

BOARD OF REGENTS FOR HIGHER EDUCATION
Committee on Human Resources and Administration

8:30 am, Wednesday, September 5, 2018

[BOR Boardroom, Ground Floor, 61 Woodland Street, Hartford, CT](#)

AGENDA – REGULAR MEETING

1. Call to Order
2. Approval of [Meeting Minutes of May 23, 2018](#)
3. Search Process Procedures to be Utilized for the Community College Regional Presidents and Chief Executive Officer Positions
4. Adjournment

Committee members

Naomi K. Cohen, Chair
Richard J. Balducci
Holly Howery
Yvette Melendez
David Jimenez
Elease Wright

cc: CSUS President Mark Ojakian
Chief of Staff, Alice D. Pritchard
VP Human Resources, Steve Weinberger

**BOARD OF REGENTS FOR HIGHER EDUCATION
HUMAN RESOURCES AND ADMINISTRATION COMMITTEE
MEETING MINUTES – May 23, 2018 8:30 AM
BOR Boardroom, 61 WOODLAND STREET, HARTFORD, CT**

COMMITTEE MEMBERS PARTICIPATING:

Naomi Cohen, Chair
Richard J. Balducci
Holly Howery
David Jimenez
Elease Wright
Yvette Melendez

Additional Regents Present:

Merle Harris
William Lugo
Del Cummings

CSCU STAFF PRESENT:

Mark Ojakian, President
Alice Pritchard, Chief of Staff
Steve Weinberger, Vice President for Human Resources
Ernestine Weaver, Legal Counsel
Erin Fitzgerald, Associate Director, Office of Board Affairs
Cheryl Connor, Administrative Assistant

CALL TO ORDER

With a quorum present, Committee Chair Cohen called the meeting to order at 8:30 am.

APPROVAL OF MEETING MINUTES

On a motion by Elease Wright, seconded by Holly Howery, the meeting minutes of March 28, 2018 were approved as submitted.

UPDATE ON STUDENTS FIRST PLANNING

President Ojakian updated the committee, reporting that he and staff are continuing conversations with Dr. Barbara Brittingham of NEASC and also with NCHEMS (The National Center for Higher Education Management Systems), a national consultant group that NEASC asked to evaluate our Substantive Change Proposal.

President Ojakian further reported that he is looking to bring forward an outline of proposed future steps that can be taken, to the June meeting of ASA Committee and then onto the meeting of the full Board later in the month, with the focus on still recommending the move to a single accredited college. He explained that there are steps that can be implemented sooner rather than later, working within the system but not requiring approval from NEASC. He continues to believe that the regional structure is still advantageous.

President Ojakian explained that at campuses where the presidents have announced that they are retiring, the leadership positions on those campuses will be replaced with individuals called Campus Chief

Executive Officers. This is being implemented at Capital Community College with the retirement of President Nieves and at Manchester Community College with the retirement of President Glickman. Dr. Minkler's title has also been changed to Interim Campus Chief Executive Officer at Middlesex Community College. A CEO is needed not only for the skillset, but also to satisfy NEASC, as the guidelines provided by NEASC call for a Chief Executive Officer on each campus. Previously, the Substantive Change proposal had referred to these positions as Campus Vice Presidents.

DISCUSSION – QUALIFICATIONS AND RESPONSIBILITIES OF COMMUNITY COLLEGE LEADERSHIP POSITIONS

Committee Chair Cohen reminded the Committee of the December 2017 resolution, which asks the Committee, in consultation with administration, to develop a hiring process for the new college leadership structure, to integrate the positions into the current class and compensation system and to finalize organizational charts for the new college leadership structure and positions. Chair Cohen also reminded the Committee of the documents provided at the last Committee meeting and attached to the minutes of that meeting. Those documents were provided by The Aspen Institute, which outlined characteristics of exceptional community college presidents and also provided qualifications, responsibilities and other elements of the position descriptions of the new leadership team. Aspen outlines qualities for Presidents who ensure student success as including committed to student access and success, willing to take strategic risks, being a builder of strong teams, establishing urgency for improvement, planning for lasting internal change, being results-oriented, communicating effectively, having financial and operational ability, being an entrepreneurial fundraiser, and developing external partnerships.

The Committee members and the other Regents present engaged in discussions regarding qualifications and responsibilities of the proposed Regional Presidents. They concurred that the ten qualities outlined by the Aspen Institute are important for all leadership positions but weighted depending on responsibilities and deliverables.

The Committee concluded that all leadership positions should include strong academic backgrounds as well as strong administrative and operational skills. Community college backgrounds are valued.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

On a motion duly made, seconded and passed unanimously, the meeting adjourned at 9:23 am.

Submitted,

Cheryl Connor

**BOARD OF REGENTS FOR HIGHER EDUCATION
JOINT MEETING OF THE HUMAN RESOURCES & ADMINISTRATION COMMITTEE
AND THE ACADEMIC AND STUDENT AFFAIRS COMMITTEE
MEETING MINUTES – May 23, 2018 9:30 AM
BOR Boardroom, 61 WOODLAND STREET, HARTFORD, CT**

COMMITTEE MEMBERS PARTICIPATING:

Naomi Cohen, Chair, HR & Administration and Member, Academic & Student Affairs
Merle Harris, Chair, Academic & Student Affairs
Richard J. Balducci, HR & Administration
Holly Howery, HR & Administration
David Jimenez, HR & Administration
Elease Wright, HR & Administration
Yvette Melendez, HR & Administration
William Lugo, Academic & Student Affairs
Aviva Budd, Academic & Student Affairs

Absent Members:

Lawrence DeNardis, Academic & Student Affairs

Additional Regents Present:

Del Cummings

CSCU STAFF PRESENT:

Mark Ojakian, President
Alice Pritchard, Chief of Staff
Steve Weinberger, Vice President for Human Resources
Jane Gates, Provost and Senior VP Academic & Student Affairs
Ernestine Weaver, Legal Counsel
Angelo Simoni, Executive Director for Student Relations & Compliance, System Title IX Coordinator
Erin Fitzgerald, Associate Director, Office of Board Affairs
Cheryl Connor, Administrative Assistant

CALL TO ORDER

With a quorum of each committee present, HR & Administration Committee Chair Cohen called the meeting to order at 9:34 am.

DISCUSSION – SEXUAL MISCONDUCT POLICY GUIDANCE

Ernestine Weaver, CSCU Legal Counsel, provided a history of the current Sexual Misconduct Policy, the complaint process and her policy review and recommendations. An overview of her presentation, is attached. See Attachment A.

DISCUSSION- TITLE IX TRAINING AND SUPPORT ON CAMPUSES

Angelo Simoni, CSCU Executive Director for Student Relations & Compliance and Title IX Coordinator, provided an overview of the SCSU Safe Grant, including training specifics. The handout is attached. See Attachment B.

Steve Weinberger, Vice President for Human Resources, reported on some of the observations that have grown out of recent conversations regarding proposed administrative consolidation. VP Weinberger suggested that there was a need to take a strategic look at CSCU's Title IX enforcement, especially at the community colleges. He noted that at some campuses, the function may not be dedicated, but shared. He suggested a possible organizational reform to produce a more efficient distribution of resources to make enforcement, training and investigations more consistent and comprehensive.

Following discussion among committee members and staff, **on a motion by Regent Yvette Melendez, seconded by Regent David Jimenez**, the Committee members voted unanimously as noted below:

“The Human Resources & Administration and the Academic & Student Affairs Committees direct Administration to develop a report on data related to complaints under the sexual misconduct policy received across the system by student and employee populations.

The Committees recommend including the following components when developing the aforementioned report:

- Data should be provided, at a minimum, for the college and university constituent units. However, institutional reporting is optimal.
- Number of complaints received over the past three years, at a minimum, and for a longer period if available.
- Categories of complaints
- Outcomes of investigations
- Costs associated with investigations, i.e., involvement of outside investigators and/or law firms
- Identification of any notable trends
- Identification of any training opportunities/needs
- Recommendations as to continued monitoring and future reporting (annually, quarterly?)”

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

On a motion duly made, seconded and passed unanimously, the meeting adjourned at 10:38 am.

Submitted,

Cheryl Connor

Attachments to Minutes and/or Meeting Handouts/ Presentations

- A. BOR Sexual Misconduct Reporting, Support Services and Processes Policy-Highlights and Developments
- B. Office on Violence Against Women (OVW) Campus Grant Program/CSU SAFE Grant

BOR SEXUAL MISCONDUCT REPORTING, SUPPORT SERVICES AND PROCESSES POLICY- Highlights and Developments

BOR Sexual Misconduct Policy Compliance.

- State law: Public Acts 12-78, 14- 11, and 16-106
- Federal law and guidance: April 4, 2011 Dear Colleague Letter (Title IX), Violence Against Women Act, the Clery Act and Campus SaVE.

Current status of federal enforcement of Title IX.

- Trump Administration retraction of the 2011 Dear Colleague Letter
- Reinstatement of the January 2001 Sexual Harassment Guidance
- Development and release of a revised Case Processing Manual

Despite these changes, Connecticut state law requirements persist and more closely align with the requirements that had been established by the Obama era guidance.

Timeframes for filing claims and reports.

- **Claims/complaints.** Sexual harassment is considered a form of discrimination. Discrimination claims, typically referred to as complaints, are heard by the Commission on Human Rights and Opportunities (CHRO), the Office of Civil Rights (OCR) and the Equal Employment Opportunity Commission (EEOC). Currently, a person has 180 days from the date of the incident to file a claim with the CHRO and OCR. A person has 300 days from the date of discrimination to file a claim with EEOC.
- **Reports.** Under Title IX there is no time limitation for receiving a report of sexual harassment or misconduct. There is a lasting obligation of the institution to investigate discrimination.

BOR Policy was not drafted for the purposes of facilitating the filing of discrimination claims but to satisfy the requirements of Title IX.

- Policy was written to address sexual misconduct by encouraging survivors to report allegations of sexual misconduct to facilitate investigation by the institution to alleviate/eliminate sexual misconduct on its campuses and to provide compassionate support and resources to survivors of sexual misconduct.
- Although a complainant may pursue filing a discrimination claim with the CHRO or OCR or EEOC, the BOR policy has no bearing on those actions.
- If a student is alleged to have committed sexual harassment or misconduct, the matter is investigated and processed pursuant to the BOR/CSCU Student Code of Conduct. There is no set timeframe.
- If an employee is alleged to have committed sexual misconduct or harassment the matter is processed pursuant to the procedures applicable to the employee's classification of employment.

State Employment Practices re Discrimination Allegations & Impact of Internal Investigations

- State agencies are required to conduct internal discrimination investigations and complete the investigation leaving sufficient time for the complainant to file with the CHRO if the Complainant is not satisfied with the outcome. Total allotted time 180 days from incident.
- The colleges and universities are subject to this requirement as well.
- ***This requirement must be distinguished from the Title IX duty to investigate regardless of when the incident occurred.***
- However, an incident that has aged more than 180 days old, cannot be filed against a state employee for the purposes of claiming damages at the CHRO or OCR.

Ongoing policy review

- September 2017- Victims' Rights Law Center Attorneys Lindy Aldrich and Amanda Walsh conducted a review of the Sexual Misconduct Policy and the Code of Student Conduct Hearing Procedures.
- Recommendation specific to the BOR Sexual Misconduct policy: clarify the wording the BOR "hereby directs the Connecticut State Colleges and Universities to implement the Policy stated above" to clearly mean that each institution of the Connecticut State Colleges and Universities is directed to implement the policy.
 - Concern was whether the individual institutions had created their own policies noting the local resources and supports.
- Other recommendations suggested revision to the Student Code of Conduct and the hearing process.
 - Will propose changes to the Student Code of Conduct in the upcoming months.

Recent legislative activity

- Proposed change was extending the time limit to file a complaint of discrimination to three years.

Recommendations

- Hold any proposed revision to the Sexual Misconduct Policy pending further action by the General Assembly.
- But to assure consistency, and as an administrative action, each institution should amend its procedures to note that:
 1. Nothing in CHRO procedures and timetables alters or abridges a college's or university's duty under Title IX to investigate sexual harassment, intimate partner violence or sexual misconduct. All such matters will be investigated, to the extent possible within the jurisdiction of the college or university.
 2. For cases involving allegations of sexual misconduct, there is no time limit for the filing of internal complaints.

3. The institution's Title IX or Diversity Officer shall create and maintain a file of each internal complaint received under these procedures. All information, including records and correspondence pertaining to said internal complaint will be kept in this file. Access to the file will be in accordance with applicable State and Federal statutes and collective bargaining agreements. The institution will secure these files.
4. All records of internal complaints and dispositions shall be reviewed on a regular basis by the Title IX Officer or Diversity Officer to discern any pattern in the nature of the internal complaints.

Office on Violence Against Women (OVW) Campus Grant Program/CSCU SAFE Grant

- The CSCU SAFE grant is a project funded by the Department of Justice, Office on Violence Against Women and includes all 17 CSCU institutions.
- The ultimate objective of the OVW Campus Program is to help colleges and universities create effective, comprehensive responses to sexual assault, dating violence, domestic violence and stalking.
- OVW requires a coordinated community response to sexual assault, domestic violence, dating violence, and stalking. OVW asks jurisdictions to bring together stakeholders from diverse backgrounds to share information and use their distinct roles to improve community responses to violence against women.
- Three year grant October 1, 2015 – September 30, 2018 with a \$750,000 budget.
- Project includes four partners – CT Coalition Against Domestic Violence (CCADV), CT Alliance to End Sexual Violence (The Alliance) Department of Emergency Services and Public Protection (DESPP) CT Women’s Education and Legal Fund (CWEALF).
- The CSCU SAFE grant covers several unfunded federal and state mandates.

Fall 2017 Training Highlights:

- **146 CSCU faculty and staff were trained using grant funds.**
- Trainings included:
 - Preventing and Responding to Intimate Partner Violence on Campus
 - Training for Campus Hearing Boards/Student Affairs
 - Bringing in the Bystander®
 - The Intersection of Stalking, Intimate Partner Violence and Technology on Campus
 - Stalking and Strangulation: Legal Update
 - Exploring Intersections of Oppressions in the Prevention of Sexual Violence
 - Intervention Strategies for Professionals Working with Victims and Survivors of Sexual Violence
- **74 faculty and staff were trained** in the “Bringing in the Bystander” in-person intervention program.

Spring 2018 Training Highlights:

- **158 CSCU faculty and staff trained using grant funds.**
- Trainings included:
 - Understanding the Legal Response to Intimate Partner Violence on Campus
 - Preventing and Responding to Intimate Partner Violence on Campus: CCSU & ECSU
 - Stalking on Campus
 - Clery Compliance and the Annual Security Report
 - Clery Training: Campus Security Authorities Train the Trainer

Upcoming Trainings:

- **July, 2018 –**
 - Balancing Victims’ Rights and Institutional Responsibilities
 - The Impacts of Trauma on Survivors of Sexual Violence
 - Bringing in the Bystander® (refresher)

STATE & FEDERAL MANDATES	FEDERAL Violence Against Women Act (Amended 2013)	STATE CT Public Act 14-11 2014 Applies to all institutions of Higher Education in CT	Office on Violence Against Women Campus Grant Program Helps to meet mandates by...
Overview	<p>Intended to complement existing Title IX legislation and OCR guidance for the response to sexual violence.</p> <p>In addition to sexual violence, requires institutions of higher education to include reporting on domestic violence, dating violence and stalking.</p>	<p>Strengthens legislation from 2012 (PA 12-78) on the prevention and response to sexual violence on CT’s college campuses.</p> <p>Aspects of programming, response, and training must be reported to the Higher Education Committee of the CT GA on October 1st of each year.</p>	<p>Helps colleges and universities create effective, comprehensive responses to sexual assault, dating violence, domestic violence and stalking.</p> <p>Provides access to a national network of experts and trainers.</p>
Coordinated Community Response	<p>Students must be offered information for on and off-campus resources. Campuses must assist students with reporting to local Law Enforcement, if desired.</p> <p>Students must be able to change academic, living, transportation, or working situations to avoid a hostile environment. Students can receive no-contact orders or restraining orders.</p>	<p>CSCU institutions must establish Campus Resource Teams (CRT’s) that meet at least once/semester.</p> <p>CSCU institutions must hold formal MOU’s with local Domestic Violence & Sexual Violence community programs.</p> <p>CRT’s must include a representative from Law Enforcement, Campus Security and a local or state Law Enforcement.</p>	<p>Regularly convenes representatives from all 16* CSCU Campus Resource Team’s. Engages statewide MOU partners, CCADV & The Alliance, as well as community agencies. *Charter Oak is not required to convene a CRT.</p> <p>Provides technical assistance to campuses in areas related to Student Affairs/Judicial, Campus Law Enforcement/Security, Prevention and Education and creating a coordinated response on each campus.</p>
Training for Faculty and Staff	<p>Primary prevention and awareness programming must be provided to new employees.</p>	<p>CSCU institutions must provide annual training to Campus Resource Team members, Campus Law Enforcement/Security, Campus Judicial Board hearing officers, and Title IX coordinators.</p>	<p>Provides professional trainings to CSCU CRT’s as well as CSCU faculty and staff on the dynamics and response to sexual violence, dating, domestic violence, stalking and bystander intervention. Trainings have also included understanding and working with students from oppressed communities.</p>
Prevention and Education Training for Students	<p>Primary prevention and awareness programs must be provided to incoming students.</p> <p>Students should receive bystander intervention training.</p>	<p>CSCU institutions must provide prevention education and awareness programming for students and staff on an annual basis.</p> <p>Training must include bystander intervention.</p>	<p>Provides funding to help support educational training for students & staff through online modules and in person sessions.</p> <p>Purchased curriculum and training for staff and students in the “Bringing in the Bystander” in-person intervention program.</p>

**BOARD OF REGENTS FOR HIGHER EDUCATION
RESOLUTION**

concerning

**SEARCH PROCESS PROCEDURES TO BE UTILIZED
for the
COMMUNITY COLLEGE REGIONAL PRESIDENTS AND
CHIEF EXECUTIVE OFFICER POSITIONS**

September 20, 2018

WHEREAS, In 2015, via BR # 15-08, the Board of Regents for Higher Education (BOR) amended the policy governing the selection and appointment of university and college presidents, [4.2 University and College Presidential Search Policy](#); and

WHEREAS, On June 21, 2018, via Board Resolution # 18-089, the BOR endorsed a Revised Students First Plan calling for CSCU to, in part:

“...implement a regional structure, while maintaining the 12 accreditations of the colleges until fall 2023, our target date for transition to a singly accredited college. Three Regional Presidents will be hired in spring 2019, while maintaining the 12 college-based chief executive, chief financial and chief academic officers per NEASC standards.”

WHEREAS, To provide clarity regarding the search process that will be utilized during the above-referenced interim period for the three Community College Regional Presidents as well as the Chief Executive Officer positions, and

WHEREAS, In recognition thereof and responsive to input received from the Board’s Human Resources & Administration Committee, the attached search process outlines for the Community College Regional Presidents and Chief Executive Officer positions have been developed. NOW, THEREFORE, BE IT

RESOLVED, That the Board of Regents for Higher Education hereby approves the attached search process outlines for the Community College Regional Presidents and Chief Executive Officer positions effective immediately and until such time as a Community College President is appointed and installed pursuant to Board Policy #15-08. (A target date for transition to a singly accredited college is Fall 2023.)

A True Copy:

Erin A. Fitzgerald, Secretary
Board of Regents for Higher Education

ITEM

Search process procedures to be utilized for the Community College Regional Presidents and Chief Executive Officer positions.

BACKGROUND

In November 2013, the Board approved a policy governing the search process for the selection and appointment of university and college presidents. When developing the policy, the Board's intent was to create procedures providing for an open, competitive and inclusive search processes. In 2015, the Board approved a minor amendment allowing the Board Chair to select a member of the Board to serve as a committee chair. This item does not modify the existing policy, [4.2 University and College Presidential Search Policy](#), It is intended to set forth the process that will be utilized based on the Board's June 21, 2018, endorsement of a Revised Students First Plan, which called for CSCU to, in part:

“...implement a regional structure, while maintaining the 12 accreditations of the colleges until fall 2023, our target date for transition to a singly accredited college. Three Regional Presidents will be hired in spring 2019, while maintaining the 12 college-based chief executive, chief financial and chief academic officers per NEASC standards.”

The Human Resources & Administration Committee members have discussed the matter of the search process with President Ojakian and members of his staff and have provided feedback resulting in the attached proposed search procedures to be followed for the Community College Regional Presidents and Chief Executive Officers. These procedures will be followed beginning with the search for the three Regional Presidents (anticipated hiring Fall 2019) until the appointment of the Community College President (Fall 2023 target date for transition to a singly accredited college). In selecting the President for the singly accredited Community College of CT, the Board's existing Policy 4.2 will be in place. Following that appointment, selection of Regional Presidents and additional chief executive officer positions within the office of the President of the single community college will be the responsibility of the President with collaboration with the CSCU President and with Board input as the Community College President deems appropriate.

RECOMMENDATION

Adopt the attached resolution clarifying the search process procedures to be utilized for the Community College Regional Presidents and Chief Executive Officers beginning with the search for the three Regional Presidents (anticipated hiring Fall 2019) until the appointment of the Community College President (Fall 2023 target date for transition to a singly accredited college).

Regional President Search Process

Note: This process is modeled on the BOR Presidential Search Policy #15-08 with variation to accommodate regional nature of the search. This process would apply to the selection for Regional Presidents in advance of the 2023 appointment of a College President for the singly-accredited Community College of CT who would lead future searches.

The Regents Search Committee

The Chair of the BOR shall determine the size of the committee, appoint members of the Board to the committee, and either chair or appoint a member of the Board to serve as committee chair. The Regents Search Committee establishes criteria and processes for the selection of the President, conducts such other due diligence review as the committee deems appropriate, considers the recommendations of the CSCU President and the Regional Advisory Committee (RAC) and makes a recommendation to the Board of Regents for the appointment of Regional President.

Regional Advisory Committee Membership

The Regional Advisory Committee (RAC) assists the search process by providing input into the criteria for the selection of the Regional President, reviews the resumes of applicants and recommends possible candidates to the BOR Search Committee for consideration, participates in the interview process for the semi-finalists and finalists, and makes recommendations to the Regents' Search Committee for nominees to be considered for the appointment. The chair (or co-chairs) of the Committee shall be elected by its members.

Membership includes:

- 3-5 Faculty representatives from the colleges (1 from each)
- 3-5 Professional staff representatives from the colleges (1 from each)
- 3-5 Support staff representatives from the colleges (1 from each)
- 3-5 Foundation representatives from the colleges (1 from each)
- 1 SAC representative
- 1 College Foundation chairperson

Capitol-East Region: 22 members
North-West Region: 18 members
Shoreline-West Region: 14 members

Administration of the Search

1. The Regents' Search Committee shall establish and provide guidelines for the search. The search shall proceed according to the Affirmative Action Policy of the Board of Regents and the campuses that comprise the Region.
2. The BOR Chair shall be responsible for the administration of the search, including the keeping of official records of the Regents' Search Committee. The CSCU President shall have the opportunity to meet with the finalists and have the sole and exclusive responsibility for contacting candidates recommended by the search committee who are under consideration.
3. Members of the Regents' Search Committee and the Regional Advisory Committee shall have access to the resumes and such other information as is available for those candidates determined to be under serious consideration for appointment.
4. The finalists shall visit the region and meet with Regional Advisory Committee members, administrators, students, faculty, staff and community leaders/other stakeholders through open forums. The Regents' Search Committee shall seek comments following the regional forum from the Regional Advisory Committee Chairperson.
5. Complete confidentiality of all proceedings shall be maintained throughout the search. The names of all candidates under consideration and any other information and/or material related to the search process shall be held in strict confidence by all persons having access to such information. Breach of confidentiality can result in grave injustice to the candidates and serious harm to the reputation of the Board of Regents, CSCU, and the campuses.

Campus CEO Search Process

Note: This process is modeled on the BOR Presidential Search Policy #15-08 with slight variation to accommodate the local nature of the search. This process would apply to selection for Campus CEOs in advance of the 2023 appointment of a College President for the singly-accredited Community College of CT who would lead future searches. The initial selection of Campus CEOs would also include Board of Regents representative(s) with appointment to the CEO position made by the full Board.

The CSCU Search Committee

The CSCU President shall determine the size of the committee, appoint members to the committee including the respective Regional President as well as representatives from the system office and Board of Regents, and either chair or appoint a member to serve as committee chair. The CSCU Search Committee establishes criteria and processes for the selection of the Campus CEO, conducts such other due diligence review as the committee deems appropriate, considers the recommendations of the respective Regional President and Campus Advisory Committee and makes recommendation to the Board of Regents for the appointment of Campus CEO.

Campus Advisory Committee Membership

The Campus Advisory Committee assists the search process by providing input into the criteria for the selection of the Campus CEO, reviews the resumes of applicants and recommends possible candidates to the CSCU Search Committee for consideration, participates in the interview process for the semi-finalists and finalists, and makes recommendations to the CSCU Search Committee for nominees to be considered for the appointment. The chair (or co-chairs) of the Committee shall be elected by its members.

Membership includes:

- Faculty representatives from the campus
- Professional staff representatives from the campus
- Support staff representatives from the campus
- Student representatives from the campus
- Foundation representatives from the campus
- Alumni/community representatives

Administration of the Search

1. The CSCU Search Committee shall establish and provide guidelines for the search. The search shall proceed according to the Affirmative Action Policy of the Board of Regents and the campuses.
2. The CSCU President shall be responsible for the administration of the search, including the keeping of official records of the CSCU Search Committee. The CSCU President shall have the opportunity to meet with the finalists and have the sole and exclusive responsibility for contacting candidates recommended by the search committee who are under consideration.
3. Members of the CSCU Search Committee and the Campus Advisory Committee shall have access to the resumes and such other information as is available for those candidates determined to be under serious consideration for appointment.
4. The finalists shall visit the campus and meet with administrators, students, faculty, staff and community leaders and other stakeholders. The CSCU Search Committee shall seek comments following the campus visit from the Campus Advisory Committee Chairperson.
5. Complete confidentiality of all proceedings shall be maintained throughout the search. The names of all candidates under consideration and any other information and/or material related to the search process shall be held in strict confidence by all persons having access to such information. Breach of confidentiality can result in grave injustice to the candidates and serious harm to the reputation of the Board of Regents, CSCU, and the campuses.

4.2 University and College Presidential Search Policy BR# 15-08 01-15-2015

SECTION 1 - APPOINTING AUTHORITY

Connecticut General Statutes Section 10a-6 authorizes the Board of Regents to appoint a president of all universities and colleges under its jurisdiction. Upon a recommendation from the Regents' Search Committee, the Board of Regents shall decide by majority vote whether to offer the position to the candidate recommended.

SECTION 2 - PURPOSE OF THE COMMITTEES

A. Regents' Search Committee

The Regents' Search Committee establishes criteria and processes for the selection of the President, conducts such other due diligence review as the committee deems appropriate, considers the recommendations of the President of the BOR President and of the University/College Advisory Committee and makes a recommendation to the Board of Regents for the appointment of campus president.

B. University/College Advisory Committee

The University/College Advisory Committee assists the search process by providing input into the criteria for the selection of a new president, reviews the resumes of applicants and recommends possible candidates to the BOR Search Committee for consideration, participates in the interview process for the semi-finalists and finalists, and makes recommendations to the Regents' Search Committee for nominees to be considered for appointment.

SECTION 3 – MEMBERSHIP OF THE COMMITTEES

A. University/College Advisory Committee

The Chair of the Board of Regents shall determine the constituencies to be represented and the number of each who will serve on the University/College Advisory Committee. Consideration shall be give the following groups: faculty (teaching, non-teaching, and administrative), professional employees (including administrators), support staff (classified and unclassified); representatives of employees' unions; designees of the Faculty Advisory Committee and the Student Advisory Committee; alumni, and the Campus Foundation. The Chair may prescribe the manner in which such appointees are selected. The chair of the committee shall be selected by its members.

B. Regents' Search Committee

The Chair of the Board of Regents shall determine the size of the committee, appoint members of the Board to the committee, and either chair the committee or appoint a member of the Board to serve as committee chair. The committee should be representative of the standing committees of the Board and include at least one student Regent, provided, however, that such student shall not be enrolled in the university or college which is the subject of the search.

SECTION 4 – ADMINISTRATION OF THE SEARCH

- A. The Regents' Search Committee shall establish and provide guidelines for the search. The search shall proceed according to the Affirmative Action Policy of the Board of Regents and the affected university or college.
- B. The President of the Board of Regents shall be responsible for the administration of the search, including the keeping of the official records of the Regents' Search Committee. At the direction of the Regents' Search Committee, the President of the Board may engage and supervise the services of a search firm. The President of the Board shall have, in conjunction with the search firm, the sole and exclusive responsibility for contacting candidates recommended by the search committee who are under consideration.
- C. Members of the Regents' Search Committee and the University/College Advisory Committee shall have access to the resumes and such other information as is available for those candidates determined to be under serious consideration for appointment.
- D. The finalists shall visit the university or college and meet with administrators, students, faculty, and community leaders. The Presidents of the Connecticut State Colleges and University institutions shall also have an opportunity to meet the finalists during the campus visits. The BOR Search Committee shall seek comments following the campus visits.
- E. Complete confidentiality of all proceedings shall be maintained throughout the search. The names of all candidates under consideration and any other information and/or material related to the search process shall be held in strict confidence by all persons having access to such information. Breach of confidentiality can result in grave injustice to the candidates and serious harm to the reputation of the Board of Regents along with its universities and colleges.

11/21/13; amended 1/15/15