



BOARD OF REGENTS FOR HIGHER EDUCATION NOTICE OF SPECIAL MEETING AND AGENDA

9:00 a.m., Tuesday, September 25, 2012

Ground Floor, Community Room, 61 Woodland Street, Hartford, CT

A Special Meeting of the Board of Regents for Higher Education will be held **9:00 a.m. a.m., Tuesday, September 25, 2012**, in the Community Room on the Ground Floor of 61 Woodland Street, Hartford, CT for discussion of and possible action on the items listed below.

- 1) CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM**
- 2) BOARD OF REGENTS CHAIRMAN, LEWIS J. ROBINSON, ESQ.**
- 3) BOARD OF REGENTS PRESIDENT, DR. ROBERT A. KENNEDY**
- 4) REPORT FROM STRATEGIC PLANNING COMMITTEE¹**
- 5) CONSENT AGENDA**
 - a) Updated Plan to Redirect Consolidation Savings Back to Connecticut State Colleges & Universities
 - b) Honorary Degree – WCSU
 - c) New Mission Statement for Middlesex Community College
 - d) Academic Program Approvals
 - i) Program Modifications
 - (1) • AS in General Studies to be offered at Meriden Location [Middlesex CC]
 - (2) • AS in Technology Studies Option in Manufacturing Machine Technology to be offered at Meriden Location [Middlesex CC]
- 6) REVISION TO BOR BYLAWS – *Information only; to be placed on October 18 agenda for action***
- 7) ADJOURN**

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¹ Supporting material to follow

ITEM

Plan to Redirect Consolidation Savings to Campuses

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, That the Board of Regents for Higher Education approves the plan to redirect consolidation savings back to campuses by providing access to funding for full-time positions identified by the President.

BACKGROUND

The higher education governance consolidation that formed the Board of Regents for Higher Education resulted in savings above the \$4.3 million identified in the reorganization proposal. These savings are to be redirected to the campuses for the purpose of hiring full-time faculty and direct student support services (e.g. counselors, advisors, retention specialists). The Board approved the plan to redirect a portion of this savings toward sixteen positions at the state universities and seven positions at the community colleges at its meeting on June 21, 2012 and requested that approval of the plan to redirect savings to additional positions be deferred to fall 2012.

Institutions submitted requests for additional positions to the President. Position requests were reviewed in the context of institutional needs, cross-campus collaboration, state priorities for workforce development, and ratios of students to full-time faculty and staff.

The resulting plan to redirect consolidation savings to hire full-time faculty and direct student support services staff identifies an additional twenty-one positions at the community colleges and three positions at the state universities, for a total of 24 positions in addition to the 23 positions approved in June, for a total of 47 new positions across the campuses. All institutions that submitted a request received approval for at least one position.

Institutions may access funding to make a “temporary or emergency hire” to fill a position in 2012-13, but it is expected that a robust search for a permanent hire will be conducted in each case. Once an offer has been made to a candidate for one these positions, institutions shall notify the Chief Financial Officer, who will then transfer the funding for that position to the institution. The CFO shall also be notified of any planned “temporary or emergency” hires in order to make the requisite funding available.

The BOR Academic and Student Affairs Committee unanimously approved this recommendation be forwarded to the full Board.

SAVINGS-FUNDED POSITIONS

Community College	Full-Time Faculty/Staff Position
Asnuntuck	Chemistry and Physics Faculty Member
Capital	Student Advising Counselor
Gateway	CSU Transfer Specialist Hospitality Faculty Member (collaboration with SCSU)
Housatonic	Art Faculty Member Computer Science/Computer Technology Faculty Member Psychology Faculty Member
Manchester	Biology/Polysomnography Faculty Member Coordinator, Transfer and Degree Completion Advising Neurodiagnostic Technology Faculty Member
Middlesex	Computer Engineering Technology Faculty Member (collaboration with CCSU) Director of Center for Sustainability and Technology
Naugatuck Valley	Physical Therapy Assistant Program Faculty Member Surgical Technology Faculty Member
Northwestern	Nursing Faculty Member
Norwalk	Nursing Faculty Member
Quinebaug Valley	Retention Specialist
Three Rivers	Engineering Faculty Member (collaboration with CCSU) Transfer Counselor
Tunxis	Criminal Justice Faculty Member (collaboration with CCSU) Director of Advising, Counseling and Student Retention
State University	Position
Central	Criminology Faculty Member (collaboration with Tunxis)
Eastern	Health Care Informatics Faculty Member
Southern	Business Administration Faculty Member (Hospitality Management) (Collaboration with Gateway)

09/07/12 – BOR-Academic and Student Affairs Committee
09/25/2012 – Board of Regents

ITEM

Approval of Special Honorary Degree

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, That the nominee for an honorary degree, His Holiness the Dalai Lama, Tenzin Gyatso, be approved according to the guidelines in the board policies presently in effect granting honorary degrees to honor a person for unusual and exemplary accomplishments and to advance the work and reputation of the Connecticut State Colleges and Universities

BACKGROUND

Western Connecticut State University has requested approval to grant His Holiness the Dalai Lama an honorary degree during his visit to the campus on October 18 & 19, 2012.

Western CT State University**His Holiness the Dalai Lama**

His Holiness the Dalai Lama, Tenzin Gyatso, is the head of state and spiritual leader of Tibet. He has been awarded the Nobel Peace Prize for his non-violent struggle for the liberation of Tibet and has consistently advocated policies of non-violence, even in the face of extreme aggression. He also became the first Nobel Laureate to be recognized for his concern for global environmental problems.

His Holiness has travelled to more than 62 countries spanning six continents. He has met with presidents, prime ministers and crowned rulers of major nations. He has held dialogues with the heads of different religions and many well-known scientists.

His Holiness has received over 84 awards, honorary doctorates, prizes, etc., in recognition of his message of peace, non-violence, inter-religious understanding, universal responsibility and compassion. He has also authored more than 72 books.

More detailed biographical information is available at: <http://www.dalailama.com/biography/a-brief-biography>

09/25/2012– Board of Regents

ITEM

Change of mission at Middlesex Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, That the Board of Regents for Higher Education approves the mission statement from Middlesex Community College proposed by the College.

BACKGROUND

Middlesex Community College is seeking approval of a new mission statement. The mission statement would change

FROM:

Middlesex Community College believes that a college education should be available to everyone. It is committed to providing excellence in teaching as well as personal support in developing the genius of each student. The educational goal of the college is to promote understanding, learning, ethics, and self-discipline by encouraging critical thinking. Faculty and staff are dedicated to helping students achieve their academic, professional and career potentials. This support is a continual process that recognizes student diversity in both background and learning ability.

TO:

In all it does, Middlesex Community College strives to be the college of its community. By providing high quality, affordable, and accessible education to a diverse population, the college enhances the strengths of individuals through degree, certificate, and lifelong learning programs that lead to university transfer, employment, and an enriched awareness of our shared responsibilities as global citizens.

The College reviewed its mission statement as part of its 10-year self-study process for NEASC. The proposed mission statement emerged from an extensive all-College review process on two different professional days, with a committee to work on language between meetings. At the end of the process, there was agreement across the College about the language of the new mission statement.

The Board of Regents for Higher Education holds statutory responsibility for review and approval of mission statements of public institutions in the state under [Connecticut General Statutes 10a-6\(a\)\(7\)](#), as amended by Public Act 11-48. The proposed mission statement is consistent with NEASC [Standard One: Mission and Purposes](#) and [Section 10a-34-10](#) of the Connecticut Administrative Code about purposes and objectives of the institution.

The BOR Academic and Student Affairs Committee unanimously approved this recommendation be forwarded to the full Board.

09/07/12 – BOR-Academic and Student Affairs Committee
09/25/2012 – Board of Regents

ITEM

Modification of a program in General Studies leading to the Associate of Science (A.S.) degree at Middlesex Community College to be offered at a location in Meriden

MOTION TO BE CONSIDERED FOR FULL BOARD

RESOLVED, That the Board of Regents for Higher Education approve a modification to a program in general studies leading to the associate of science (A.S.) degree at Middlesex Community College to be offered at 55 West Main Street in Meriden, Connecticut.

BACKGROUND

Middlesex Community College has requested approval to offer 50% or more of its current program in general studies leading to the associate of science (A.S.) degree at its Meriden campus located at 55 West Main Street in Meriden, Connecticut. The change to offer half or more of a degree program at a site other than the main campus requires approval of the full Board of Regents (10a-34-2(1)). The New England Association of Schools and Colleges Commission on Institutions of Higher Education (NEASC-CIHE) will consider this proposal as a substantive change and will review it pending approval from the Board of Regents as the state authorizing entity.

Section 10a-34-23 of the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning require off-campus instruction to

- a) be consistent with overall institutional purposes, have the same admission standards as programs on the main campus,
- b) be coordinated by qualified faculty,
- c) maintain the same quality standards as programs on the main campus,
- d) consist of curricula from approved programs,
- e) deliver instruction using qualified staff, and
- f) provide adequate access to facilities, equipment, library resources, academic advising, and other necessary instructional support services.

Staff review of the proposed program indicates it will meet the standards for quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

The BOR Academic and Student Affairs Committee unanimously approved this recommendation be forwarded to the full Board.

RATIONALE

The goal of this substantive change proposal is to offer students matriculated in the general studies degree program at Middlesex Community College the opportunity to earn

50% or more of the required credits through courses held at our satellite instructional site in the city of Meriden, Connecticut.

The Meriden Center is located at 55 West Main St. in downtown Meriden and rents several floors of this facility from the State of Connecticut. The College recently obtained the remainder of the first floor space which will allow more classes to be offered and office space for additional staff to be provided.

Approximately 20% of the college's total tuition revenue is earned at the Meriden Center. The Meriden Center has been the fastest growing area of the college. Given that the College is investing in this location by adding more space and more courses, enrollment and revenue are expected to increase.

Although the number of students seeking instruction at the Meriden Center has fluctuated over the past 10 years, the numbers indicate that students are increasingly interested in taking courses at the Meriden Center location. Because of the nature of the Meriden student population, typically minority (58%) and economically disadvantaged, they frequently cannot afford automobile transportation; public transportation requires 1.5 hours of travel time. By having the Meriden Center designated as an additional instructional location at which students can complete their degree programs, the college will be contributing to the growth of individual students as well as to the growth of Meriden and the surrounding communities by providing these communities with an educated citizenry and workforce.

REVIEW OF STANDARDS FOR OFF-CAMPUS INSTRUCTION

Institutional Purpose

The AS in general studies is the College's most popular degree program, with 42% of all degree completions in 2011-12 in this major. Offering the program at the Meriden Center is consistent with the purposes and objective of the institution.

Admission Standards

Admission standards for this program are the same as at the main campus.

Program Coordination

Management responsibility for the Center has been consolidated under the Academic Dean. The Meriden Center also has a full-time director.

Quality of Instruction

The same academic unit that administers the program on the primary campus is responsible for faculty selection and course approval.

Curricula

Curricula for the program offered at the Meriden Center are the same as those at the main campus. Given the broad scope of a general studies degree, not all

courses offered at the main campus will be offered at the Meriden location. The Meriden Center director and the academic dean will work with the division chairs to develop an appropriate schedule of courses that will allow both day and evening students to complete their degree programs in a timely way. The number of course sections will increase by 10-15 per semester.

Faculty

Both full-time and adjunct faculty teach at the Meriden Center, with a typical schedule of over 60 credit-bearing courses each semester. There is no difference in qualifications for teaching either at Meriden or the main campus in Middletown, and the college has always ensured that full-time faculty are engaged in teaching and co-curricular life at the Meriden Center. Offering additional course sections will increase the need for adjunct faculty resources.

Access to Facilities, Equipment, Library Resources, and Other Services

Nearly 3,000 square feet of leased space in the Meriden building have been added. The college will now occupy almost all of the first floor, providing faculty, staff, and students with street-level presence and remodeled spaces such as offices, a Community Room, Learning Lab, and Computer Lab. Renovations are being made from the college's fund balance.

The MxCC library is linked to numerous online databases that allow students to access material from any computer. This, coupled with an excellent city library located only a short walk from the Meriden Center, provides a significant body of resources. The college occupies two complete floors and last year obtained a section of the ground floor.

The number of full-time employees assigned to the Meriden Center has doubled from three to six. All six are existing employees at the College. Three were hired specifically to work at Meriden as their primary work site. Since January 1, 2012, two staff and one faculty member were moved to Meriden as their primary work site. Thus, no new full-time staff resources are needed. Two part-time educational assistant Master Tutors will be employed in the renovated Meriden Center Learning Lab.

Analysis of staff functions per FTE enrolled student suggests that assignment of an additional 1.5 FTE staff member would bring student-staff ratios in line with those on the main campus. Nevertheless, planned levels appear adequate but should be monitored closely to ensure appropriate services are delivered to Meriden Center student populations – groups characterized in the application as more at-risk of not graduating than those on the main campus.

RESOURCES

The College estimates additional expenses of \$215,858 and additional revenue of \$231,360.

Appendix:Additional Revenues and Resources Related to Meriden Center Expansion (FY 2013):**Expenses**

\$ 66,348	Rent and Utilities for Additional Space
\$124,740	Adjunct Faculty (24 sections per year: 72 credit hours @ \$1,386/credit, plus 25% fringe)
\$ 17,770	Master Tutors (\$21.54/hr x 11 hrs/wk x 30 weeks x 2 employees, plus 25% fringe)
\$ 1,000	Additional Office Supplies, Copying, Incidentals
\$ 1,000	Housekeeping
\$ 5,000	Library Program (physical acquisitions, extensions to online databases, etc.)
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\$215,858	Total

Revenues

\$231,360 *Tuition and Fees: \$482 per student (3 credit classes)

\$15,502 Net

*The revenue estimate does not account for the possibility of students on tuition waiver, duplicated headcount, or students taking in excess of 12 credits per semester (fees are charged on a sliding scale)

08/14/12 – ConnSCU-Academic Council

09/07/12 –BOR-Academic and Student Affairs Committee

09/25/2012 – Board of Regents

ITEM

Modification of a program in technology studies with an option in manufacturing machine technology leading to the associate of science (A.S.) degree at Middlesex Community College to be offered at a location in Meriden

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, That the Board of Regents for Higher Education approve a modification to a program in technology studies with an option in manufacturing machine technology leading to the associate of science (A.S.) degree at Middlesex Community College to be offered at 55 West Main Street in Meriden, Connecticut.

BACKGROUND

Middlesex Community College has requested approval to offer 50% or more of its current program in technology studies with an option in manufacturing machine technology leading to the Associate of Science (A.S.) degree at its Meriden campus located at 55 West Main Street in Meriden, Connecticut. The change to offer half or more of a degree program at a site other than the main campus requires approval of the full Board of Regents (10a-34-2(1)). The New England Association of Schools and Colleges Commission on Institutions of Higher Education (NEASC-CIHE) will consider this proposal as a substantive change and will review it pending approval from the Board of Regents as the state authorizing entity.

Section 10a-34-23 of the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning require off-campus instruction to

- a) be consistent with overall institutional purposes, have the same admission standards as programs on the main campus,
- b) be coordinated by qualified faculty,
- c) maintain the same quality standards as programs on the main campus,
- d) consist of curricula from approved programs,
- e) deliver instruction using qualified staff, and
- f) provide adequate access to facilities, equipment, library resources, academic advising, and other necessary instructional support services.

Staff review of the proposed program indicates it will meet the standards for quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

The BOR Academic and Student Affairs Committee unanimously approved this recommendation be forwarded to the full Board.

RATIONALE

The goal of this substantive change proposal is to offer students matriculated in the technology studies: machine manufacturing option program at Middlesex Community College the opportunity to earn 50% or more of the required credits through courses held at a satellite instructional site in the city of Meriden, Connecticut.

The Meriden Center is located at 55 West Main St. in downtown Meriden and rents several floors of this facility from the State of Connecticut. The College recently obtained the remainder of the first floor space which will allow more classes to be offered and office space for additional staff to be provided. A Precision Manufacturing Institute (PMI) lab is located 1.5 miles from the Meriden Center at 34 Maynard St. The PMI Lab is where the hands-on courses in this program are located, but presently students must complete their general education core by taking courses at both the Meriden Center and the main campus in Middletown. Upon approval of this modification, students will be able to take most, if not all, of their degree requirements in Meriden.

Approximately 20% of the college's total tuition revenue is earned at the Meriden Center. The Meriden Center has been the fastest growing area of the college. Given that the College is investing in this location by adding more space and more courses, enrollment and revenue are expected to increase.

Although the number of students seeking instruction at the Meriden Center has fluctuated over the past 10 years, the numbers indicate that students are increasingly interested in taking courses at the Meriden Center location. Because of the nature of the Meriden student population, typically minority (58%) and economically disadvantaged, they frequently cannot afford automobile transportation; public transportation requires 1.5 hours of travel time. By having the Meriden Center designated as an additional instructional location at which students can complete their degree programs, the college will be contributing to the growth of individual students as well as to the growth of Meriden and the surrounding communities by providing these communities with an educated citizenry and workforce.

REVIEW OF STANDARDS FOR OFF-CAMPUS INSTRUCTIONInstitutional Purpose

The AS in technology studies is not currently a popular degree program at the college – there were zero completions in the degree program across all options, including the option in manufacturing machine technology. The program, however, addresses an identified state workforce need, and offering the program at the Meriden Center is consistent with the purposes and objective of the institution.

Admission Standards

Admission standards for this program are the same as at the main campus.

Program Coordination

Management responsibility for the Center has been consolidated under the Academic Dean. The Meriden Center also has a full-time director.

Quality of Instruction

The same academic unit that administers the program on the primary campus is responsible for faculty selection and course approval.

Curricula

Curricula for the program offered at the Meriden Center are the same as those at the main campus. Given the broad scope of a general studies degree, not all courses offered at the main campus will be offered at the Meriden location. The Meriden Center director and the academic dean will work with the division chairs to develop an appropriate schedule of courses that will allow both day and evening students to complete their degree programs in a timely way. The number of course sections will increase by 10-15 per semester.

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Appendix:

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08/14/12 – ConnSCU-Academic Council
09/07/12 – BOR-Academic and Student Affairs Committee
09/25/2012 – Board of Regents

ITEM

Amendment to Bylaws of Board of Regents for Higher Education

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, that the Board of Regents hereby approves the amendment to Article III, Committees and Representatives of the Board, of the Board Bylaws calling for the addition of additional, at large members to the Executive Committee of the Board of Regents for Higher Education.

BACKGROUND

The bylaws for the Board of Regents which were adopted on December 20, 2012 called for three standing committees of the Board: Academic & Student Affairs, Audit, and Finance & Administration. At the June 21, 2012, meeting of the Board of Regents, the Board approved an amendment to the bylaws calling for the establishment of an Executive Committee. The members of the Executive Committee at their first meeting in September, 2012, determined that the Committee would benefit from the ability to include at large members. In compliance therewith, the amendment below is offered for consideration by the Board.

Proposed Bylaws Amendment:**ARTICLE III - COMMITTEES AND REPRESENTATIVES OF THE BOARD*****SECTION 1 - EXECUTIVE COMMITTEE***

The Executive Committee shall consist of the Board Chair, Vice Chair, ~~and~~ the chairs of all the Board's standing committees, and such additional members as the Board may appoint. The BOR President shall serve as an ex officio nonvoting member. The Chair of the Board shall chair this committee. ~~A simple majority~~ Fifty percent of the members of the Committee shall constitute a quorum. It shall meet at such times as deemed necessary by the Chair.

9/25/12 Board of Regents meeting; on agenda for *information only*

10/18/12 Board of Regents meeting; will be on agenda for *action*