



**BOARD OF TRUSTEES  
UNIVERSITY AFFAIRS COMMITTEE**

**David C. Deibel, Chair  
Molly S. Seals, Vice Chair  
All Trustees are Members**

**BACKGROUND MATERIALS  
Wednesday, June 6, 2018**

- 1. Human Resources Update** **Tab 1**  
This report will provide an update on current accomplishments and priorities for moving forward with Human Resources Department operations.
- 2. Human Resources Update on Position Searches** **Tab 2**  
This report will provide a list of all searches in progress.
- 3. ULP's/Grievances/Arbitrations** **Tab 3**  
This report will provide the status of all Unfair Labor Practices, Grievances and Arbitrations.
- 4. Classified Civil Service Personnel Actions** **Tab 4**  
This is a summary of all personnel actions approved by the Chief Human Resources Officer serving as the appointing authority for classified staff.
- 5. Summary of Staffing Levels by Race and Gender** **Tab 5**  
This report provide a comparison of the workforce demographics in terms of Race and Gender for the periods of January 1- March 31, 2017 and January 1- March 31, 2018.
- 6. Report on Search Waivers** **Tab 6**
- 7. Report on Staff Development Leave** **Tab 7**  
This report will provide a list of employees who were granted Staff Development Leave for academic year 2018-2019.
- 8. Report on Multiple - Year Contracts** **Tab 8**  
This report will provide a list of Multiple-Year Contracts for Executive Level Officers, Administrative Officers, and Other Designated Professional/Administrative Staff.
- 9. Service Awards** **Tab 9**  
These lists recognize awards given during FY18 for Staff distinguished service and for years of service for both Faculty and Staff.

**HUMAN RESOURCES UPDATE TO THE BOARD OF TRUSTEES  
MAY 14, 2018**

**Healthcare and Benefit Management Initiative:**

Human Resources (HR) took advantage of the transition to the flat 15% healthcare premium cost sharing structure to conduct a special one-time open enrollment.

This will allow those who cover a spouse on the YSU plan as a secondary dependent to delete them July 1, 2018 or to enroll themselves and dependents in a less costly alternative plan.

Leadership of the four unions were given an advance notice and responded to our invitation to inform their membership about the special open enrollment.

A Benefits Fair was conducted, bringing in all medical and insurance vendors along with OPERS and STRS, and all of the retirement fund providers for direct vendor communication.

The University has joined other state universities in amending its EAP to allow for expert second opinions, research on diagnosis and treatment options, identifying regional specialists, facilitated appointments to centers of excellence and best match specialists, and gathering and coordinating medical records.

**Healthcare Advisory Committee (HCAC) Initiative:**

HR led an initiative to amend the HCAC charter to reduce the meeting schedule from ten (10) to six (6) calendar year meetings, accept a recommendation to allow for electronic voting, and for HR to provide a summary of each meeting to all members and archive on the HR website.

**Internal Efficiency Review:**

HR has begun to review and improve its form letters, appointment letters, and use electronic distribution versus paper.

Other initiatives will include documenting processes and operating procedures, which will be posted on the HR website.

**Fiduciary Duty Requirements:**

In coordination with the Office of the General Counsel, Office of Finance & Business Operations and the Inter-University Council of Ohio (IUC), HR is working to implement a significant compliance plan to meet the challenges of growing numbers of lawsuits versus colleges and universities being filed related to retirement plans and vendors. The University must meet and precisely document its duty of loyalty, prudence, and adherence to plan documents.



HUMAN RESOURCES - BENEFIT INFORMATION

## Special Medical Benefits Open Enrollment

May 1 - May 11, 2018

YSU is offering an additional special open enrollment for all benefit eligible staff. All changes and enrollments during this period will become effective July 1, 2018.

This one-time special open enrollment is being held due to the change in premium contribution rates **effective July 1, 2018**. You may change your medical health plan only.

1. **Traditional Plan:** the traditional PPO plan has a lower deductible and 90% coinsurance within the network. The traditional PPO plan also offers 100% coverage for preventive care. Since this is considered a rich plan, the premiums through payroll deduction can be higher than the other plans.
2. **Alternative PPO Plan:** the alternative PPO plan is 80% coinsurance within the network. This plan provides an opportunity for lower premiums, while still receiving 100% coverage for preventive care. The deductibles and out of pocket limits are higher than the Traditional PPO plan.
3. **Qualified High Deductible Health Plan (QHDHP):** the new QHDHP covers the same benefits as the traditional PPO plan. The QHDHP has lower payroll contributions (approximately 25% lower for 2018) but a higher deductible (as required by the IRS). Like the traditional PPO plan, you can also take advantage of preventive care that is paid at 100% through the plan by choosing in-network providers, generic prescription drugs, and other lower-cost options.

Please complete the [Employee Insurance Change Form](#) to opt into a new plan if desired.

*\*If you don't make any changes to your health plan, your current insurance plan elections will rollover. Any changes to your life insurance, dental, vision, flex save, health savings account will have to wait for the annual open enrollment in fall 2018 for January 1, 2019*

*\*Annuities do not have an enrollment period and can be changed throughout the year.*

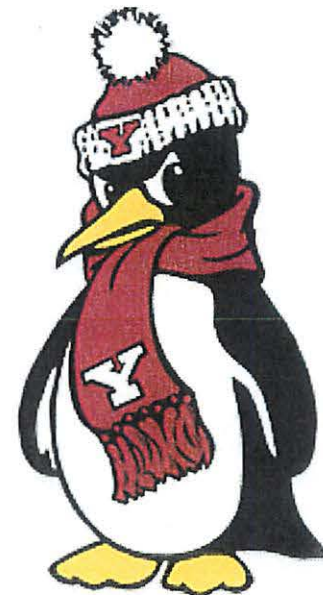
Thank you!

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330.941.2363

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Linda Mazzocco  
330.941.3748

[lkmazzocco@ysu.edu](mailto:lkmazzocco@ysu.edu)



### EMPLOYEE BENEFITS FAIR

Join us to explore your benefits options for our special open enrollment with representatives from our vendors!

**WHEN:** May 8 & 9

9 a.m. - 3 p.m.

**WHERE:** Kilcawley -  
Schwebel Reception

#### VISIT:

- Health, Dental, Vision Plans
- Life Insurance
- PNC Bank
- IMPACT Solutions EAP & Work Life Program
- 403B/457 Vendors (tax sheltered annuities and deferred compensation)
- OPERS
- STRS (May 8th only)
- Living Well

## Frequently Asked Questions

1. Can I make changes to dental and/or vision insurance during this special enrollment?  
*No. This special open enrollment is for changes to medical insurance coverage only.*
2. Can I make changes to flex save or health savings account during this open enrollment?  
*No. You may make changes for January 1, 2019 during our fall open enrollment*
3. Will YSU hold a special open enrollment every year?  
*No. YSU is only offering a one-time special open enrollment May 1-11 due to the 15% contribution change effective July 1, 2018. The regular annual open enrollment will be held in the fall.*
4. What are the new contribution rates effective July 1, 2018?  
*Rates will be confirmed prior to the May 1, 2018 open enrollment. The Office of Human Resources will post this information to our website.*
5. Where can I find the summary of our health plans to make an informative decision?  
*For plan comparisons, please visit [Medical and Prescription Coverage](#) (clicking this link will redirect to our benefits website). Towards the bottom you will find [Other Resources](#)*
6. Why are other vendors coming to the campus for the Benefits Fair if changes cannot be made at this time?  
*We wish to make non-medical care vendors available to answer employee questions. This benefits fair is a pilot program to determine interest in a more robust benefits fair for the 2019 annual open enrollment.*

Youngstown State University does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity and/or expression, disability, age, religion or veteran/military status in its programs or activities. Please visit the [EIT Home Page](#) for contact information for persons designated to handle questions about this policy.

**Y** and proud.



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## Special Medical Benefits Open Enrollment

"Human Resources - Benefits" <zavarmiello@ysu.edu> All Employees (1,982 contacts)  
Sent to 1,982 recipients on Apr 27, 2018 12:30 pm



— this mailing  
— community\_avg

Opens  
**50%**  
989 opens

Clicks  
**9%**  
85 unique clicks

Delivered  
**100%**  
1,982 delivered  
0 bounced

Opt-outs  
**0**  
0% of recipients

Spam  
**0**

### OPENS BY DEVICE

**82.0%** Desktop  
**18.0%** Mobile

### CLICK ANALYSIS



### OPENS BY CLIENT

**0%** AOL  
**3.8%** AppleMail  
**1.0%** Gmail  
**10.1%** Outlook  
**0%** Outlook.com  
**0.1%** Yahoo! Mail  
**85.0%** Unknown



YOUNGSTOWN  
STATE UNIVERSITY

## HUMAN RESOURCES - BENEFIT INFORMATION

# Special Medical Benefits Open Enrollment Ends May 11, 2018

YSU is offering an additional special open enrollment for all benefit eligible staff. All changes and enrollments during this period will become effective July 1, 2018.

This one-time special open enrollment is being held due to the change in premium contribution rates effective July 1, 2018. You may change your medical health plan only.

View the [New Employee Contribution Rates](#).

Complete the [Employee Insurance Change Form](#) to opt into a new plan if desired.

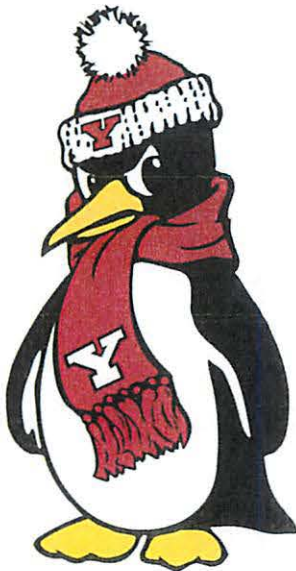
### EMPLOYEE BENEFITS FAIR STARTS TOMORROW

Join us to explore your benefits options for our special open enrollment with representatives from our vendors!

**WHEN:** May 8 & 9 9 a.m. - 3 p.m.

**WHERE:** Kilcawley - Schwebel Reception

**VISIT:**



- Health, Dental, Vision Plans
- Life Insurance
- PNC Bank
- IMPACT Solutions EAP & Work Life Program
- 403B/457 Vendors (tax sheltered annuities and deferred compensation)
- OPERS
- STRS (May 8th only)
- Living Well

Thank you!

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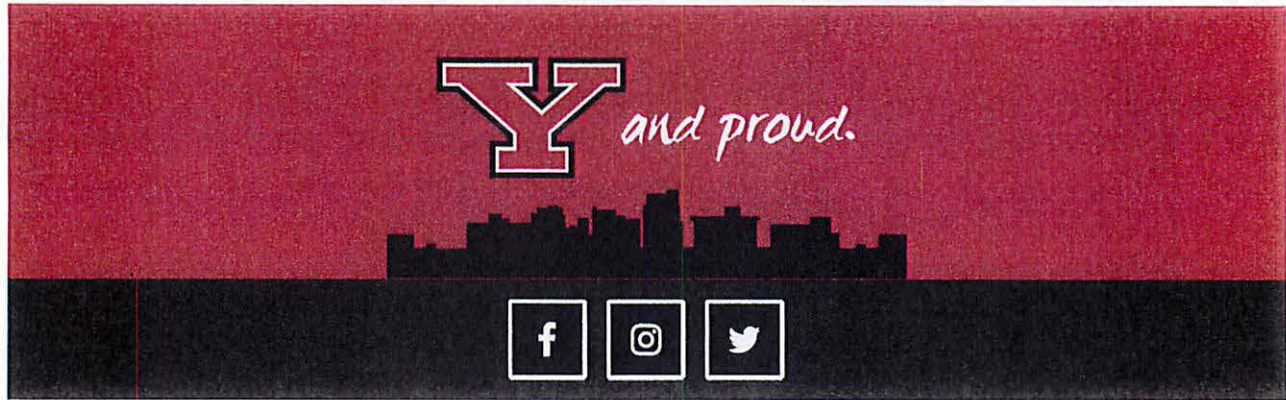
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*\*Annuities do not have an enrollment period and can be changed throughout the year*

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## Special Open Enrollment Ends Friday

"Human Resources - Benefits" <aayanniello@ysu.edu> All Employees (1,982 contacts)  
Sent to 1,982 recipients on May 7, 2018 3:49 pm



— this mailing  
— community avg

Opens  
**43%**  
855 opens

Clicks  
**16%**  
137 unique clicks

Delivery  
**100%**  
1,982 delivered  
0 bounced

Deliverability  
**0**  
0% of recipients

Spam  
**0**

### OPENS BY DEVICE

**77.3%** Desktop  
**22.7%** Mobile

### CLICK ANALYSIS



### OPENS BY CLIENT

**0%** AOL  
**6.0%** AppleMail  
**0.4%** Gmail  
**6.4%** Outlook  
**0%** Outlook.com  
**0%** Yahoo! Mail  
**87.1%** Unknown





## **Current Postings – 4/15/18**

### **Faculty**

#### **College of Education**

- Part-time Instructor – Student Teaching Supervisor – Teacher Education
- Part-time Instructor – Student Teaching Supervisor – Counseling, School Psychology and Educational Leadership
- Part-time Faculty – Counseling, School Psychology and Educational Leadership
- Part-time Instructor – Early Childhood-PreK
- Part-time Instructor – Reading & Study Skills
- Part-time Instructor – Approaches to Professional Assessment Praxis Core
- Part-time Instructor – Early Childhood Education/Early Childhood Intervention Specialist
- Part-time Instructor – Literacy Education Instructor
- Part-time Instructor – Middle Childhood Education
- Part-time Instructor – First Year Experience Education Course
- Part-time Instructor – Health & Physical Education Instructor
- Part-time Instructor – Adolescent/Young Adult Education
- Part-time Faculty – Special Education Instructor
- Assistant Professor – Teacher Education – Special Education (Tenure Track)
- Part-time Faculty – Teacher Education

#### **College of Health and Human Services**

- Part-time Instructor – Food & Nutrition Programs
- Part-time Faculty – Physical Therapy
- Part-time Faculty – Dental Hygiene
- Part-time Faculty – Medical Assisting Technology
- Part-time Faculty – Respiratory Care
- Part-time Faculty – Allied Health
- Part-time Faculty – Master of Health and Human Services
- Part-time Nursing – Clinical Faculty
- Part-time Faculty – Emergency Medical Services
- Part-time Faculty – Health Informatics
- Part-time Faculty – Public Health
- Part-time Faculty – Hospitality Management
- Part-time Faculty – Public Health – Environmental Health and Safety
- Part-time Instructor – First Year Experience Course in Health & Human Services
- Part-time Instructor – Pharmacology for Nurse Anesthetist Students
- Part-time Faculty – Medical Laboratory Programs
- Part-time Instructor – Social Work Lakeland and Lorain CC Campuses
- Part-time Instructor – Social Work
- Part-time Instructor – Health & Physical Education Methods Instructor
- Assistant Professor – Kinesiology and Sport Science (Tenure Track)
- Part-time Instructor – Criminal Justice and Forensic Sciences
- Part-time Instructor for Functional Gross Anatomy
- Part-time Faculty – Kinesiology and Sport Science
- Assistant Professor – Social Work (Tenure Track)
- Assistant or Associate Professor – Physical Therapy (Tenure Track)
- Lecturer, Nursing – Medical-Surgical Clinical Focus (Term)

## **College of Liberal Arts and Social Sciences**

- Part-time Faculty Instructor – English
- Part-time Faculty Instructor – Sociology
- Part-time Faculty Instructor – Psychology
- Part-time Faculty – Honors
- Part-time Faculty – Introduction to Sociology
- Part-time Instructor – Gerontology
- Part-time Instructor – History
- Part-time Instructor – Geography
- Part-time Instructor – Women’s and Gender Studies
- Part-time Instructor – Spanish
- Part-time Instructor – Hebrew
- Part-time Instructor – Religious Studies
- Part-time Graduate Faculty, Social Gerontology
- Lecturer – Philosophy and Religious Studies (Term)
- Part-time Faculty – Politics and International Relations
- Ives Distinguished Visiting Professor of the Humanities
- Part-time Faculty – Philosophy
- Part-time Faculty – Linguistics/TESOL

## **College of Creative Arts & Communication**

- Part-time Faculty – Photography
- Part-time Faculty – Communication Studies, Telecommunication Studies, and Journalism
- Part-time Faculty – Theater and Dance
- Part-time Instructor – Viola
- Part-time Instructor – Music Theory
- Part-time Instructor – Director of Dana Gospel Choir
- Part-time Instructor – Graphic Design
- Part-time Instructor – Art History
- Part-time Instructor – Visual Arts Foundations
- Part-time Vocal Instructor
- Part-time Vocal Instructor – Classical Voice
- Part-time Instructor – Jazz Studies
- Part-time Instructor – Visual Arts
- Part-time Faculty – First Year Experience Course in College of Creative Arts & Communication
- Lecturer, Communication – Sports Broadcasting (Term)
- Part-time Faculty – Dana School of Music

## **College of Science, Technology, Engineering and Mathematics**

- Part-time Instructor – Mathematics
- Part-time Faculty – Physics
- Part-time Instructor – Mechanical Engineering Technology
- Part-time Instructor – Mechanical Engineering
- Part-time Faculty – Chemistry
- Part-time Instructor – Electrical and Computer Engineering

## **College of Science, Technology, Engineering and Mathematics Continued**

- Part-time Faculty – Computer Science and Information Systems
- Part-time Faculty – Civil/Environmental and Chemical Engineering
- Part-time Instructor – Engineering Technology
- Part-time Instructor – Biology in the Modern World Laboratory
- Part-time Instructor – Microbiology Laboratory
- Part-time Instructor – Civil and Construction Engineering Technology
- Part-time Instructor – Anatomy and Physiology 1 Lab
- Part-time Instructor – Human Physiology and Anatomy
- Part-time Instructor – Chemistry Lab Instructor
- Part-time Instructor – Draft and Design Technology
- Part-time Instructor – Frist Year Engineering Orientation
- Part-time Instructor – STEM Careers
- Part-time Instructor – Electrical Engineering Technology
- Part-time Instructor – Mathematics & Statistics
- Part-time Instructor – Microbiology for Health Care Professions Laboratory
- Part-time Instructor – Anatomy and Physiology 2
- Part-time Instructor – Anatomy and Physiology 2 Lab
- Part-time Instructor – Mammalogy
- Assistant Professor – Electrical Engineering (Tenure Track)
- Part-time Faculty – EUT Power Plant Technology Instructor
- Assistant Professor – Mechanical Industrial & Manufacturing Engineering – Industrial & Systems (Tenure Track)
- Lecturer, School of Technology, First Year Engineering Technology (Term)
- Part-time Faculty – Industrial Engineering
- Lecturer, Mathematics and Statistics (Term)
- Assistant Professor – School of Technology – Electrical Engineering Technology (Tenure Track)

## **College of Business Administration**

- Part-time Instructor – Management
- Part-time Instructor – Marketing
- Part-time Instructor – Accounting/Finance
- Part-time Instructor – Management (Undergraduate Courses)
- Part-time Instructor – Legal Environment of Business
- John S. and Doris M. Andrews Endowed Chair in Accounting
- Assistant or Associate Professor – Operations Management – Tenure Track
- Part-time Instructor – Master of Business Administration
- Assistant Professor – Management – Management Information Systems (Tenure Track)
- Part-time Instructor – Marketing/Center for Nonprofit Leadership

## **Professional/Administrative**

- Coordinator, STEM Professional Services
- Instruction Specialist
- Assistant Director, Diversity Programs
- Technology Support Engineer 1
- Reference Librarian, Health & Human Services
- Academic Advisor 1 – CCAC
- Executive Director, Maag Library
- Assistant Coach, Football – Director of Operations
- Systems Engineer 1
- Coordinator of Graduate Admissions
- Counselor, Penguin Service Center
- Athletic Business Manager
- Coordinator, Alumni Engagement
- Coordinator, School Certifying Official (SCO)
- Manager, Employee Benefits
- Director, Career Development
- Housing Coordinator
- Research Analyst
- Assistant Coach, Men's and Women's Tennis

## **Classified Civil Service**

- Secretary, Health Professions (Part-time)

**BOARD OF TRUSTEES  
NEW GRIEVANCES FILED FEBRUARY 10, 2018 - MAY 3, 2018**

**ACE GRIEVANCES**

**#749**

**Job audit**

**APAS GRIEVANCES**

**None**

**OEA GRIEVANCES**

**None**

**FOP GRIEVANCES**

**None**

## **Pending Arbitrations as of May 7, 2018**

- Grievance moved to Arbitration; *Arbitrator not yet selected:*
  - ACE – 4
  - APAS – 0
  - OEA – 2
  - FOP – 0
  
- Arbitrator selected; *Pending Arbitration Hearing:*
  - ACE – 0
  - APAS – 0
  - OEA – 2
  - FOP – 0
  
- Arbitration Hearing Concluded; *Awaiting Decision:*
  - ACE – 1
  - APAS – 0
  - OEA – 0
  - FOP – 0

## **SUMMARY OF PERSONNEL ACTIONS**

### **Classified Employees 1/16/18 through 4/15/18**

#### **Appointments – 12**

- Classified Civil Service – 5
- Externally Funded Non-Bargaining – 5
- Classified Non-Bargaining – 2

#### **Separations – 7**

- Classified Civil Service – 6
- Externally Funded Non-Bargaining – 1

#### **Reclassifications – 6**

- Classified Civil Service – 3
- Classified Non-Bargaining – 3

#### **Promotions – 1**

- Classified Civil Service – 1

#### **Transfers – 1**

- Classified Civil Service – 1

#### **Salary Adjustments – 3**

- Classified Civil Service – 3

#### **Displacements – 0**

#### **Layoffs – 0**

#### **Recalls – 0**

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**APPOINTMENTS**

EMPLOYEE NAME	EMPLOYEE		POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT		
	TYPE				DATES	FTE	SALARY
Carlisle, Shanieka	ACE		Administrative Assistant 1	Assessment	4/2/2018	1.00	\$ 30,388.80
Fetty, Katie	ACE		Administrative Assistant 1	Biological Sciences	2/5/2018	1.00	\$ 30,388.80
Kerchum, Alexander ①	ACE		Programmer Analyst 4	IT Application Services	1/21/2018	1.00	\$ 53,726.40
Neal, Bonita	ACE		Residence Hall Monitor	Housing & Residence Life	4/15/2018	0.50	\$ 14,892.00
Rossi, Sherri	ACE		Administrative Assistant 1	Counseling, School Psych. & Education	3/12/2018	1.00	\$ 30,388.80
DeAngelis, Timothy	Non-ACE	Externally Funded	Intermittent Activity Leader	Center for Human Services Dev.	2/5/2018	0.50	\$ 10,660.00
LaCella, Jenna	Non-ACE	Externally Funded	Intermittent Activity Leader	Center for Human Services Dev.	2/5/2018	0.50	\$ 10,660.00
McKnight, Jeremy	Non-ACE	Externally Funded	Additive Manufacturing Tech.	Mech. Ind. & Manufacturing Engineering	3/5/2018	1.00	\$ 62,420.80
Wilson, Cynthia	Non-ACE	Externally Funded	Intermittent Activity Leader	Center for Human Services Dev.	2/5/2018	0.50	\$ 10,660.00
Wright, Michelle	Non-ACE		Intermittent Activity Leader	Center for Human Services Dev.	2/5/2018	0.50	\$ 10,660.00
Lampe, Donna	Non-ACE		Intermittent Clerk 2	Parking Services	3/19/2018	0.50	\$ 12,480.00
Sharp, Eugene	Non-ACE		Receiving & Distribution Supervisor	Delivery Services	2/5/2018	1.00	\$ 35,464.00

① Professional Administrative employee applied for and was the successful candidate of a Classified Search.



**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**SEPARATIONS**

EMPLOYEE NAME	EMPLOYEE		POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT		
	TYPE				DATES	FTE	SALARY
Green, Walter	ACE		Intermittent Parking Facilities Supervisor	Parking Services	1/29/2018	0.50	\$ 15,433.60
Hughes, Cameron	ACE		Programmer Analyst 4	IT Application Services	1/19/2018	1.00	\$ 89,128.00
Maldonado, Cynthia	ACE		Administrative Assistant 2	Financial Aid and Scholarships	2/28/2018	1.00	\$ 63,814.40
Ruscitti, Anna Marie	② ACE		Administrative Assistant 1	Theater & Dance	1/20/2018	0.50	\$ 20,051.20
Ruscitti, Anna Marie	② ACE		Administrative Assistant 1	Performing Arts	1/20/2018	0.50	\$ 20,051.20
Vega, Rosa Maria	① ACE		Student Services Counselor	Financial Aid and Scholarships	2/17/2018	1.00	\$ 47,528.00
		Externally Funded					
Luba, Hillary	Non-ACE		Intermittent Activity Leader	Center for Human Service Dev.	2/18/2018	0.50	\$ 10,660.00

① Employee applied for and was the successful candidate of a Classified search in a higher classification.  
 ② Employee applied for and was the successful candidate for the same classification in another area resulting in a lateral transfer.

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**RECLASSIFICATIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT/ APPOINTMENT DATES</b>	<b>FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Coleman, Susan	① ACE	Administrative Assistant 2 Intermittent Parking Facilities	Environmental Occupational Health & Safety	11/3/2017	1.00	\$ 42,369.60	\$ 40,352.00
DeAngelo, Thomas	① ACE	Supervisor Purchasing Systems & Contract Specialist	Parking Services	4/1/2018	0.50	\$ 15,298.40	\$ 14,300.00
Lucivjansky, Rhonda	② ACE	Contract Specialist	Procurement VP - Finance & Business	9/18/2017	1.00	\$ 69,513.60	\$ 69,513.60
Bowyer, Brittany	③ Non-ACE	Office Assistant 2	Operations	3/18/2018	1.00	\$ 31,595.20	\$ 31,595.20
Cutter, Lisa	③ Non-ACE	Administrative Assistant 2	Parking Services	3/18/2018	1.00	\$ 56,888.00	\$ 56,888.00
Sahli, Susan	Non-ACE	Student Loan Supervisor	Financial Aid and Scholarships	2/4/2018	1.00	\$ 51,542.40	\$ 44,491.20

① *Position Audit/Administrative Review requested and awarded. (Resulted in change in Classification)*  
 ② *Position Audit requested, resulted in title change only.*  
 ③ *Collective Bargaining Agreement determined positions are to be Excluded from the ACE Bargaining Unit.*

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**PROMOTIONS**

<b>EMPLOYEE NAME</b>	<b>EMPLOYEE TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>CONTRACT APPT. DATES</b>	<b>NEW FTE</b>	<b>NEW SALARY</b>	<b>PREVIOUS SALARY</b>
Vega, Rosa Maria ①	ACE	Administrative Assistant 1	History	2/18/2018	1.00	\$ 50,107.20	\$ 47,528.00

① *Classified employee applied for and was the successful candidate of a Classified search in a higher classification.*

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**TRANSFERS**

<b>EMPLOYEE</b>					<b>CONTRACT/ APPOINTMENT</b>	
<b>EMPLOYEE NAME</b>	<b>TYPE</b>	<b>POSITION TITLE</b>	<b>DEPARTMENT</b>	<b>DATES</b>	<b>FTE</b>	<b>SALARY</b>
Ruscitti, Anna Marie ①	ACE	Administrative Assistant 1	Career & Academic Advising	1/21/2018	1.00	\$ 40,102.40

① *Employee applied for and was the successful candidate for the same classification in another area resulting in a lateral transfer.*

**YOUNGSTOWN STATE UNIVERSITY**  
**CLASSIFIED EMPLOYEE**  
**PERSONNEL ACTIONS 1/16/18 THROUGH 4/15/18**  
**SALARY ADJUSTMENTS**

EMPLOYEE NAME	EMPLOYEE TYPE	POSITION TITLE	DEPARTMENT	CONTRACT/ APPOINTMENT DATES	NEW FTE	NEW SALARY	OLD FTE	PREVIOUS SALARY
Lucivjansky, Rhonda	① ACE	Purchasing Systems & Contract Specialist	Procurement	9/18/2017	1.00	\$ 76,460.80	1.00	\$ 69,513.60
Cetor, Paul	② ACE	Temp. Bldg. Maintenance Supervisor	Facilities Maintenance	12/28/2017	1.00	\$ 38,022.40	1.00	\$ 34,944.00
Cetor, Paul	② ACE	Maintenance Repair Worker 2	Facilities Maintenance	3/23/2018	1.00	\$ 34,944.00	1.00	\$ 38,022.40

① Position Audit request denied. Working out of class assignment awarded 9/18/17 through 7/8/18. Assignment ended early due to employee resignation 5/4/18.  
 ② Working out of class assignment approved 12/28/17 through 3/23/18.

Youngstown State University  
 Snap Shot of Staffing Levels By Race and Gender  
 From January 1-March 31, 2017/2018

2017	Caucasian		African American		Hispanic		Asian		Native American		Multi Race		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	192	154	12	13	3	2	25	20	1	0	0	0	422
Professional/ Admin.	146	159	12	11	3	4	2	4	0	2	1	2	346
Classified	110	156	9	18	4	6	0	0	0	1	1	0	305
Externally Funded	22	55	1	4	0	0	0	1	0	0	0	1	84
<b>Total</b>	<b>470</b>	<b>524</b>	<b>34</b>	<b>46</b>	<b>10</b>	<b>12</b>	<b>27</b>	<b>25</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>1157</b>

2018	Caucasian		African American		Hispanic		Asian		Native American		Multi Race		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	192	145	13	13	3	2	26	17	1	0	0	0	412
Professional/ Admin.	158	161	12	11	1	6	1	5	0	2	1	3	361
Classified	109	153	10	17	4	6	0	0	0	1	1	0	301
Externally Funded	27	54	2	6	0	0	0	0	0	0	0	2	91
<b>Total</b>	<b>486</b>	<b>513</b>	<b>37</b>	<b>47</b>	<b>8</b>	<b>14</b>	<b>27</b>	<b>22</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>5</b>	<b>1165</b>

Difference	Caucasian		African American		Hispanic		Asian		Native American		Multi Race		Total
Rank	M	F	M	F	M	F	M	F	M	F	M	F	
Faculty*	0	-9	1	0	0	0	1	-3	0	0	0	0	-10
Professional/ Admin.	12	2	0	0	-2	2	-1	1	0	0	0	1	15
Classified	-1	-3	1	-1	0	0	0	0	0	0	0	0	-4
Externally Funded	5	-1	1	2	0	0	0	-1	0	0	0	1	7
<b>Total</b>	<b>16</b>	<b>-11</b>	<b>3</b>	<b>1</b>	<b>-2</b>	<b>2</b>	<b>0</b>	<b>-3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>8</b>

**Guidelines provided by U.S. Office of Management & Budget**

**Caucasian**, not of Hispanic origin - Origins in any of the original peoples in Europe, North Africa or the Middle East

**African American**, not of Hispanic origin - Origins in any black racial group

**Hispanic** - Origins of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture, regardless of race

**Asian or Pacific Islander** - Origins in any of the original peoples of the Far East, SE Asia, the Indian Subcontinent, or Pacific Islands

**American Indian or Alaskan Native** - Origins in any of the original peoples of North America who maintain cultural identification through tribal affiliation or community recognition

\*Faculty includes full-time faculty, department chairs and other faculty exempt from the bargaining unit, does not include part-time faculty

**Office of Equal Opportunity and Policy Development  
Report on Search Waivers**

Requestor: Joseph Mosca, Dean Bitonte College of Health & Human Services

Department/Unit: Kinesiology & Sports Science

Position: Faculty/Assistant Professor Kinesiology & Sports Science

Rationale: Initial position posting resulted in the recommended applicant requiring sponsorship by the University to work in the United States. The Federal Immigration and Nationality Act (INA) required that the position be reposted to insure that there were not sufficient U.S. workers able, willing, qualified and available for the position. During the re-posting period a highly qualified U.S. worker applied for the position, Dr. Morgan C. Bagley. Due to the amount of time which had passed since the initial posting (May 2017) and in order to ensure that the position would be filled in a timely manner with a qualified individual the search waiver was approved.

Hired: Dr. Morgan C. Bagley

**Number of Postings\*:**

- Faculty:
  - Full-time 18
  - Part-time 7
  
- Professional/Administrative:
  - Full-time 19
  - Part-time 0

Total Postings: 44

\*Postings since last report.

**EMPLOYEES GRANTED  
STAFF DEVELOPMENT LEAVE  
ACADEMIC YEAR 2018-2019**

**NAME**

**DEPARTMENT**

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Association of Professional/Administrative Staff:

None.

Professional/Administrative Exempt:

None.



**Multiple Year Contracts (Excludes President and Coaches)**

Name	Title	FY 2017-2018	Salary FY 2017-2018	FY 2018-2019	Salary FY 2018-2019
<b>Executive Level Officers, per 3356-09-01</b>					
Vacant	Provost & VP, Academic Affairs				
Mr. Eddie Howard, Jr.	VP, Student Affairs	1 of 3	\$128,500 & \$132,000	2 of 3	\$139,000-\$142,500
Atty. Holly Jacobs	VP, Legal Affairs & Human Resources	1 of 3	\$ 170,500.00	2 of 3	\$ 170,500.00
Mr. Neal McNally	VP, Finance & Business Operations	1 of 3	\$ 170,500.00	2 of 3	\$ 170,500.00
<b>Administrative Level Officers, per 3356-09-02</b>					
<b>Deans, per 3356-09-02 C(1)</b>					
Dr. Kristine Blair	College of Liberal Arts & Social Sciences	2 of 3	\$ 158,500.00	3 of 3	\$ 158,500.00
Dr. Charles Howell	College of Education	1 of 3	\$ 144,830.00	2 of 3	\$ 144,830.00
Dr. Betty Jo Licata	College of Business Administration	1 of 3	\$ 174,844.00	2 of 3	\$ 174,844.00
Dr. Joseph Mosca	College of Health & Human Services	1 of 3	\$ 165,500.00	2 of 3	\$ 165,500.00
Dr. Phyllis Paul	College of Creative Arts & Communication	2 of 3	\$ 145,500.00	3 of 3	\$ 145,500.00
Dr. Salvatore Sanders	College of Graduate Studies	1 of 3	\$ 135,500.00	2 of 3	\$ 135,500.00
Dr. Wim Steelant	College of Science, Technology, Engineering & Mathematics	2 of 3	\$ 170,500.00	3 of 3	\$ 170,500.00
<b>Associate Vice Presidents, per 3356-09-02 C(2)</b>					
Mr. Michael Hripko	AVP, Research	1 of 3	\$ 148,500.00	2 of 3	\$ 148,500.00
Mr. John Hyden	AVP, Facilities Maintenance	1 of 3	\$ 118,654.00	2 of 3	\$ 118,654.00
Dr. Sylvia Imler	AVP, Multicultural Affairs	1 of 3	\$ 115,500.00	2 of 3	\$ 115,500.00
Mr. Gary Swegan	AVP, Enrollment Planning & Management	1 of 3	\$ 140,500.00	2 of 3	\$ 140,500.00
Ms. Shannon Tirone	AVP, University Relations	1 of 3	\$ 120,500.00	2 of 3	\$ 120,500.00
Mr. James Yukech	AVP & Chief Information Officer	1 of 3	\$ 170,500.00	2 of 3	\$ 170,500.00
Vacant	AVP & Chief Human Resources Officer				
<b>Executive Directors, per 3356-09-02 C(3)</b>					
Mr. Ronald Strollo	Athletics	1 of 3	\$ 140,901.00	2 of 3	\$ 140,901.00
Vacant	Maag Library				
<b>Directors, per 3356-09-02 C(4)</b>					
Ms. Cynthia Kravitz	Equal Opportunity & Policy Compliance	1 of 3	\$ 116,025.00	2 of 3	\$ 116,025.00
<b>Designated Administrative Officers, per 3356-09-02 C(5)</b>					
Dr. Kevin Ball	Associate Provost, Academic Programs & Planning	1 of 3	\$ 125,042.00	2 of 3	\$ 125,042.00
Dr. Claire Berardini	Associate Provost, Student Success	1 of 3	\$ 115,500.00	2 of 3	\$ 115,500.00
Dr. Nathan Myers	Associate Provost, International & Global Initiatives	2 of 3	\$ 100,500.00	3 of 3	\$ 100,500.00
Dr. Jennifer Pintar	Associate Provost, Academic Administration	1 of 3	\$ 135,500.00	2 of 3	\$ 135,500.00
Dr. W. Michael Sherman	Special Assistant to the President	1 of 2	\$ 125,000.00	2 of 2	\$ 125,000.00

**Designated P/A Staff - Non Administrative Officers, per 3356-07-35 D(3)**

# DISTINGUISHED SERVICE AWARD RECIPIENTS

~ 2018 ~

## Classified Service Awards

*Maureen Adams ~ Mechanical & Industrial Engineering*

*Paul Cetor ~ Facilities Maintenance*

*John Dodson ~ Dean's Office-STEM*

*Maureen Drabison ~ IT Application Services*

*Laura Duffy ~ Parking Services*

*Martha Frazzini ~ Parking Services*

*Linda Glover ~ Philosophy & Religious Studies; Foreign Languages & Literatures*

*James Hanek ~ IT Application Services*

*Steve Katros ~ Dean's Office-BCHHS*

*Dorothy Keirsey ~ Delivery Services*

*Fran LeGoullon ~ Human Resources*

*Bohdan Lyubuska ~ Facilities Maintenance*

*Lisa McLaughlin ~ University Bursar*

*Steven Richards ~ Dean's Office-STEM*

*Elizabeth Rush ~ Printing Services*

*Susan Sahli ~ Financial Aid & Scholarships*

*Megan Shargo ~ Mathematics & Statistics*

*Patricia Stanovcak ~ Criminal Justice & Forensic Sciences*

## Professional/Administrative Service Awards

*Crystal Bannon ~ Career & Academic Advising*

*Monique Bradford ~ Dean's Office-WCBA*

*William D'Amico ~ Undergraduate Admissions*

*Kami Greene ~ Controller's Office*

*Michael Hackstedde ~ Controller's Office*

*Susan Moorer ~ WYSU-FM*

*Steven Pinciario ~ Athletics Facilities Rental*

*John Popadak ~ Maag Library*

*Timothy Styranec ~ Environmental & Occupational Health & Safety*

*William Swann ~ Distance Learning*

*Edward Villone ~ Police Officers Training Academy*

*Patrick Williams ~ Veterans Affairs*

## Classified Exempt Service Award

*Thomas Guerrieri ~ Facilities Maintenance*

## Professional/Administrative Exempt Service Awards

*Cynthia Bell ~ Office of the President*

*Christina Costello ~ Dean's Office-WCBA*

*Steven Hoffmaster ~ Controller's Office*

*Theresa Orwell ~ Controller's Office*

# YEARS of SERVICE AWARD RECIPIENTS

## 2018

### 50 Years of Service

*Daniel O'Neill* - Communication

### 40 Years of Service

*Susan Viglione* – Environmental & Occupational  
Health & Safety

### 35 Years of Service

*John Dodson* – Dean's Office-STEM

*Amy Kyte* – Nursing

*Hojjat Mehri* – Mechanical, Industrial, & Manufacturing  
Engineering

*Pamela Schuster* - Nursing

### 30 Years of Service

*Michael Caldwell* – IT Infrastructure Services

*Jayne Caputo* – Registration & Records

*Joseph Conroy* – Andrews Student Recreation &  
Wellness Center

*Janice Evick* – Procurement Services

*Patricia Gillis* – Procurement Services

*Richard Goldthwait* – Mathematics & Statistics

*Diane Hritz* – Career & Academic Advising

*Shakir Husain* – Civil/Environmental & Chemical  
Engineering

*Johanna Krontiris-Litowitz* – Biological Sciences

*Anne Lally* – Student Counseling Center

*Kathleen Leeper* – Kilcawley Center

*Keith Lepak* – Politics & International Relations

*Cynthia Maldonado* – Financial Aid & Scholarships

*Daniel O'Connell* – Parking Services

*Steven Reese* – English

*Elizabeth Rush* – Printing Services

*John Sarkissian* – Foreign Languages & Literatures

### 25 Years of Service

*Raymond Beiersdorfer* – Geological &  
Environmental Sciences

*Craig Campbell* – Geography

*Guang-Hwa Andy Chang* – Mathematics & Statistics

*Mary DiPillo* – Dean's Office – COE

*Stephen Flora* – Psychology

*Stephen Gage* – Dana School of Music

*Jeanette Garr* – Civil/Environmental & Chemical  
Engineering

*Donna Greenaway* – Student Experience

*John Jackson* – Chemistry

*Christopher Krummel* – Dana School of Music

*Marcia Matanin* – Teacher Education

*Anita O'Mellan* – Mathematics & Statistics

*Linda Strom* – English

*John Sullins* – Computer Science & Information  
Systems

### 20 Years of Service

*Cheryl Coy* – Office of Research Services

*Dean DeMain* – YSU Police

*Steven Eggleston* – Facilities Maintenance

*Dennis Godoy* – YSU Police

*Norma Grumley* – Parking Services

*James Hall* – Sports Information

*James Hanek* – IT Application Services

*Kay Helscel* – Facilities Maintenance

*Raymond Hoff* – Chemistry

*Ruby Jones* – Undergraduate Admissions

*Richard Love* – Ticket Office

*Thomas Manning* – Parking Services

*Susanne Miller* – Dean's Office-BCHHS

*Stephanie Smith* – Art

*Shawn Varso* – YSU Police

*Rosa Maria Vega* – Financial Aid & Scholarships

*Deborah Yiannaki* – Communication

*Randall Ziobert* – IT Customer Services

## 10 Years of Service

*Christine Adams* – Maag Library  
*Stacey Adger* – YSU Police  
*Carolyn Anderson* – Student Activities  
*Wayne Anderson* – Delivery Services  
*Ganesaratnam Balendiran* – Chemistry  
*Crystal Bannon* – Career & Academic Advising  
*Christopher Barzak* – English  
*Patrick Bateman* – Management  
*Cynthia Bell* – Office of the President  
*Kenneth Borowicz* – Housing & Residence Life  
*Evangeline “Ghia” Burzynski* – Human Resources  
*Michael Butcher* – Biological Sciences  
*Stacey Capaldi* – Payroll  
*Paul Cetor* – Facilities Maintenance  
*Joy Christiansen Erb* – Art  
*Daniel Clements* – IT Customer Services  
*Susan Coleman* – Environmental & Occupational Health & Safety  
*Lisa Devore* – Chemistry  
*Christine Dilanni* – Center for Student Progress  
*Laura Duffy* – Parking Services  
*Richard Feldmiller* – Facilities Maintenance  
*Lori Fusco* – Nursing  
*Jean Grabaskas* – Dean’s Office-CLASS  
*Adam Guerrieri* – YSU Police  
*Michael Hackstedde* – Controller’s Office  
*Cynthia Hixenbaugh* – Marketing & Communications  
*Barry Jenkins* – Parking Services  
*Marybelle Jusino* – General Counsel  
*Bruce Keillor* – Marketing  
*Timothy Kovalski* – Registration & Records  
*Andrew Kuboff* – Metropolitan College  
*Debora Kucharski* – Dean’s Office-STEM  
*LeAnn Lampley-Laster* – Facilities Maintenance  
*Frances LeGoullon* – Human Resources  
*Anna Leko* – IT Customer Services  
*Melanie Leonard* – Student Success  
*Jacquelyn LeViseur* – University Events  
*Clovis Linkous* – Chemistry  
*Michael Lisi* – Maag Library  
*Cheryl Massaro* – Undergraduate Admissions  
*Angela Messenger* – Writing Center  
*Xiangjia Min* – Biological Sciences  
*Linda Moore* – Human Resources  
*Joyce O’Connell* – Metropolitan College  
*Diana Page* – Maag Library  
*Diana Palardy* – Foreign Languages & Literatures

*Kathryn Palladino* – Orientation Program  
*Karin Petruska* – Accounting & Finance  
*Andrew Phillips* – Facilities Maintenance  
*John Popadak* – Maag Library  
*Mary Jane Quaranta* – Dean’s Office-WCBA  
*Keisha Robinson* – Health Professions  
*Anna Marie Ruscitti* – Career & Academic Advising  
*Cindy Sarnowski* – Dana School of Music  
*Michele Schaper* – Provost/VP-Academic Affairs  
*Scott Schippert* – Central Utility Plant & Distribution  
*Guy Shebat* – English  
*Anthony Spano* – Procurement Services  
*Patricia Stanovcak* – Criminal Justice & Forensic Sciences  
*Stephen Taraszewski* – Institutional Research & Analytics  
*Donna Tarbet* – University Bursar  
*Michael Vansach* – University Bursar  
*John Vogel* – Sports Information  
*April Vosch* – English  
*Donna Walsh* – Marketing  
*Nicole Wells* – Dean’s Office-BCHHS  
*Deborah Williams* – Human Ecology  
*Jeffrey Wills* – Training Room  
*Laurie Wittkugle* – Dean’s Office-STEM  
*Sherri Woods* – Social Work  
*Mary Yacovone* – Health Professions  
*Xiaolou Yang* – Accounting & Finance  
*Jennifer Young* – Metropolitan College