

**BOARD OF REGENTS FOR HIGHER EDUCATION  
HUMAN RESOURCES & ADMINISTRATION COMMITTEE**

**Minutes – Regular Meeting**

**1:00 p.m., Thursday, September 3, 2015**

**1<sup>st</sup> Floor Boardroom, 39 Woodland Street, Hartford, CT**

**COMMITTEE MEMBERS PRESENT**

Naomi Cohen, Chair (via teleconference)

Yvette Melendez

Richard J. Balducci

Elease Wright (via teleconference)

David Jimenez (via teleconference)

**BOR STAFF PRESENT**

Laurie Dunn, Interim VP for Human Resources

Erika Steiner, Chief Financial Officer

Ernestine Weaver, Counsel

Linda Marsh, Administrative Assistant

**CALL TO ORDER**

With a quorum present, Regent Melendez called the meeting to order at 1:03 p.m.

**APPROVAL OF MEETING MINUTES FROM JUNE 17, 2015**

**On a motion by Regent Balducci, seconded by Chair Cohen, the June 17, 2015, meeting minutes were approved as submitted.**

**DISCUSSION AND REVIEW OF COMMITTEE CHARTER**

Regent Melendez stated that the Committee has reviewed the Committee Charter and found it to be relevant with no changes needed at this time.

**CSCU CONSOLIDATED CLASSIFICATION AND COMPENSATION SYSTEM**

Regent Melendez gave background on this item. The Committee at its last meeting launched a review of the proposed CSCU Consolidated Classification and Compensation System provided by Sibson Consulting. Regents Cohen and Jimenez shared this information with the university and college presidents for their review and comments. They suggested that the Presidents work together to make recommendations about the Classification and Compensation System and present them to Laurie Dunn, Interim VP for Human Resources. The Presidents subsequently formed two committees who were charged with presenting recommendations to Vice President Dunn related to (1) classification and titles; and (2) the handling of salaries for incumbents who will be over the maximum salary for their new range. Additionally, the Charter Oak State College positions were further reviewed by Sibson and compared to market data specifically for distance learning institutions.

Regents Melendez and Cohen then worked with representatives of the Presidents to consider their recommendations for reclassifying the community college Deans of Academic Affairs, Administration and Student Affairs. Regent Melendez indicated that there appeared to be agreement that the Dean of Academic Affairs be reclassified to the Vice President of Academic Affairs. There were conflicting opinions about the other two dean positions.

The Committee then had a lengthy discussion regarding the community college dean classifications with a focus on Dean of Academic Affairs, Dean of Administration, and Dean of Student Affairs classifications. The Committee decided to keep all dean classifications at the Manager 3 level and correspondingly all associate dean classifications at the Manager 2 level at this time. Further review and analysis of the dean classifications will occur over the next month with any recommendations for change coming to the October Committee meeting.

Regent Cohen made a motion, seconded by Regent Balducci, to approve the resolution and the CSCU Consolidated Classification and Compensation Structure (Attachment A of the agenda) with the modification of the dean classifications at the Manager 3 level and the associate dean classifications at the Manager 2 level, for adoption at the September 17, 2015, Board meeting. Motion passed unanimously.

#### **NEW BUSINESS**

There was no new business.

**The next committee meeting will be on Thursday, October 1, 2015, at 1 p.m.**

#### **ADJORNMENT**

With no further business to consider, **the meeting was adjourned at 1:42 p.m. on a motion by Regent Wright, seconded by Regent Balducci.**