We See Tomorrow” fundraising campaign, several major donations (\$500,000 from the Centofanti Charitable Foundation, \$1.1 million from Chander and Karen Kohli, and \$1 million from Sam and Caryn Covelli), and continued student excellence (a team of three students won the Quiz Bowl at the annual meeting of the Midwest Chapter of the American College of Sports Medicine in Grand Rapids, Mich. Mr. Schiavone said that a team of senior Dental Hygiene students placed first at the Ohio Dental Hygienists Association’s poster presentation competition, that a dozen students recently attended the Propel Ohio Collegiate Leadership Summit, and that a group of 10 student members from Beta Gamma Sigma in the Williamson College of Business Administration attended the international organization’s Global Leadership Summit. For the third consecutive year, the Ethics Bowl team will be participating in the national finals in Chicago after again placing first in the regional competition in Indianapolis. Mr. Schiavone said that faculty and staff continue to earn impactful state and federal grants, including \$1.7 million in federal grants for the YSU Center for Human Services Development to fund after school programs at three area schools and \$2 million from the U.S. Department of Economic Development to help create the Mahoning Valley Innovation and Commercialization Center in downtown Youngstown. Mr. Schiavone welcomed the the reopening of the improved Wick Avenue, the ongoing construction of the Enclave student apartment complex along Wick Avenue, the new full dome projection system at the Ward Beecher Planetarium and the 50th anniversary of the YSU Nursing program.

ITEM IX – TIME AND PLACE OF UPCOMING REGULAR MEETINGS

Upon motion duly made and seconded, which received the affirmative vote of all trustees present, the trustees resolved to set the following dates and times for the next regular meetings of the board to be held in the Board Room in Tod Hall:

10:00 a.m., Thursday, March 15, 2018
Noon, Thursday, June 7, 2018
10:00 a.m., Thursday, September 6, 2018

ITEM X – ADJOURNMENT

There being no further business to come before the board of trustees, and upon motion duly made and seconded, the meeting was duly adjourned by unanimous vote of the trustees at 10:50 a.m.

Chairperson

ATTEST:

Secretary to the Board of Trustees