

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

**Minutes**

**1:00 p.m., Thursday, November 10, 2016  
Room 310, 39 Woodland Street, Hartford, CT**

**COMMITTEE MEMBERS PRESENT**

Naomi Cohen, Chair  
Richard Balducci  
David Jimenez (Telephonic)  
Elease Wright

**COMMITTEE MEMBERS ABSENT**

Yvette Melendez

**BOR STAFF PRESENT**

Alice Pritchard, Chief of Staff  
Steven Weinberger, Vice President for Human Resources  
Michael Lopez, Director of Human Resources Administration  
Karen Stone, Director of Internal Audit  
Ernestine Weaver, Counsel  
Rosalie Butler, Administrative Assistant

**CALL TO ORDER**

With a quorum present, Chair Cohen called the meeting to order at 1:06 p.m.

**APPROVAL OF MEETING MINUTES FROM SEPTEMBER 15, 2016**

*The minutes of the September 15, 2106 special meeting were unanimously approved on a motion by Regent Wright, seconded by Regent Jimenez.*

**DISCUSSION OF EMERITUS POLICY**

Chair Cohen informed committee members that she had previously spoken to Vice Chair Melendez regarding this agenda topic and turned to VP Weinberger for further explanation. He indicated that conferring emeritus status has historically been a means to recognize senior academics for their renowned and significant contributions, typically with a minimum of 10 years of service. Subsequently, the emeritus title was extended to high-ranking senior system office personnel and administrative faculty. VP Weinberger explained various inconsistent policies which extend across the system, as well as the perks and emoluments associated with each. Provisions intended for faculty have filtered into other areas, including professional staff employees, registrars, athletic directors, and IT personnel. In total, 750 employees across four campuses are emeriti.

Additionally, for non-represented employees, BOR policy applies to Management Confidential personnel in leadership positions at the System Office and on campuses. The honor is conferred by either the system or a campus president. The service requirement is 10 years, minimum age

of 55 and retired. To date, VP Weinberger reported, emeritus perks and emoluments have not been an administrative burden.

A product of Board policy, the provision has not previously been a subject for bargaining. However, the CCC coalition has requested emeritus status be incorporated into their collective bargaining agreement. In response to Regents' questions regarding potential dilution of the title, VP Weinberger explained the CCC system had very limited experience conferring the title whereas, at the universities, faculty are subject to rigorous peer review. He also reiterated that the title has been extended to administrative faculty.

Discussion followed regarding presidential discretion to recognize a significant contribution, whether from faculty, or administrative faculty. Regents requested input from the campus presidents to define a "significant contribution". Chief of Staff Pritchard added that Board policy addresses those criteria: Distinguished service, advancing the institution's mission, and that emeritus status should "not be conferred as a matter of due course".

In response to a question from Provost Shirley Adams concerning whether or not COSC is able to bestow the privilege, VP Weinberger responded that the authority to confer status is contained within the Board of Regents 2013 revision to Management Confidential Policy, which supersedes local policies.

After discussion of inconsistencies in emeritus privileges between units, VP Weinberger offered that the issue has rarely surfaced. When a faculty member has retired and receives emeritus status, the institution wants him or her to voluntarily advise and play a role in the life of a university or college. With the rise of technology, the issue of available office space becomes less important. Access to e-mail is sufficient. Course privileges do not take up much time or resources, nor is it costing the system money. These are not highly-utilized benefits. Having different standards has not created an operational problem. These are different constituents with different missions. It is acceptable to have benefits that are not perfectly aligned.

Regents recommended the System President have dialogue with campus Presidents about emeritus status and recalibrate them periodically to reflect a recognized standard. Chair Cohen asked VP Weinberger to address the need for revision of collective bargaining agreements to reflect the merger and consolidation of legacy systems into CSCU.

## **DISCUSSION OF CODE OF CONDUCT FOR CSCU PERSONNEL**

Chair Cohen indicated conversation had taken place a number of times regarding a System-wide Code of Conduct and how such a code should apply to all employees of CSCU.

VP Weinberger provided background related to the bargaining process. Codes of conduct concern negotiated terms of employment. The System does not have an adopted code of conduct, nor are there specific designated articles for code. Other provisions govern conduct, but none are codified.

VP Weinberger recommended the aggregation of current provisions into a single policy, applied to all system employees. While no new terms could be added, nor vary from existing terms, BOR

could produce a document to speak to these obligations. He further recommended examination of employee codes of conduct already adopted by executive branches.

Discussion followed on the advantages and disadvantages of a codified policy. VP Weinberger offered that some policies are contained in bargaining agreements, some in statute, some are contained in regulations. These are the standards by which the Board of Regents would expect employees to abide.

Regents indicated their desire to have a codified policy, whereby employees must read it and sign off. Toward that end, employees must be educated on appropriate behavior.

Regents believe that all employees, Regents, staff and others associated with the CSCU system have a general duty to exhibit conduct that is ethical and moral. In order to outline expectations for behavior, Regents directed management to look at other conduct policies, perhaps those of other state systems with multiple universities and community colleges, as well as a private system. They requested a draft document be available for review at the January 19, 2017 meeting.

#### **DISCUSSION – APPLICATION OF FACULTY CONSULTING AND RESEARCH POLICY TO VOLUNTEERS**

At its October meeting, the BOR ratified a change to its Faculty Consulting and Research Policy, prompting a question as to whether that policy also applies to volunteers. Following discussion, the Committee agreed any policy governing volunteer consulting and research would be included in the forthcoming draft Code of Conduct for CSCU Personnel.

#### **ADJOURNMENT**

*With no further business to consider, the meeting was adjourned at 2:35 p.m. on a motion by Regent Wright, seconded by Regent Balducci.*