Dr. Smith opened the meeting.

**Agenda item 1** – Safe Evacuation. Mr. Hyden reported and stated that building codes come from Chicago and New York City high-rise building code for ground to over four stories. Buildings over four stories would not require separate ventilation. We disconnect stairwell ventilation in the event of a fire and doors to stairwell will auto close if fire alarm goes off. We are not required to have separated ventilation in stairwells since buildings on campus were built prior to code.

Ms. Frisby suggested that YSU designate a stairwell for those individuals who will need removed by fire department, not to be used by general population to keep as much smoke out as possible. That being done, YSU could notify the fire department ahead of time where individuals with a handicap would be located in case of fire so they could get to them quickly.

Mr. Hyden will get with the fire chief to see if any suggestions could be implemented.

Mr. Varso said if YSU-PD received the information at the beginning of a semester on which individuals may need assistance; then police could share with fire fighters where the individuals are that need assistance in event of an evacuation.

Dr. Smith commented all good suggestions and working together to ensure safety of all campus community.

**Agenda item 2** – Gray & Associates Update. Dr. Smith commented universities seek accreditation based on quality and continued improvement. Same for program review. It has been awhile since an in-depth program review was done. Gray & Associates scorecards tell how good a university is doing on market and margin. Invite all faculty to join in on the mission piece. Gray & Associates began in October 2020 and in May the deans and faculty have been making penultimate recommendations.

Mr. Sherman has assured quality of programs and academic benefits to our students, student success and academic excellence.

Ms. Frisby suggested that scorecards include:

1) Student interest and demand of program  
2) Job postings using those skills  
3) Competition  
4) Market instructional costs and contribution margin

Gray & Associates has data from national level on all programs as well as state and local levels.

Dr. Pintar added Gray & Associates provides data and then the institution does the rest.

**Agenda item 3** – Approval of March 16, 2021 meeting minutes. None sent out. Atty. Jacobs to discuss with Ms. Frisby.
Agenda item 4 – Reorganization. As a result of retirements, resignations, and reorganizations YSU is losing institutional knowledge and new people need training. Connie discussed briefly an MOU that is being considered through HR to alleviate the lack of institutional knowledge gap. New staff need administrative support training from HR. Atty. Jacobs will discuss with HR and work with Ms. Frisby to address training issue.

Agenda item 5 – Evaluation of LMC purpose. Ms. Frisby read the LMC mission statement as a reminder as to what the LMC is meant to do. The mission should be reviewed. Dr. Smith agreed.

Agenda item 6 – Updates.

- ACE
  - union position elections
- OEA
  - repairing bad blood
  - VSRP
  - talks about ETS at 5:00 pm today, May 11
- APAS
  - negotiations ongoing
  - changes to leadership
- SGA
  - Nicholas Koupiraris is the new president and Gianna Battaglia is the new vice president