

BOARD OF REGENTS FOR HIGHER EDUCATION

AGENDA – REGULAR MEETING

10:00 a.m., Thursday, September 19, 2013

Regents Boardroom, 61 Woodland Street, Hartford, CT

1. Call to Order
2. Roll Call and Declaration of Quorum
3. Remarks - Board of Regents Acting Chair, Yvette Meléndez
4. Remarks - Board of Regents President, Dr. Gregory W. Gray
5. Approval of Previous Meeting Minutes
 - a) [June 20, 2013 Regular Meeting](#)
 - b) [July 18, 2013 Special Meeting](#)
 - c) [August 29, 2013 Special Meeting](#)
6. **Consent Agenda**
 - a) **Academic Program Approvals**
 - a. Terminations
 - i. International Business (BS) – Central Connecticut State University 1
 - b. Licensure
 - i. Cyber Security (BS) – Charter Oak State College 2
 - c. Licensure and Accreditation
 - i. Network Administrator (Undergraduate Certificate, C2) – Gateway Community College 7
 - ii. Corporate Media Production (Undergraduate Certificate, C3) – Middlesex Community College 11
 - iii. News and Sports Production (Undergraduate Certificate, C3) – Middlesex Community College 17
 - d. Program Modifications
 - i. Dental Assisting (Undergraduate Certificate, C2) – Tunxis Community College 23
 - ii. Gerontology (Undergraduate Certificate, C2) – Capital Community College 25
 - iii. Health Office Info. Specialist (Undergraduate Certificate, C2) – Norwalk CC 27
 - iv. Environmental Science (AS) – Middlesex Community College 28
 - v. Industrial Technology (BS) – Central Connecticut State University
 - a. Digital Printing and Graphics Technology 31
 - b. Networking Information Technology 34
 - vi. Physical Education (BS) – Central Connecticut State University
 - a. Exercise Science 37
 - b) **Extension of Institutional Accreditation**
 - a) Northwestern Connecticut Community College 40
 - c) **Institutional Accreditations**
 - a) Housatonic Community College 41
 - b) Manchester Community College 43
 - c) Naugatuck Valley Community College 45
 - d) Three Rivers Community College 47

7. **On behalf of Dr. Jewel Mullen**, Commissioner, CT Department of Public Health and Ex-Officio Regent: Barbara Metcalf Walsh, Program Supervisor, Tobacco Use Prevention and Control Program, CT Department of Public Health re National Smoke Free Campus
8. **Academic & Student Affairs Committee – Dr. Merle Harris, Committee Chair**
9. **Administration Committee, Naomi Cohen, Committee Chair**
 - a) Ethics Statement 49
 - b) Policy regarding Nepotism in Employment 57
10. **Finance Committee –Gary Holloway, Committee Chair**
 - a) Authorization to Sign Documents for the Board of Regents for Higher Education, the Connecticut Community Colleges, Charter Oak State College, and the Connecticut State Universities 60
 - b) Pilot Partnership Agreement between the Connecticut State Universities and United Technologies Corporation 63
 - c) Informational update re SCSU Buley Library floors 2, 3 & 4 additional work schedule
11. **Audit Committee – Craig Lappen, Committee Chair**
12. **Special Committees**
 - a) **Strategic Planning - Rene Lerer, Committee Chair**
 - a) **Information Technology – Nicholas Donofrio, Committee Chair**
13. **Executive Session**
14. **Executive Committee – Yvette Meléndez, Committee Chair**
15. **Adjourn**

Opportunity to Address the Board
Students followed by
Faculty & Staff

ITEM

Termination of a program in International Business leading to a Bachelor of Science (B.S.) degree at Central Connecticut State University

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve at the request of the institution to terminate a program in International Business leading to a Bachelor of Science (B.S.) degree at Central Connecticut State University

BACKGROUND

Central Connecticut State University has requested to terminate a program in International Business leading to Bachelor of Science (B.S.) degree. Termination of an academic program must receive approval from the Board of Regents, following the policy for academic program approval adopted in January 2012.

RATIONALE

CCSU's Management & Organization Department voted to delete this program in 2009. Going through the curriculum process and faculty senate, the department elected to change the undergraduate program to a concentration that students could take as part of their B.S. Management major. Because no students are currently enrolled in this program, it can be terminated immediately.

RESOURCES

No resources are required to make this change.

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Licensure of a program in Cyber Security leading to the Bachelor of Science (B.S.) degree at Charter Oak State College to be offered online

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education license a program in Cyber Security leading to the Bachelor of Science (B.S.) degree at Charter Oak State College to be offered online for a period of three years until September 30, 2016

BACKGROUND

Charter Oak State College has applied for licensure of a program in Cyber Security leading to the Bachelor of Science (B.S.) degree. The College currently offers program in Computer Security leading to an undergraduate certificate, was recently approved to offer a BS in Health Information Management and a Liberal Arts and Sciences bachelor's degree with concentrations in Computer Science Studies and Information Systems Studies. The program would be offered entirely online and would be the only bachelor's program of its kind in the state.

Degree and certificate programs offered by public institutions in Connecticut must receive approval to operate through licensure by the Board of Regents and must receive accreditation from the Board of Regents to confer degrees (CGS 10a-35a). Undergraduate options of greater than 15 credits require licensure as new programs, pursuant to the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning (10a-34-2(j)).

Staff review of the proposal has determined that the program is consistent with the standards for planning and quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

PLANNING ASSESSMENT

Conformance with institutional mission

The program is consistent with the College's mission and fits within the scope of the College's other offerings in computer science and information technology fields.

Need

The Connecticut Department of Labor projects 110 annual openings due to growth or net replacements in the Information Security Analysts, Web Developers, and Computer Network Architects occupations (SOC 15.1179). This represents a growth rate of over 16% a year, prompting CT DOL to call out this occupation as "in demand."

Unnecessary duplication of programs

Only two other undergraduate programs in the state are offered in this field in the state. Charter Oak State College has an undergraduate certificate program in computer security, and Norwalk Community College offers an A.S. in Computer Security

Completions in 11.1003 Computer and Information Systems Security/Information Assurance.

Institution	Award	2007-08	2008-09	2009-10	2010-11	2011-12
Charter Oak State College	C2			7	12	8
Norwalk Community Coll.	AS					3
Total		0	0	7	12	11

C2= certificate of 15-29 credits. CIP codes are those assigned to the program in 2011-12, where CIP codes changed over time, these have been assigned to the 2011-12 assigned CIP.

Source: BOT Completions Database for IPEDS reporting

Western Connecticut State University also offers a 15-credit concentration in Information Security in its BS in Management Information Systems

Cost effectiveness

The estimated enrollment per year is 25 students in the first year, increasing to 40 students in the second year and 56 in the third. Revenues from these students are projected at \$119,146 in the first, \$199,680 in the second, and \$292,137 in the third. Costs are projected as \$145,949 in the first year, increasing to \$173,319 in the second, and \$202,425 in the third. Cost projections include estimates of indirect costs. The program will be cost effective, assuming enrollment projections are met.

Availability of adequate resources

Adequate resources are available to cover the costs of the program. Charter Oak State College will be contracting with a vendor for the curriculum, and an adjunct faculty model will be used to deliver these courses. The budget makes appropriate estimates for indirect costs. The program will cover all of the indirect and direct costs starting in the second year.

QUALITY ASSESSMENT DESCRIPTION

Purpose and Objectives

The program is designed to prepare students for careers in the growing field of information security. Graduates will find positions as security analysts than examine and defend against cyber attacks, hackers, and other risks to prevent theft or loss of critical information.

Learning outcomes

Graduates of the program will be able to:

1. Examine the landscape, key terms, and concepts that a security professional related to the many layers of Information Systems Security
2. Explore fields in digital forensics and cyber policy analysis.
3. Create policies and standard operating procedures for organizations that are ethically, morally and legally sound while recognizing ethical dilemmas and social responsibilities.
4. Identify and critically assess issues and concepts related to the protection of information and information systems.
5. Use risk management principles to assess threats, vulnerabilities, countermeasures and impact contributions at risk in information systems.
6. Illustrate and explain fundamental architectures of networks and the Internet, as well as their underlying protocols.

Admission

Admission to the program requires only admission to the college. Charter Oak State College requires that entrants have at least nine college-level credits to transfer into the institution.

Enrollment Projections

The estimated is 25 students in the first year, increasing to 40 students in the second year and 56 in the third.

Projected enrollments

	First Term Yr 1		First Term Yr 2		First Term Yr 3	
	FT	PT	FT	PT	FT	PT
Internal Transfers						
New Students		25		26		28
Continuing				14		28
Total Headcount		25		40		56
Total Estimated FTE per Year						

Curriculum

The curriculum and course material has been peer-reviewed by a Charter Oak State College faculty member and Subject Matter Expert. The courses will be taught by subject area experts and will be reformatted to fit our existing BlackBoard template and online course requirements. Even though the courses have gone through an initial review, they will be subject to our standard review process once they are in the development and instructional phases. Required courses consist of 45 credits, including the capstone.

Course Requirements

Course Number and Name	Credits
Foundational Program Core Courses	18
ITE XXX-Intro to Computer Science	3
ITE XXX-Intro to Computer Networking	3
ITE 1XX - Introduction to Systems Security	3
ITE1XX - Legal Issues in Information Security	3
ITE 2XX - Security Policies & Implementation Issues	3
ITE 2XX - Managing Risk in Information Systems	3
Technical Program Courses	24
ITE 3XX - Auditing IT Infrastructure for Compliance	3
ITE 3XX - Access Controls, Authentication and PKI	3
ITE 3XX - Security Strategies in Windows OS/Applications	3
ITE 3XX - Security Strategies in Linux OS/Applications	3
ITE 4XX - Fundamentals of Network Security	3
ITE 4XX - Hacker Techniques, Tools, and Incident Handling	3
ITE 4XX - Security Strategies for Web Apps and Social Networking	3
ITE 4XX - System Forensics, Investigations and Response	3
Capstone	3
General Education	40
Electives	35
Total	120

Resource Support

Special resources are not needed to deliver this program.

Faculty

Faculty Name and Title	Institution of Highest Degree	Area of Specialization/Pertin ent Experience	Other Administrati ve or Teaching Responsibiliti es
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Mr. Frank Monaco	Troy State University, M.S. Computer Networking	Computer Science	None
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Georgia Institute of Technology, M.S. Cyber Security

Dr. Chris Rose	PH.D. in IT Management, MS in MIS and Ph.D. in International Management from Nova Southeastern University	Computer and internet security	None
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ITEM

Licensure and accreditation of a Network Administrator program leading to an undergraduate certificate (22 credits) at Gateway Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education license and accredit a Network Administrator program leading to an undergraduate certificate at Gateway Community College for a period of time to coincide with institutional accreditation

BACKGROUND

Gateway Community College has applied for simultaneous licensure and accreditation of a Network Administrator program leading to an undergraduate certificate (22 credits). The College currently offers an Associate of Science Degree in Computer Science, plus an option for a specialization in networking. Additionally, the College offers three related certificate programs in Computer Science, Computer Science Networking, Computer Servicing, and Web Design. Gateway has entered into a partnership with the Knights of Columbus Insurance division corporate headquarters in New Haven that employs over 1,500 workers. This organization has expressed a high demand for skilled professionals in networking and networking management..

Degree and certificate programs offered by public institutions in Connecticut must receive approval to operate through licensure by the Board of Regents and must receive accreditation from the Board of Regents to confer degrees (CGS 10a-35a). Undergraduate options of greater than 15 credits require licensure as new programs, pursuant to the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning (10a-34-2(j)).

Staff review of the proposal has determined that the program is consistent with the standards for planning and quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

PLANNING ASSESSMENT

Conformance with institutional mission

The program is consistent with the College's mission and fits within the scope of the College's other offerings in computer science and information technology fields.

Need

The Connecticut Department of Labor projects 134 annual openings due to growth or net replacements in the Network and Computer Systems Administrators occupations (SOC 15.1017). This represents a growth rate of over 20% a year, making the occupation one of the designated "hot jobs" in the state. While education requirements are estimated at the bachelor's level, a number of non-credit and undergraduate certificate programs are approved for support under the Workforce Investment Act to prepare workers for these occupations.

Unnecessary duplication of programs

Several other certificate and a few degree programs in networking fields exist in the state, but none in the New Haven area. Current award completions do not meet projected occupational demand.

Completions in 11.0901 Computer Systems Networking and Telecommunications.

Institution	Program	Award	2007-08	2008-09	2009-10	2010-11	2011-12
Tunxis	Network Administration	C2	4	6	1	1	5
Quinebaug V.	Senior Network Specialist	C3	5	0	0	0	0
Norwalk	Networking	C2	7	2	1	2	6
Three Rivers	Networking Technology	C2	0	0	0	3	2
Middlesex	Communications Networking	C2	0	6	0	1	1
Naugatuck V.	Microcomputer Networking Specialist	C2	3	1	10	9	11
Quinebaug V.	Computer Networking	AS	7	6	4	6	8
Rensselaer at Hartford	Computer Networking Communications	PB	1	0	0	0	0
Total			27	21	16	22	33

C2= certificate of 15-29 credits, C3= certificate of 30 credits or more, PB=postbaccalaureate certificate. CIP codes are those assigned to the program in 2011-12, where CIP codes changed over time, these have been assigned to the 2011-12 assigned CIP.

Source: BOT Completions Database for IPEDS reporting

Cost effectiveness

The estimated enrollment per year is 25 students in the first year, increasing to 54 students in the second year and 54 in the third. Revenues from these students are projected at \$56,310 in the first, \$165,176 in the second, and \$202,716 in the third. Costs for equipment range from \$10,000 to \$17,441 per year. Faculty costs were budgeted as "re-allocated." The scope of current and future faculty assignments would add an additional estimated \$150,000 per year, not including benefits.

Availability of adequate resources

No additional full-time staff will be needed. Teaching responsibilities for courses unique to the Network Administrator Certificate will be shared mainly by Professor Wilfredo Rosado, partially by Professor Stacy Walker, and part-time instructors with highly relevant skills, experience and

abilities. The majority of equipment necessary for the certificate is already available at the college. There will be a need for replacement of expendable.

QUALITY ASSESSMENT DESCRIPTION

Purpose and Objectives

The Network Administration certificate program will prepare individuals to begin a career in the field of network administration and related network service areas. Certificate holders will also be able to enroll in higher level networking programs to secure additional skills to advance in their careers.

Learning outcomes

Graduates of the program will be able to:

- Understand and perform the installation and setup of network equipment to include server/client computers, routers, switches, patch panels, printers, and wiring.
- Demonstrate competency in the configuration of hardware and computer operating system software.
- Demonstrate competency in setting up user and group accounts in a domain network.
- Demonstrate the ability to perform maintenance on network equipment.
- Distinguish and apply the technologies used in local and wide area networks.
- Demonstrate the ability to perform maintenance on the server operating system software.
- Demonstrate the capability of creating a computer domain network versus a peer-to-peer network.
- Establish the setup and monitoring of all-encompassing network security.

Admission

Admission to the program requires only admission to the college. English 101 is a prerequisite for some upper-level courses.

Enrollment Projections

The estimated is 25 students (10 FT and 15 PT) in the first year, 54 students (25 FT and 29 PT) in the second, and 64 students (29 FT and 35 PT) in the third.

Projected enrollments

	First Term Yr 1		First Term Yr 2		First Term Yr 3	
	FT	PT	FT	PT	FT	PT
Internal Transfers	5	5	5	5	5	5
New Students	5	10	10	12	12	15
Continuing			10	12	12	15
Total Headcount	10	15	25	29	29	35
Total Estimated FTE per Year	15		34.7		40.7	

Administration

The program coordinator will be Professor Allyson Kinney, Professor, holds a Master's degree in Computer Information Systems from the University of New Haven

Curriculum*Course Requirements*

Course Number and Name	Credits
Program Core Courses	22
CSC 101 Introduction to Computers	3
CST 127 Server Operating System	4
CST 133 Networking Fundamentals I	4
CST 149 Computer Network Hardware	4
CST 188 Networking Fundamentals II	4
CST 273 Security Management Practices	3
Other Related/Special Requirements (Prerequisite)	3
ENG 101 English Composition	3

Resource Support

Only minor equipment acquisitions will be needed to run this program.

Faculty

Teaching responsibilities for courses unique to the Network Administrator Certificate will be shared by Professor Wilfredo Rosado, Stacy Walker, and Allyson Kinney all with highly relevant skills, experience and abilities. The full-time faculty members involved with this proposed program are:

- Primary Instructor: Wilfredo Rosado (the author of this proposal) holds a Bachelor's degree in Electrical Engineering at Fairfield University and a Master's degree in Information Technology at Sacred Heart University. Wilfredo has taught for 8 years as an adjunct and 3 years full time in the Computer Science department. He has also worked in the field of networking for over 20 years.
- Secondary Instructor: Stacy Walker, Instructor, holds a Master's degree in Computer Information Systems at Quinnipiac University and Master's degree in Project Management at Colorado Technical University.

Equipment/Software

The majority of equipment necessary for the certificate is already available at the college. There will be the need for replacement of expendable supplies such as: cabling, connection hardware, wire rack, wall plates, RJ-45 network cable plugs and jacks, J-hooks, Velcro wraps, 2 and 4 inch sleeves, tools (crimping and cable tester) as well as continuing to maintain current versions of related software programs.

ITEM

Licensure and accreditation of a program in Corporate Media Production leading to an undergraduate certificate (31 credits) at Middlesex Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education license and accredit a program in Corporate Media Production leading to an undergraduate certificate at Middlesex Community College for a period of time to coincide with institutional accreditation

BACKGROUND

Middlesex Community College has applied for simultaneous licensure and accreditation of a program in Corporate Media Production leading to an undergraduate certificate. The College currently offers associate degree programs in Broadcast Cinema, Communication, and Multimedia and certificate programs in Advertising/Sales Promotion, Broadcast Communications, Multimedia, and Multimedia Web Design & Development. The college has also applied for licensure and accreditation of an undergraduate certificate program in News and Sports Media.

These proposed programs have been developed as part of a series of certificate programs supported by the Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program through the U.S. Department of Labor. Middlesex received a \$2.5 million TAACCCT award to support development of New Media Studies. The grant is intended to rebuild the instructional facilities, update the curriculum, and provide enhanced recruiting and placement services. None of the grant funds were allocated for new faculty.

Degree and certificate programs offered by public institutions in Connecticut must receive approval to operate through licensure by the Board of Regents and must receive accreditation from the Board of Regents to confer formal awards (CGS 10a-35a).

Staff review of the proposal has determined that the program is consistent with the standards for planning and quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

06/12/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

PLANNING ASSESSMENTConformance with institutional mission

The program is consistent with the College's mission and fits within the scope of the College's other offerings in computer science and information technology fields.

Need

The Connecticut Department of Labor estimates Connecticut through 2020 will add 42 positions annually in media production due to growth and net replacement and 132 annually in the broader occupational group of arts, design, entertainment, sports and media. For occupations in this group, the average of annual earnings was \$55,088 in 2012. High growth occupations (i.e. over 15%) in this area include graphic designers, producers/directors, audio/video technicians, broadcast and film sound technicians, camera operators and video editors.

Unnecessary duplication of programs

Several other certificate and a few degree programs in networking fields exist in the state, but completions in these programs have been anemic and do not meet projected demand for new openings.

Completions in CIP family 10: Communications Technologies/Technicians and Support Services, plus Completions in CIP 09.0701 Radio and Television.

Program	Award	Institution	2007-08	2008-09	2009-10	2010-11	2011-12
Broadcast Communications	C2	Middlesex	0	0	0	0	0
Electronic Publishing	C2	Manchester	0	0	0	1	0
Film & TV Production	C2	Norwalk					0
Media Technology	C2	Manchester	0	2	1	1	2
Public Relations	C2	Manchester	1	0	0	1	0
Radio Broadcasting	C2	Asnuntuck	0	0	0	1	0
Technical Communications	C2	Naugatuck Valley	1	1	1	0	1
Subtotal			2	3	2	3	1
Animation and Video Arts	AS	Northwestern CT	8	0	0	2	2
Broadcast-Cinema	AS	Middlesex	5	14	6	7	5
Broadcasting	AS	Lincoln College of NE	3	1	0	0	0
Communication	AS	Lincoln College of NE	2	4	0	3	1
Communication*	AS	Asnuntuck	3	8	5	6	3
Communication**	AS	Manchester	14	15	12	12	16
New Media Production	AS	Tunxis					0
Photography	AS	Paier College of Art	0	3	5	1	3
Subtotal			35	45	28	31	30
Grand Total			37	48	30	34	31

Cost effectiveness

The cost effectiveness of the program will depend upon the program meeting projected enrollments. The College projects 15 students in spring 2014, 23 students in fall 2014, and 31 students in fall 2015. Revenues are anticipated to increase from \$24,183 in spring 2014 to \$77,906 in 2014-15 to \$109,506 in 2015-16, although revenues do not account for mandatory tuition set-aside or other institutional discounts. Expenses are estimated at \$5,050 for spring 2014, \$20,702 for 2014-15, and \$23,291 for 2014-15. Indirect expenses are estimated at less than 20% of total costs.

Availability of adequate resources

The resources required for this program will include allocation from the \$2.5 million TAACCCT grant received by Middlesex Community College in 2012 and existing resources. TAACCCT will fund facility renovations, equipment, supplies, etc. Existing full-time faculty will teach courses, and additional lecturers will come from grant funding.

**QUALITY ASSESSMENT
DESCRIPTION**Purpose and Objectives

The Corporate Media Production certificate program prepares students for entry-level media production positions in business, industry and education. Emphasis is on hands-on production skills. Corporate media professionals tend to be generalists therefore this program provides students with a variety of production experiences including writing scripts, camera operation, video editing, web production and video streaming as they apply to business. An internal practicum in the college's nationally recognized Corporate Media Center or an external internship at a company or non-profit organization is required.

The specific program objectives include:

- Provide students with a knowledge and experience with technology used in corporate media production, business and new media such as cameras, video editing workstations, microphones, video recorders and web based applications.
- Provide students with critical thinking skills so that style can be applied to their productions.
- Familiarize students with media content produced for business including sales, marketing and employee videos, educational television, event production, public relations and advertising.
- Prepare students for entry-level positions with course work, a developed resume, portfolio and internship experience.
- Develop students' ability to apply written, oral, and visual communications to business environments.
- Develop students' ability to learn new concepts and techniques as required for continuing professional development.

The target audience for this program includes both full and part time students with an interest in pursuing a career in corporate media production.

As a certificate under the existing Broadcast-Cinema program there are articulation agreements already in place or being developed. Students can take this course concurrently while enrolled in the Broadcast-Cinema Associate of Science Degree program. The Broadcast-Cinema program coordinator must approve each student's program of study.

Admission

Admission to the program requires only admission to the college.

Enrollment Projections*Projected enrollments*

	First Term Yr 1		First Term Yr 2		First Term Yr 3	
	FT	PT	FT	PT	FT	PT
Internal Transfers	3	3	3	3	3	3
New Students	3	6	3	6	3	6
Continuing			4	4	8	8
Total Headcount	6	9	10	13	14	17
Total Estimated FTE per Year	12.75		19.75		26.75	

Administration

The program will be coordinated by Prof. Richard Lenoce, who holds a B.S. in Television-Radio Communications from Ithaca College and a M.S. in Instructional Technology from Southern Connecticut State University. He has been Program Coordinator of Broadcast-Cinema (formerly Broadcast Communications) for 20 years and prior to that was media producer for Aetna Life and Casualty for 10 years. He has also worked as a freelance camera operator and broadcast engineer in the broadcast field. Professor Lenoce is currently on temporary leave from the Broadcast-Cinema program to manage the TAACCCT New Media Studies Grant.

Curriculum

The program requires 25 credits of program core courses, a 3-credit capstone course and a 3-credit internship.

Course Requirements

Course Number and Title	Credits
Program Core Courses	22
COM 125 New Media Production	3
COM 142 Television Production	4
COM 200 Scriptwriting	3
COM 264 Advanced Editing Workshop	3
BBG 101 Intro to Business	3
BMK 106 Principles of Selling OR	3
BMK 201 Principles of Marketing	
DGA 182 Digital Video Technology OR	3
COM 147 Digital Cinematography	
Other Related/Special Requirements	6
COM 287 Advanced Media Production OR	3
COM 299 Media Arts Workshop	
COM*293 Corporate Media Practicum	3
Core Course Prerequisites	3
ENG*101 Composition	3
Total	31

Resource Support

Faculty

Three full-time faculty members teach in the Broadcast-Cinema program that will house this certificate program.

- Prof. Richard Lenoce (Broadcast-Cinema)
- Prof. John Shafer (Broadcast-Cinema , Communications and Multimedia)
- Prof. Rick Eriksen (Broadcast-Cinema , Communications and Multimedia).

Dan Nocera, Director of Middlesex Community College Corporate Media Services, teaches courses in TV production, video editing and oversees the Corporate Media practicum. Just under a third of the courses in the program are taught by adjunct instructors all having significant experience working in broadcast, film and media production. Adjuncts either have a Master's or Bachelor's degree in the discipline. Working professionals who bring their field experience to the coursework to create a richer learning environment for students are preferred.

Other Resources

Operation of the program will require:

- TV Production Studio
- Audio and Radio Studio
- Two Production Classrooms (Computer)
- Media Lab
- Field Production Equipment
- Editing Work Stations
- Video Production software

These resources already exist or are supported by the TAACCCT grant.

PRO FORMA BUDGET – MIDDLESEX CC CERTIFICATE IN CORPORATE MEDIA PRODUCTION

PROJECTED Enrollment	Year 1 (Spring 2014 only)		Year 2 (2014-15)		Year 3 (2015-16)	
	Full Time	Part Time (9 cr.)	Full Time	Part Time (9 cr.)	Full Time	Part Time (9 cr.)
Internal Transfers <i>(from other programs)</i>	3	3	3	3	3	3
New Students <i>(first time matriculating)</i>	3	6	3	6	3	6
Continuing <i>(students progressing to credential)</i>	0	0	4	4	8	8
Headcount Enrollment	6	9	10	13	14	17
Total Estimated FTE per Year	12.75		19.75		26.75	

PROJECTED Program Revenue	Year 1 (Spring 2014 only)		Year 2 (2014-15)		Year 3 (2015-16)	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Tuition & fees*	\$11,358	\$12,825	\$39,374	\$38,532	\$56,845	\$52,661
Lab Fees	\$0	\$0	\$0	\$0	\$0	\$0
Other Rev. <i>(Annotate in text box below)</i>						
Total Annual Program Revenue	\$24,183		\$77,906		\$109,506	

*Tuition is calculated using 2013-14 rates as follows. Full time: in-state, \$1893/semester (\$82 Lab fee where applicable); Part time: in-state, 9 credits, \$1425/semester), with 4% escalator in years 2 and 3

PROJECTED Expenditures*	Year 1 (Grant Funded Personnel)		Year 2 (Grant Funded Personnel)		Year 3 (all College funded)	
	Number (as applicable)	Expenditure	Number	Expenditure	Number	Expenditure
Administration <i>(Chair or Coordinator)</i>	None†	\$0		\$0		\$0
Faculty <i>(Full-time, total for program)</i>	no additional	\$0		\$0		\$0
Faculty <i>(Part-time -total for program)** - extra course sections to meet certificate student demand; courses normally offered as part of Associate Degree program</i>	0 WLU	\$0	6 WLU	\$13,752	6 WLU	\$14,441
Support Staff	no additional	\$0		\$0		\$0
Library Resources Program		\$1,500		\$1,750		\$2,000
Equipment <i>(List as needed)</i>	no additional	\$0		\$0		\$0
Other (e.g. student services)	Consumable supplies	\$1,000		\$1,250		\$1,500
Estimated Indirect Cost <i>(e.g. student services, operations, maintenance)</i>	calculated at \$200 per FTE per year	\$2,550		\$3,950		\$5,350
Total ESTIMATED Expenditures		\$5,050		\$20,702		\$23,291

NET New Revenue

\$19,133

\$57,204

\$86,215

* Note: Capital outlay costs, institutional spending for research and service, etc. can be excluded. † Part of duties of the Program Coordinator who oversees the Associate Degree program

** average PTL rate per collective bargaining rates, plus 50% fringe

ITEM

Licensure and accreditation of a program in News and Sports Production leading to an undergraduate certificate (31 credits) at Middlesex Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education license and accredit a program in News and Sports Production leading to an undergraduate certificate at Middlesex Community College for a period of time to coincide with institutional accreditation

BACKGROUND

Middlesex Community College has applied for simultaneous licensure and accreditation of a program in News and Sports Production leading to an undergraduate certificate. The College currently offers associate degree programs in Broadcast Cinema, Communication, and Multimedia and certificate programs in Advertising/Sales Promotion, Broadcast Communications, Multimedia, and Multimedia Web Design & Development. The college has also applied for licensure and accreditation of an undergraduate certificate program in Corporate Media Production.

These proposed programs have been developed as part of a series of certificate programs supported by the Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program through the U.S. Department of Labor. Middlesex received a \$2.5 million TAACCCT award to support development of New Media Studies. The grant is intended to rebuild the instructional facilities, update the curriculum, and provide enhanced recruiting and placement services. None of the grant funds were allocated for new faculty.

Degree and certificate programs offered by public institutions in Connecticut must receive approval to operate through licensure by the Board of Regents and must receive accreditation from the Board of Regents to confer formal awards (CGS 10a-35a).

Staff review of the proposal has determined that the program is consistent with the standards for planning and quality set forth in the Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning.

06/12/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

PLANNING ASSESSMENT

Conformance with institutional mission

The program is consistent with the College's mission and fits within the scope of the College's other offerings in computer science and information technology fields.

Need

The Connecticut Department of Labor estimates Connecticut through 2020 will add 42 positions annually in media production due to growth and net replacement and 132 annually in the broader occupational group of arts, design, entertainment, sports and media. For occupations in this group, the average of annual earnings was \$55,088 in 2012. High growth occupations (i.e. over 15%) in this area include graphic designers, producers/directors, audio/video technicians, broadcast and film sound technicians, camera operators and video editors.

Major employers in news and sports production located in Connecticut include ESPN, WWE, NBC Sports, YES, Back9 Network, CPTV Sports and twelve "market 30" affiliate TV stations that produce news. Collectively these companies represent over 10,000 employees and confirm a growing demand for and shortage of workers with media production skills.

Unnecessary duplication of programs

Several other certificate and a few degree programs in networking fields exist in the state, but completions in these programs have been anemic and do not meet projected demand for new openings.

Completions in CIP family 10: Communications Technologies/Technicians and Support Services, plus Completions in CIP 09.0701 Radio and Television.

Program	Award	Institution	2007-08	2008-09	2009-10	2010-11	2011-12
Broadcast Communications	C2	Middlesex	0	0	0	0	0
Electronic Publishing	C2	Manchester	0	0	0	1	0
Film & TV Production	C2	Norwalk					0
Media Technology	C2	Manchester	0	2	1	1	2
Public Relations	C2	Manchester	1	0	0	1	0
Radio Broadcasting	C2	Asnuntuck	0	0	0	1	0
Technical Communications	C2	Naugatuck Valley	1	1	1	0	1
Subtotal			2	3	2	3	1
Animation and Video Arts	AS	Northwestern CT	8	0	0	2	2
Broadcast-Cinema	AS	Middlesex	5	14	6	7	5
Broadcasting	AS	Lincoln College of NE	3	1	0	0	0
Communication	AS	Lincoln College of NE	2	4	0	3	1
Communication*	AS	Asnuntuck	3	8	5	6	3
Communication**	AS	Manchester	14	15	12	12	16
New Media Production	AS	Tunxis					0
Photography	AS	Paier College of Art	0	3	5	1	3
Subtotal			35	45	28	31	30
Grand Total			37	48	30	34	31

* includes broadcasting option ** includes journalism option

C2= certificate of 15-29 credits,. CIP codes are those assigned to the program in 2011-12, where CIP codes changed over time, these have been assigned to the 2011-12 assigned CIP.

Source: BOR Completions Database for IPEDS reporting

Cost effectiveness

The cost effectiveness of the program will depend upon the program meeting projected enrollments. The College projects 15 students in spring 2014, 23 students in fall 2014, and 31 students in fall 2015. Revenues are anticipated to increase from \$24,183 in spring 2014 to \$77,906 in 2014-15 to \$109,506 in 2015-16, although revenues do not account for mandatory tuition set-aside or other institutional discounts. Expenses are estimated at \$5,050 for spring 2014, \$20,702 for 2014-15, and \$23,291 for 2014-15. Indirect expenses are estimated at less than 20% of total costs.

Availability of adequate resources

The resources required for this program will include allocation from the \$2.5 million TAACCCT grant received by Middlesex Community College in 2012 and existing resources. TAACCCT will fund facility renovations, equipment, supplies, etc. Existing full-time faculty will teach courses, and additional lecturers will come from grant funding.

**QUALITY ASSESSMENT
DESCRIPTION**Purpose and Objectives

The News and Sports Production certificate program prepares students for entry-level positions in television news and sports production. Emphasis is on hands-on production skills used at broadcast television stations, media production companies and new media organizations. Graduates are prepared for positions such as associate producer, assignment editor, teleprompter operator, floor/studio manager, news photographer, video editor, and new media producer.

The specific program objectives include:

- Provide students with a knowledge and experience with technology used in television news and sports production such as cameras, video editing workstations, microphones, video recorders and web based applications.
- Provide students with critical thinking skills so that style can be applied to their productions.
- Prepare students for entry-level positions with course work, a developed resume, portfolio and internship experience.
- Develop students' ability to apply written, oral, and visual communications in television news and sports production environments.
- Develop students' ability to learn new concepts and techniques as required for continuing professional development.

The target audience for this program includes both full and part time students with an interest in pursuing a career in news and sports production. This program is being developed as part of a series of TAACCCT certificate programs for the College's New Media Studies grant aimed at training TAA certified workers as well as returning veterans, the under-employed, unemployed and traditional and non-traditional students. As a certificate under the existing Broadcast-Cinema program there are articulation agreements already in place or being developed with four-year institutions. Students can take this course concurrently while enrolled in the Broadcast-Cinema Associate of Science Degree program. The Broadcast-Cinema program coordinator must approve each student's program of study.

As a certificate under the existing Broadcast-Cinema program there are articulation agreements already in place or being developed. Students can take this course concurrently while enrolled in the Broadcast-Cinema Associate of Science Degree program. The Broadcast-Cinema program coordinator must approve each student's program of study.

Admission

Admission to the program requires only admission to the college.

Enrollment Projections

Projected enrollments

	First Term Yr 1		First Term Yr 2		First Term Yr 3	
	FT	PT	FT	PT	FT	PT
Internal Transfers	3	3	3	3	3	3
New Students	3	6	3	6	3	6
Continuing			4	4	8	8
Total Headcount	6	9	10	13	14	17
Total Estimated FTE per Year	12.75		19.75		26.75	

Administration

The program will be coordinated by Prof. Richard Lenoce, who holds a B.S. in Television-Radio Communications from Ithaca College and a M.S. in Instructional Technology from Southern Connecticut State University. He has been Program Coordinator of Broadcast-Cinema (formerly Broadcast Communications) for 20 years and prior to that was media producer for Aetna Life and Casualty for 10 years. He has also worked as a freelance camera operator and broadcast engineer in the broadcast field. Professor Lenoce is currently on temporary leave from the Broadcast-Cinema program to manage the TAACCCT New Media Studies Grant.

Curriculum

The program requires 25 credits of program core courses, a 3-credit capstone course and a 3-credit internship.

Learning Outcomes

Graduates of the program will be able to:

1. Demonstrate competency in the production of various media used in broadcast television news and sports.
2. Demonstrate competency in developing and writing scripts and stories in preparation of media production.
3. Demonstrate competency in using the technology of media production including cameras, editing, lights, graphics and sound in news and sports production.
4. Demonstrate the ability to apply style to news and sports productions including the various aesthetic elements that compose a media production (photography, staging, sound, editing, etc.).
5. Demonstrate the ability to produce media quickly and efficiently, meeting deadlines and working with a production crew.
6. Demonstrate competency in solving problems "on the set" with technology and other unknown contingencies (actors, administration, etc.).

7. Demonstrate the ability to use the computer as a productivity tool.
8. Demonstrate ability to work effectively a professional environment with a diverse production crew

Course Requirements

Course Number and Title	Credits
Program Core Courses	22
COM 125 New Media Production	3
COM 142 Television Production	4
COM 147 Digital Cinematography	3
COM 179 Performance for Film & Television	3
COM 228 Broadcast Journalism Workshop	3
DGA 101 Introduction to Digital Arts OR	3
DGA 110 Introduction to Computer Graphics	
DGA 182 Digital Video Technology	3
Elective Courses in the Field	3
Elective from COM* or DGA* as selected with Advisor	3
Other Related/Special Requirements	3
COM 295/296 Internship	3
Core Course Prerequisites	3
ENG 101 Composition	3
Total	31

Resource Support

The resources required for this program will include allocation from the \$2.5 million TAACCCT grant received by Middlesex Community College in 2012 and existing resources. TAACCCT will fund facility renovations, equipment, supplies, etc. Faculty exists and additional lecturers will come from grant funding.

Faculty

There are three full-time faculty members in the Broadcast-Cinema program that houses this proposed certificate program. Prof. Richard Lenoce is full-time in the department and Prof. John Shafer and Prof. Rick Eriksen teach courses in Broadcast-Cinema as well as Communications and Multimedia. 30% of the courses in the program are taught by adjunct instructors all having significant experience working in broadcast, film and media production. Adjuncts either have a Master's or Bachelor's degree in the discipline. Working professionals who bring their field experience to the coursework to create a richer learning environment for students are preferred.

Other Resources

Operation of the program will require:

- TV Production Studio
- Audio and Radio Studio
- Two Production Classrooms (Computer)
- Media Lab
- Field Production Equipment
- Editing Work Stations
- Video Production software

These resources already exist or are supported by the TAACCCT grant.

PRO FORMA BUDGET – MXCC NEWS AND SPORTS PRODUCTION CERTIFICATE

PROJECTED Enrollment	Year 1 (Spring 2014 only)		Year 2 (2014-15)		Year 3 (2015-16)	
	Full Time	Part Time (9 cr.)	Full Time	Part Time (9 cr.)	Full Time	Part Time (9 cr.)
Internal Transfers <i>(from other programs)</i>	3	3	3	3	3	3
New Students <i>(first time matriculating)</i>	3	6	3	6	3	6
Continuing <i>(students progressing to credential)</i>	0	0	4	4	8	8
Headcount Enrollment	6	9	10	13	14	17
Total Estimated FTE per Year	12.75		19.75		26.75	

PROJECTED Program Revenue	Year 1 (Spring 2014 only)		Year 2 (2014-15)		Year 3 (2015-16)	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Tuition & fees*	\$11,358	\$12,825	\$39,374	\$38,532	\$56,845	\$52,661
Lab Fees	\$0	\$0	\$0	\$0	\$0	\$0
Other Rev. <i>(Annotate in text box below)</i>						
Total Annual Program Revenue	\$24,183		\$77,906		\$109,506	

*Tuition is calculated using 2013-14 rates as follows. Full time: in-state, \$1893/semester (\$82 Lab fee where applicable); Part time: in-state, 9 credits, \$1425/semester), with 4% escalator in years 2 and 3

PROJECTED Expenditures*	Year 1 (Grant Funded Personnel)		Year 2 (Grant Funded Personnel)		Year 3 (all College funded)	
	Number (as applicable)	Expenditure	Number	Expenditure	Number	Expenditure
Administration <i>(Chair or Coordinator)</i>	None †	\$0		\$0		\$0
Faculty <i>(Full-time, total for program)</i>	no additional	\$0		\$0		\$0
Faculty <i>(Part-time -total for program)** - extra course sections to meet certificate student demand; courses normally offered as part of Associate Degree program</i>	0 WLU	\$0	6 WLU	\$13,752	6 WLU	\$14,441
Support Staff	no additional	\$0		\$0		\$0
Library Resources Program		\$1,500		\$1,750		\$2,000
Equipment <i>(List as needed)</i>	no additional	\$0		\$0		\$0
Other (e.g. student services)	Consumable supplies	\$1,000		\$1,250		\$1,500
Estimated Indirect Cost <i>(e.g. student services, operations, maintenance)</i>	calculated at \$200 per FTE per year	\$2,550		\$3,950		\$5,350
Total ESTIMATED Expenditures		\$5,050		\$20,702		\$23,291

NET New Revenue

\$19,133

\$57,204

\$86,215

* Note: Capital outlay costs, institutional spending for research and service, etc. can be excluded. †Part of duties of the Program Coordinator who oversees the Associate Degree program

** average PTL rate per collective bargaining rates, plus 50% fringe

ITEM

Modification of a program in Dental Assisting leading to an undergraduate certificate (30 credits) at Tunxis Community College to substantively change the curriculum

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Dental Assisting leading to an undergraduate certificate (30 credits) at Tunxis Community College to substantively change the curriculum

BACKGROUND

Tunxis Community College has requested approval of a substantive change in the curricular requirements of its program in Dental Assisting leading to an undergraduate certificate. The changes are needed to bring the program in line with requirements from the program's accreditor and have already been implemented for 2013-14.

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including curricular changes of more than 15 undergraduate credits, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

Updates in the Dental Assisting certificate program curriculum are necessary in order to keep in-line with the new (2014) Commission on Dental Assisting Standards. New standards mandate that students must be competent in all aspects of clinical skill before assisting with direct patient care. This new dental assisting curriculum has been developed to assure the students receive all the didactic and laboratory material before beginning their clinical externship. The new clinical externship course has been created and will be offered in spring 2014.

Job prospects continue to be excellent as dentists hire dental assistants to perform routine tasks allowing dentists to spend more time on more profitable procedures. The College conducts yearly employment surveys, although response rates are low. In recent years, 100% of the graduates that respond have employment as a dental assistant. Fifty percent of current students report employment lined up post-graduation. Twenty-five percent of the remaining current students "take a break" before beginning a job search and the remaining quarter have made no attempt to find employment.

To meet new requirements, all Dental Assisting courses were modified to assure students receive all the didactic and laboratory material before assisting with any direct patient care. The new clinical externship course has been created and will be offered in the spring. Dental Assisting courses consist of lecture/lab and clinic. In order to graduate, students must pass all core courses with a "C" or better. Passing the Dental Assisting National Board General Chairside Examination is also a requirement for graduation.

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ENROLLMENT AND COMPLETIONS*Enrollment and Completions in the Dental Assisting Program*

	2008-09	2009-10	2010-1	2011-12	2012-13
Fall Headcount Enrollment	11	16	19	21	22
Completions	4	10	11	18	20

CURRICULUM*Learning Outcomes*

1. Demonstrate proper technique assisting in restorative, endodontic, prosthodontic, surgical, periodontal, orthodontic and dental emergencies/pediatric procedures to laboratory competency (in fall) and to clinical competency in the spring.
2. Apply skills learned to succeed academically and socially.
3. Describe the etiology, signs, symptoms, treatment and prevention of oral disease
4. Apply dental terminology/nomenclature in areas of tissue, tooth, and osteology identification, and occlusal relationships.
5. Manipulate various restorative materials while demonstrating laboratory safety and chemical safety.
6. Display competence in paralleling and bisecting techniques incorporating latest technology procedures.
7. Explain the practitioner's ethical and legal responsibilities regarding patient/client, employee, and office records.

Revised Required Courses

Course Number / Title	Credits
Program Core Courses	
DAS* 140 Essential Chairside Functions	4
DAS*142 Dental Assisting Research Seminar	1
DAS* 144 Preventative Dentistry	3
DAS* 146 Oral Anatomy for the Dental Assistant	3
DAS* 130 Dental Materials for the Dental Assistant	2
DAS* 1XX Dental Radiography for the Dental Assistant	3
DAS* 1XX Dental Assisting Clinical Externship	7
DAS*170 Practice Management Law & Ethics	2
Other Related/Special Requirements	
COM*172 Interpersonal Communication	3
HLT*121 Basic Medical Support	2

RESOURCES

Existing resources are sufficient to accomplish this modification. The program employs 2 full-time faculty members, and three part-time clinical faculty members who are all well-versed and dedicated in the dental field.

ITEM

Modification of a program in Gerontology leading to an undergraduate certificate (27 credits) at Capital Community College to offer the program online

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Gerontology leading to an undergraduate certificate at Capital Community College to offer the program online

BACKGROUND

Capital Community College has requested a modification of its existing program in Gerontology leading to an undergraduate certificate to be offered entirely online. The proposed change will improve access for incumbent workers. The program was converted at the request of VNA Healthcare, an organization seeking training for its employees working with the elderly.

The College already offers five other programs that can be completed online in their entirety: Emergency Medical Technician: Emergency Management Response (certificate), Fire and Emergency Medical Services: Emergency Management Response (certificate), Computer Software Support Specialist (certificate), Computer and Information Systems: Web Publishing (AS Option), and Computer Support Specialist (AS).

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including changes in location or delivery format, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

This change is intended to improve access of adult learners and incumbent workers to the certificate program. To allow for completion of the program online in its entirety, the College has replaced BIO 105 Introduction to Biology (4 credits) with BIO 100 Basic Biology (3 credits). The substitution of BIO 100 allows the Gerontology Certificate to be offered exclusively online, fully on campus, or as a hybrid program.

05/08/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

CURRICULUM

Learning Outcomes

The graduate of the Gerontology Certificate Program will be able to:

1. Explain and apply the key concepts and empirical principles of gerontology,
2. Identify, critique and apply biological and theoretical models used to understand the aging process,
3. Compare characteristics of the elderly-myths vs. reality,
4. Describe the experience of growing old in an industrialized society,
5. Analyze relevant issues related to programs involving older persons and apply this skill in the workplace,
6. Examine the impact of economic, socio-cultural and political factors on gerontology policies,
7. Apply knowledge of death, dying and the grieving process in assisting clients.

Required Courses

Course Number and Name	Credits
Program Core Courses	18
HSE*101 Introduction to Human Services	3
HSE*287 Practicum/Mental Health	3
SOC*217 Introduction to Gerontology	3
SOC*216 Health and Aging	3
PSY*210 Dying and Death	3
PSY*253 Multicultural Issues in Psychology	3
Other Related/Special Requirements	9
PSY*111 General Psychology	3
SOC*101 Principles of Sociology	3
BIO*100 Basic Biology[2]	3

RESOURCES

No additional resources are required to make this change. No additional faculty members or specialized physical facilities or equipment will be necessary. Current faculty members working in the program include: Associate Professor of Sociology Josiah Ricardo (Program Coordinator) and Professor of Psychology Stephen Fagbemi (Department Chair).

With the full certificate now on-line, the College hopes to enrolled additional incumbent workers employed in facilities for the elderly. As part of its TAACCCT federal grant, Capital has hired a recruiter for this and other healthcare programs.

ITEM

Modification of a program in Health Office Information Specialist leading to an undergraduate certificate at Norwalk Community College to change the name to Medical Office Specialist

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Health Office Information Specialist leading to an undergraduate certificate at Norwalk Community College to change the name to Medical Office Specialist

BACKGROUND

Norwalk Community College has requested that the name of its Health Office Information Specialist program leading to an undergraduate certificate be changed to a Medical Office Specialist program. This change is requested to align the program with other programs offered by the College that are advised by the Medical Office Program Advisory Committee.

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including name changes, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

The College has requested this name change to align with other programmatic offerings and postings for job openings. No curricular adjustments are necessary.

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Modification of a program in Environmental Science (A.S.) degree to substantively change the curriculum at Middlesex Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Environmental Science (A.S.) degree to substantively change the curriculum at Middlesex Community College

BACKGROUND

Middlesex Community College has requested to change the curriculum in its program in Environmental Science leading to the Associate of Arts (A.S.) degree by more than 15 credits. This change is requested to broaden the focus of the original program to train graduates for work in pollution control and cleanup to a wider array of opportunities in the field

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including name changes and substantive changes to the curriculum, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

The original Environmental Science program at Middlesex Community College was designed to train graduates for work in pollution control and cleanup. At various points in its history, the program struggled to attract students, and because of low enrollments, a number of the required courses in the program have not been offered in recent years. The narrow focus of the original program does not reflect the diverse career paths now available in the field of environmental science, nor does it address the needs of students who are interested in higher degrees in this field.

A doubling of the number of students enrolled in the existing environmental science program at Middlesex since 2008 suggests that interest in environmental issues is growing in the local area, consistent with broader trends. Program modifications are needed to ensure that students who are enrolling with the intention of transferring to a baccalaureate institution, as most students do, will obtain the preparation that they need and expect. The proposed program modification will:

1. Broaden the scope of the program to more accurately reflect both the physical and biological sciences that make up the very interdisciplinary field of environmental science.
2. Increase students' hands-on, field oriented, and career exploration experiences to expose students early on to the types of work available locally, regionally, and nationally.
3. Provide course options for students to tailor the degree program to their specific interests; for example, students may choose courses for a more biology-, chemistry-, geoscience-, or engineering-focused program.

4. Ensure that students are well prepared for further study with a strong core of interdisciplinary courses that are explicitly articulated with environmental science programs at nearby baccalaureate institutions.
5. Support Middlesex's strategic commitment to sustainability, including achieving more sustainable practices as an institution, supporting sustainability efforts in the community, and offering education in sustainability.

ENROLLMENT AND COMPLETION STATISTICS

Fall Headcount Enrollment and Degree Completions in Environmental Science

	2008-09	2009-10	2010-11	2011-12	2012-13
Fall Headcount Enrollment	18	24	25	24	35
Full-Time	11	15	13	9	18
Part-Time	7	9	12	15	17
Degree Completions	3	2	0	1	NA

The College forecasts ten percent annual growth for the next two years.

RESOURCES

Implementation of changes to the Environmental Science program will require no additional start-up costs, capital purchases, or personnel. New required courses will be taught with existing faculty and available resources. Recently completely remodeling in Wheaton Hall at Middlesex has created one new lab dedicated to the physical science courses, which will accommodate the new Environmental Science Lab and Dynamic Earth courses. Existing biology lab spaces have also been remodeled, and new classroom space created which will help accommodate anticipated growth in the program. Grant funding is being sought to purchase additional state-of-the art technology such as GPS/GIS, Vernier probes, and laptop computers for use in the field.

MODIFIED CURRICULUM

Requirements	Credits
Program Core Courses (17 credits)	
EVS*135 Exploring Environmental Careers	1
EVS*100 Introduction to Environmental Science	3
EVS*100 Environmental Science Lab	1
BIO*173 Introduction to Ecology	4
GLG*120 Dynamic Earth	4
CHE*121 General Chemistry I	4
Core Course Prerequisites (3 credits)	
ENG*101 Composition	3
Other Related/Special Requirements (10 credits)	
MAT*173 College Algebra w/Tech (or higher)	4
CSC*101 Introduction to Computers (or higher)	3
ENG*202 Technical Writing or COM*173 Public Speaking	3
Elective Courses in the Field (12 credits required)	
BIO*121 General Biology I	4
BIO*122 General Biology II	4
BIO*235 Microbiology	4
CHE*122 General Chemistry II	4
CHE*250 Instrumental Analysis	4
PHY*121 General Physics I	4
PHY*122 General Physics II	4
MAT*186 Precalculus	4
MAT*254 Calculus I	4
MAT*256 Calculus II	4
MAT*186 Elementary Statistics and Probability	4
Total Other Credits Required to Issue Modified Credential (18)	
Science or Engineering elective	3
Social Science elective	3
Fine Arts elective	3
Liberal Arts elective	3
Liberal Arts elective	3
Liberal Arts elective	3
Total	60

06/12/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Modification of a program in Industrial Technology leading to the Bachelor of Science (B.S.) degree with a concentration in Graphics Technology at Central Connecticut State University to license and accredit a separate program in Digital Printing and Graphics Technology leading to the Bachelor of Science (B.S.) degree

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Industrial Technology leading to the Bachelor of Science (B.S.) degree with a concentration in Graphics Technology at Central Connecticut State University to license and accredit a separate program in Digital Printing and Graphics Technology leading to the Bachelor of Science (B.S.) degree

BACKGROUND

Central Connecticut State University has requested that the concentration in Digital Printing and Graphics Technology (DP>) under the currently accredited program in Industrial Technology leading to the Bachelor of Science (B.S.) degree be transformed into a self-standing major. This change is requested to offer better value to students, since current enrollments in the concentration are sufficient to support a free standing degree program. Minor curricular changes have recently been made to the concentration and the Industrial Technology program will remain in existence, although the concentration in Graphics Technology will no longer be offered.

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including name changes, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

The current Graphics Technology Specialization has been a viable plan of study at CCSU for over 30 years. The curriculum was updated over the 2012-13 academic school year with the advice of an Industrial Advisory Board. The proposed DP> program will encompass 95% of the existing Industrial Technology –Graphics Technology Specialization with minor curricular changes. CCSU has a program in Graphic Design as does many two-year and four-year institutions in Connecticut. However, the Digital Printing and Graphics Technology degree would be unique in that it would encompass design through production; essentially it is a print manufacturing program that emphasizes color management and production. This program would be unique to Connecticut and New England since most similar programs have been dissolved or replaced with less expensive design curriculum. Students in the existing Industrial Technology-Graphics Technology specialization will be transitioned to the new degree resulting with the first graduates in May 2014.

The proposed Digital Printing and Graphics Technology program will allow students to combine courses in graphic arts, web technologies, art and management so that they may prepare for careers in areas such as:

- screen print designers
- label designers
- design consultants
- web-page designers
- designers of all materials distributed electronically or on paper
- customer service representatives

Entry level positions may include:

- pre-press technical operator
- department manager
- production coordinator
- technical illustrator
- data programmer

Graduates of the current graphics technology program and proposed program fill employment positions as:

- supervisors
- estimators
- animators (character)
- visual/motion graphics producers
- production controllers
- customer service representatives
- educators
- packaging specialists
- color control specialists
- pre-flight specialists
- pre-press personnel
- post-press operator
- data management specialist
- internet technologists
- plant supervisors and owners or managers of printing or graphic design establishments.

CURRENT ENROLLMENTS AND COMPLETIONS

Industrial Technology (B.S.), concentration in Graphics Technology

	2008-09	2009-10	2010-1	2011-12	2012-13
Fall Headcount Enrollment	31	41	31	36	42
Completions	9	8	11	2	9

CURRICULUM

The proposed Digital Printing and Graphics Technology program of study will require 122 credits of undergraduate work including a 480-hour summer internship in a relevant industry – CEGT 400. The total number of credits includes the General Education courses that total 45 credits and allow students to meet all relevant requirements. Major requirements make up 42 credits of introductory and applied design, printing and color analysis courses. In addition, there are 19 credits of required courses in the areas of technology management and business. Finally, up to thirteen credits of free electives are allowed, enabling students to take courses that meet their professional interests or prerequisites to university requirements, as well as to fulfill total credit requirements of 122 credits. All students must maintain a GPA of 2.00 for good standing and in order to complete the degree.

Course	Number and Name	Credits
Major Requirements		42
CS 110	Intro to Internet Programming	3
CS 113	Intro to Computers	3
GRT 112	Digital Imaging – Graphics Technology	3
GRT 212	Graphic Arts Process	3
GRT 242	Digital Color Cross-Media Workflow	3
GRT 342	Screen & Specialty Printing Manufacturing	3
GRT 352	Color Management & Analysis	3
GRT 362	Est. & Sched. for Graphics Technology	3
GRT 422	Print Distribution Management	3
GRT 442	Print Production	3
GRT 462	Advanced Graphic Arts Technology	3
	Directed Electives – selected with advisor	9
Related Major Requirements		19
CET 113	Introduction to Information Processing	3
CEGT 200	Seminar	1
CEGT 400	Industrial Internship and Senior Seminar	3
TM 190	Global Quality Management Systems	3
AC 210/211	Industrial Accounting/Financial Accounting	3
MGT 295	Fundamentals of Management	3
MKT 295	Fundamentals of Marketing	3
General Education		45
Electives		16
Total		122

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Modification of a program in Industrial Technology leading to the Bachelor of Science (B.S.) degree with a concentration in Networking Technology at Central Connecticut State University to license and accredit a separate program in Networking Information Technology leading to the Bachelor of Science (B.S.) degree

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Industrial Technology leading to the Bachelor of Science (B.S.) degree with a concentration in Networking Technology at Central Connecticut State University to license and accredit a separate program in Networking Information Technology leading to the Bachelor of Science (B.S.) degree

BACKGROUND

Central Connecticut State University has requested that the concentration Networking Technology under the currently accredited program in Industrial Technology leading to the Bachelor of Science (B.S.) degree be transformed into a self-standing major called Networking Information Technology. This change is requested to offer better value to students, since current enrollments in the concentration are sufficient to support a free standing degree program. Minor curricular changes have recently been made to the concentration and the Industrial Technology program will remain in existence, although the concentration in Networking Technology will no longer be offered.

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including name changes, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

The current Networking Technology specialization has been a viable plan of study at CCSU for over ten years. The curriculum has been updated with the advice of an Industrial Advisory Board. The proposed program will encompass 95% of the existing program with minor curricular changes. One new technology class, (CET 179 Basic Networking Administration), was created to strengthen transitioning to this new Bachelor Degree. The proposed Networking Information Technology degree is unique in that it encompasses networking technology, system administration, information security, computer hardware and software, business management and marketing. This program would be unique to Connecticut since most similar programs have a curriculum focusing on Computer Science, Computer Engineering, or Electrical Engineering, while this program would emphasize the skills and knowledge of networking information. Students in the existing Industrial Technology-Networking Technology specialization will transfer to the new degree resulting with the first graduates in May 2014.

The curriculum offered by this multidisciplinary program reflects the rapid growing IT industry and covers a wide spectrum, including networking theory and technology, server and system administration, information and network security, computer hardware and software, electronics, telecommunications, fiber optics, business management, and marketing. Students are prepared

for careers in areas such as PC support, Networking, Security, System architecture and Software application development.

Graduates of the program typically work as:

- Helpdesk consultants
- Hardware/software technical support personnel
- Customer service representatives
- Data center data analysts
- Network engineers
- Network administrators
- System administrators
- System engineers
- IT consultants
- IT managers
- Telecommunications specialists

CURRENT ENROLLMENTS AND COMPLETIONS

Industrial Technology (B.S.) Concentration in Networking Technology

	2008-09	2009-10	2010-1	2011-12	2012-13
Fall Headcount Enrollment	97	97	99	104	103
Completions	21	25	22	30	27

RESOURCES

Additional resources beyond those required to run the program as a concentration are not required. Because it is part of the existing Department of Computer Electronics & Graphics Technology and will be a replacement for the current Networking Technology specialization, existing permanent and part-time faculty will be utilized in the short term. Instructional resources would be added as determined by enrollment growth. Additionally, support staff for laboratory technical support and information technology is currently in place as part of the School of Engineering and Technology.

The budget does include new expenses for the acquisition of new equipment and for the maintenance of the current equipment. New equipment and components will occasionally be needed to keep up with technology and curriculum changes as determined by faculty and the Information Technology Industrial Advisory Board. These resources would have been required for the existing concentration.

CURRICULUM

The proposed Networking Information Technology program of study will require 122 credits of undergraduate work, including a 480-hour summer internship in a relevant industry. This program includes the General Education courses that meet all relevant requirements, totaling 45 credits; Networking Information Technology program Major Requirements make up 45 credits of introductory and applied networking, server systems, electronics, and security courses; with an additional 22 credits of required courses in the areas of technology management and business. Finally, up to 10 credits of free electives is allowed, to enable students to take courses that meet their professional interests, prerequisites to university requirements, as well as to fulfill total credit requirements. Students must maintain a GPA of 2.00 to remain in good standing and to meet degree requirements.

Course Number	Course Name	Credits
Major Requirements		45
CET 179	Basic Network Administration	3
CET 223	Basic Electrical Circuits	3
CET 229	Comp. Hardware Architecture	3
CET 249	Introduction to Networking	3
CET 339	Comp. System Administration	3
CET 349	Network Routing	3
CET 363	Digital Circuits	3
CET 439	Enterprise Messaging Systems	3
CET 449	Advanced Networking	3
CET 459	Network Security Technologies	3
CET 479	Network Administration	3
	Directed Electives – selected with advisor	12
Related Major Requirements		22
CET 113	Introduction to Information Processing	3
CEGT 200	Seminar	1
CEGT 400	Industrial Internship and Senior Seminar	3
TM 190	Global Quality Management Systems	3
TM 362	Leading Project Teams	3
AC 210/211	Industrial Accounting/Financial Accounting	3
MGT 295	Fundamentals of Management	3
MKT 295	Fundamentals of Marketing	3
General Education		45
Free Electives		10
Total		122

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Modification of a program in Physical Education leading to the Bachelor of Science (B.S.) degree with a specialization in Exercise Science at Central Connecticut State University to license and accredit a separate program in Exercise Science leading to the Bachelor of Science (B.S.) degree

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education approve modification of a program in Physical Education leading to the Bachelor of Science (B.S.) degree with a specialization in Exercise Science at Central Connecticut State University to license and accredit a separate program in Exercise Science leading to the Bachelor of Science (B.S.) degree

BACKGROUND

Central Connecticut State University has requested that the specialization Exercise Science under the currently accredited program in Physical Education leading to the Bachelor of Science (B.S.) degree be transformed into a self-standing major called Exercise Science. This change is requested to because the specialization is well-enrolled; the curriculum is self-standing, and students will be better served with diplomas that reflect the content of their programs.

The Connecticut Regulations for Licensure and Accreditation of Institutions and Programs of Higher Learning stipulated that modification of accredited programs, including name changes, require approval by the Board of Regents (10a-34-3(c)).

RATIONALE

CCSU has offered Exercise Science as a specialization in its B.S. in Physical Education for seven years. During that period, enrollments have grown to almost 200 students. Graduates have been employed as:

- College or University Strength and Conditioning Directors who oversee strength and conditioning programs of all teams;
- Health and Wellness Specialists who conduct health promotion programs at various agencies in the state;
- Clinical Exercise Physiologists who work in hospital settings with cardiac patients or other clinical areas;
- Personal Fitness Trainers who work in private, commercial or non-profit agencies in conducting fitness programming.

In addition some of the program's graduates have been admitted to Doctoral of Physical Therapy Programs to pursue a career in physical therapy as well as other graduate programs to pursue advanced degrees in specialized areas of exercise science.

CURRENT ENROLLMENTS AND COMPLETIONS*Physical Education (B.S.), Concentration in Exercise Science and Health Promotion*

	2008-09	2009-10	2010-1	2011-12	2012-13
Fall Headcount Enrollment	131	134	155	155	182
Completions	13	16	27	27	28

RESOURCES

No additional resources are needed. The resources that already support the program as a specialization will be used to support the program as a stand-alone major. The funds supporting the existing program will be allocated to the newly titled program and will have no negative impact on other programs in the department. No additional funds will be needed. Instead, existing resources will be utilized to support the proposed Bachelor of Science degree in Exercise Science, including three load hours (LH) per semester for coordination of the program.

The exercise science coordinator has been receiving three load hours of release time per semester as recommended by the accreditation committee when the concentration was accredited in 2009. The number of load hours is in line with the coordinator of the physical education program who also receives three LH of reassigned time per semester. While the coordinator of the athletic training program receives two LH per semester, the lower number reflects the number of students enrolled in the athletic training program (68) versus the numbers in physical education (>200) and exercise science (>200). Additionally, the same number of part-time faculty is anticipated to support the program, and the same departmental faculty will continue to teach the courses within the program.

Faculty

Current faculty teaching in the program are:

- Dr. Antone Capitaio – Teaching Load of 12 with 6 H in a required Majors course
- Dr. David Harackiewicz – Teaching and Administrative Load of 12 hours with 3 LH as Director of Exercise Science Program and 6 LH as chair and 3 LH of exercise science course.
- Dr. Kim Kostelis – 12 LH with 6 LH of Research and 6 LH of coursework and thesis hours
- Tom McCarthy – 12 LH with 9 in athletic training and 3 LH of exercise science course
- Dr. Jason Melnyk – 12 LH of all exercise science courses
- Dr. Peter Morano – 12 LH with 6 LH of exercise science courses and 6 LH in athletic training
- Dr. Mike Voight – 12 LH with 6 LH of exercise science courses and 6 LH of all courses in department
- Dr. Sean Walsh – 12 LH of all exercise science courses

CURRICULUM

The proposed B.S. in Exercise Science requires a total of 122 credits for the degree; with 67 credits of core courses in the major, 44 credits of general education, and five credits of electives.

Course Number and Name	Credits
Program Core Courses	67
EXS 110 Concepts in Health and Fitness	3
EXS 113 Introduction to Exercise Science	3
EXS 207 Anatomy and Physiology in Exercise Science I	4
EXS 208 Anatomy and Physiology in Exercise Science II	4
EXS 215 Physiology and Human Performance of Aging	3
EXS 216 Kinesiology	3
EXS 217 Care and Treatment of Athletic Injuries	3
EXS 275 Training for Sport Performance	3
EXS 280 Leadership and Group Exercise	3
EXS 307 Human Nutrition	3
EXS 311 Stress Management	3
EXS 331 Measurement and Evaluation in Exercise Science	3
EXS 376 Theories of Strength and Conditioning	2
EXS 408 Physiology of Sport and Exercise	3
EXS 409 Clinical Exercise Physiology	3
EXS 415 Fitness Assessment and Exercise Prescription	3
EXS 416 Graded Exercise Testing	3
EXS 421 Pharmacology in Sports Medicine	3
EXS 425 Implementation and Evaluation of Health Promotion Programs	3
EXS 450 Practicum in Exercise Science	3
EXS 470 Internship in Exercise Science	6
Core Course Prerequisites – General Education	15
PSY 112	3
BIO 111 or 112 or BMS 102 or 111	3
CHEM 111 or 150	3
STAT 104	3
PHYS 111	3
Other Related/Special Requirements – General Education	15
HIST 161 or 162	3
PSY 236	3
ENG 110	3
COMM 140	3
CS 115	3
Remaining General Education Requirements	14
Electives	5
Total	122

08/14/13 – ConnSCU Academic Council

09/11/13 – BOR-Academic and Student Affairs Committee

09/19/13 – Board of Regents

ITEM

Extension of Institutional Accreditation of Northwestern Connecticut Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education extend the accreditation of Northwestern Connecticut Community College until April 30, 2014

BACKGROUND

Public institutions of higher learning in Connecticut require accreditation by the Board of Regents for Higher Education in order to operate and award degrees (C.G.S. 10a-34(a)). The Board shall accept regional or, where appropriate, national accreditation, in satisfaction of the requirements for accreditation unless the Board finds cause not to rely upon such accreditation (C.G.S. 10a-34(d)).

RATIONALE

Northwestern Community College was last accredited by the Board of Governors for Higher Education in October 2008 until November 30, 2013, following the acceptance of the College's fifth-year interim report to the New England Association of Schools and Colleges (NEASC) Commission on Higher Education, the institution's regional accreditor.

NEASC has adjusted its original review schedule. Consequently, its site visit to the College did not take place until spring 2013, and the Commission has yet to act on the institution's accreditation. The extension of the College's state accreditation until April 30, 2014 will allow for the actions of the Commission to be reported with sufficient time for the Board of Regents to review reports from NEASC and then take action on the state accreditation of the College.

09/11/13 – BOR-Academic and Student Affairs Committee
09/19/13 – Board of Regents

ITEM

Institutional Accreditation of Housatonic Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education accept NEASC actions and grant accreditation to Housatonic Community College until November 30, 2018

BACKGROUND

Public institutions of higher learning in Connecticut require accreditation by the Board of Regents for Higher Education in order to operate and award degrees (C.G.S. 10a-34(a)). The Board shall accept regional or, where appropriate, national accreditation, in satisfaction of the requirements for accreditation unless Board finds cause not to rely upon such accreditation (C.G.S. 10a-34(d)).

Housatonic Community College was last accredited by the Board of Governors for Higher Education in 2008, and recently submitted a 10-year self-study report as well as underwent a comprehensive evaluation from the New England Association of Schools and Colleges (NEASC) Commission on Higher Education, the institution's regional accreditor. Based on the material in the report and a report from the visiting evaluation team, NEASC continued the College's regional accreditation. A review of the documents provided by the College and by NEASC indicates there is no cause not to rely on the evaluation provided by NEASC.

RATIONALE

NEASC continued the College's regional accreditation having found the institution to be substantially in compliance with its *Standards for Accreditation*. In issuing its evaluation, NEASC identified the following noteworthy findings:

- A comprehensive, candid self-study that provided evidence of institution's effectiveness in collecting and analyzing data and using data for planning and improvement
- Assessment activities are systematic and include measures of institutional effectiveness, assessment of student learning at the course and program level, and specific initiatives related to student success
- Participation in the Achieving the Dream program, enabling institution's to deepen its commitment to student achievement
- Art collection is an asset to the institution and the surrounding community, providing a "transformational aspect to the student learning experience"
- Institution's policy of awarding credit is consistent with Commission policy, and it is implemented appropriately for all instructional modalities
- With a "highly competent leadership team" and "enthusiastic, dedicated and well-qualified" faculty and staff, institution is well positioned to continue to provide high-quality educational opportunities to the residents of its service region

Areas for follow-up in report due Spring 2015 included:

- Impact on the institution's operations of the policies, priorities, and funding decisions of the Connecticut Board of Regents for Higher Education
- Success in reviewing and revising its strategic plan, including progress in
 - developing benchmarks and metrics to measure success as well as
 - strategies to address new mandates in the area of developmental education and
 - the institution's goal to diversity its faculty and staff
- Success in assuring financial resources to support its programs and services and to fund institutional priorities identified in the strategic plan

9/11/13 – BOR-Academic and Student Affairs Committee

9/19/13 – Board of Regents

ITEM

Institutional Accreditation of Manchester Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education accept NEASC actions and grant accreditation to Manchester Community College until November 30, 2018

BACKGROUND

Public institutions of higher learning in Connecticut require accreditation by the Board of Regents for Higher Education in order to operate and award degrees (C.G.S. 10a-35a). The Board shall accept regional or, where appropriate, national accreditation, in satisfaction of the requirements for accreditation unless Board finds cause not to rely upon such accreditation.

Manchester Community College was last accredited by the Board of Governors for Higher Education in 2008, and recently submitted a 10-year self-study report as well as underwent a comprehensive evaluation from the New England Association of Schools and Colleges (NEASC) Commission on Higher Education, the institution's regional accreditor. Based on the material in the report and a report from the visiting evaluation team, NEASC continued the College's regional accreditation. A review of the documents provided by the College and by NEASC indicates there is no cause not to rely on the evaluation provided by NEASC.

RATIONALE

NEASC continued the College's regional accreditation having found the institution to be substantially in compliance with its *Standards for Accreditation*. In issuing its evaluation, NEASC identified the following noteworthy findings:

- A well-documented self-study that candidly describes institutional progress since its last comprehensive evaluation
- Commitment of the institution's senior administration, faculty, staff and students to "shared responsibility, shared understanding, and shared leadership" creates an environment of integrity and respect that permeates the institution
- Collaborative working relationship among Academic Affairs, Student Affairs and Continuing Education
- Focus on student success and the culture of assessment that has begun to develop over the past several years and faculty's use of data to improve institution's academic programs
- Implementation of a revised general education core in Fall 2012 and development of new academic programs designed in response to workforce needs
- Development of an online faculty training program (*iTeach Essentials*) subsequently adopted system-wide, and the peer tutoring program and other services available to students online, provide evidence of the careful planning for and successful implementation of its distance education program

- MCC on Main, the College's new arts and education center in downtown Manchester, a totally philanthropically funded initiative
- Despite decreased state support and economic uncertainty, institution has found innovative and creative ways to continue its development as a "learning-centered" institution and is well positioned to build on its success in the years ahead

Areas for follow-up in report due Spring 2014 included:

- Ensuring a sufficient number of full-time faculty to support the academic programs and providing appropriate opportunities for their professional development
- Strengthening:
 - advising
 - developmental instruction, consistent with the new state requirements
 - graduation rates
- Maintaining financial stability with preserving the quality of the academic programs and services provided
- Implementing the new College website

Areas for follow-up in fifth-year Interim Report due Spring 2017 included:

- Continuing to develop a robust, College-wide system of assessing student learning and using the results for improvement
- Effectively managing enrollment to balance capacity with demand and addressing the impact of growth on admission and registration, advising, and financial aid

9/11/13 – BOR-Academic and Student Affairs Committee
9/19/13 – Board of Regents

ITEM

Institutional Accreditation of Naugatuck Valley Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education accept NEASC actions and grant accreditation to Naugatuck Valley Community College until April 30, 2018

BACKGROUND

Public institutions of higher learning in Connecticut require accreditation by the Board of Regents for Higher Education in order to operate and award degrees (C.G.S. 10a-35a). The Board shall accept regional or, where appropriate, national accreditation, in satisfaction of the requirements for accreditation unless Board finds cause not to rely upon such accreditation.

Naugatuck Valley Community College was last accredited by the Board of Governors for Higher Education in 2008, and recently submitted a 10-year self-study report as well as underwent a comprehensive evaluation from the New England Association of Schools and Colleges (NEASC) Commission on Higher Education, the institution's regional accreditor. Based on the material in the report and a report from the visiting evaluation team, NEASC continued the College's regional accreditation. A review of the documents provided by the College and by NEASC indicates there is no cause not to rely on the evaluation provided by NEASC.

RATIONALE

NEASC continued the College's regional accreditation having found the institution to be substantially in compliance with its *Standards for Accreditation*. In issuing its evaluation, NEASC identified the following noteworthy findings:

- Submission of a well-written, comprehensive self-study
- Operating in a deliberative and strategic manner with a high degree of self-discipline and self-understanding
- Adopting a strategic planning process that involved a broad constituency, demonstrating strong institutional leadership and strong commitment to student success, community involvement and achievement of institution's "Wildly Important Goals"
- Progress in using data to enhance student services and improve accessibility for minority populations
- Crafting an Academic Master Plan that provides structure for programmatic decisions and resource allocations in support of on-ground, hybrid, and online instruction; facilities; and student learning
- Participation of a faculty highly committed to students and mission in governance and shared oversight of academic programs to ensure course quality

- Leadership of a dynamic, forward-looking President who is dedicated faculty and staff, prudent resource management and an entrepreneurial and student-centered spirit; the institution is well positioned for future success

Areas for follow-up in fifth-year Interim Report due Fall 2017 included:

- Assuring the sufficiency of resources to support its programs and services;
- Using results of institutional research to develop and implement a comprehensive approach to assessing student learning outcomes with an emphasis on the general education program
- Continuing to develop and implement strategies to track student success and achieve graduation rate goals;
- Implementing plans to revise the student advising system;
- Establishing and implementing a facilities master plan with an emphasis on building repair and maintenance and improving classroom technology;

9/11/13 – BOR-Academic and Student Affairs Committee

9/19/13 – Board of Regents

ITEM

Institutional Accreditation of Three Rivers Community College

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED: That the Board of Regents for Higher Education accept NEASC actions and grant accreditation to Three Rivers Community College until September 30, 2018

BACKGROUND

Public institutions of higher learning in Connecticut require accreditation by the Board of Regents for Higher Education in order to operate and award degrees (C.G.S. 10a-34(a)). The Board shall accept regional or, where appropriate, national accreditation, in satisfaction of the requirements for accreditation unless Board finds cause not to rely upon such accreditation (C.G.S. 10a-34(d)).

Three Rivers Community College was last accredited by the Board of Governors for Higher Education in 2008, and recently submitted a 10-year self-study report as well as underwent a comprehensive evaluation from the New England Association of Schools and Colleges (NEASC) Commission on Higher Education, the institution's regional accreditor. Based on the material in the report and a report from the visiting evaluation team, NEASC continued the College's regional accreditation. A review of the documents provided by the College and by NEASC indicates there is no cause not to rely on the evaluation provided by NEASC.

RATIONALE

NEASC continued the College's regional accreditation having found the institution to be substantially in compliance with its *Standards for Accreditation*. In issuing its evaluation, NEASC identified the following noteworthy findings:

- A strong self-study and clear sense of mission and institution's commitment to delivering on that mission
- Institution has been able to partially offset declining state appropriations with significant increases in enrollment in recent years and by ensuring minimal debt
- Office of Institutional Research has devised a model called "The Map" designed to help all institutional units to rate their performance in achieving the 2009-2014 Strategic Plan
- General Education Task Force Committee has developed a sustainable model for outcome assessment and is poised to continue the process, setting benchmarks and providing feedback to faculty that informs change
- Institution has expanded its distance education offerings, and online education is now a well-developed mode of instruction
- Institution has a significant impact on the lives of its students as well as the economic and social development of the community that it serves
- Institution has benefitted from the strong leadership provided by President Grace Sawyer Jones

- As the College prepares for new presidential leadership, it is well positioned to build on its accomplishments and meet the challenges of the future

Areas for follow-up in report due Fall 2015 include:

- Impact on the institution's operations of
 - the reorganization of higher education governance
 - the level of funding from the State of Connecticut
- Success in addressing the challenges related to reduced state support for developmental education
- Use of results of assessment activities to improve educational effectiveness
- Efforts to address deferred maintenance
- Success in building capacity to support its use of evidence and data to make improvements throughout the institution

9/11/13 – BOR-Academic and Student Affairs Committee

9/19/13 – Board of Regents

ITEM

The Board of Regents for Higher Education establishes and adopts an “Ethics Statement” that shall be applicable to members of the Board of Regents for Higher Education and the Connecticut State Colleges and Universities and Board of Regents employees.

BACKGROUND

This Ethics Statement has been prepared pursuant to Section 1-83(a)(2) of the Connecticut General Statutes, which mandates the development and implementation of an Ethics Statement by each state agency.

ANALYSIS

This Statement of Ethics is a policy consolidating the previous ethics statements and policies of the constituent units. It applies to the members and employees of the Board of Regents (BOR) and to all employees of the Connecticut State Colleges and Universities (ConnSCU). This Statement is intended to serve as a general guide to assist those individuals in identifying and avoiding prohibited conduct. It does not contain a complete listing of prohibited conduct nor is it intended to replace or supersede the Code of Ethics for Public Officials (set forth in Chapter 10 of the Connecticut General Statutes), other applicable sections of the Connecticut General Statutes, or the regulations of the Office of State Ethics. It is each person’s responsibility to become familiar with the provisions of this Statement and comply with them. It is also each person’s responsibility to maintain high ethical standards and alert his or her supervisor of any suspected violation of ethical standards, whether or not specifically described in this Ethics Statement. Everyone should be aware that violations may result in the imposition of sanctions by agencies or systems external to the BOR or ConnSCU. Whether this occurs or not, the BOR retains the right to independently review and respond administratively to violations.

RECOMMENDATION

That the Board of Regents for Higher Education in compliance with the provisions of CGS Section 1-83(a)(2) approve the attached resolution calling for the adoption and implementation of the September 2013 Ethics Statement, a copy of which shall be filed with the Office of State Ethics and the Department of Administrative Services.

9/12/13 – Administration Committee

9/19/13 – Board of Regents

CT BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

STATEMENT OF ETHICS

September 19, 2013

WHEREAS, Section 1-83(a)(2) of the Connecticut General Statutes provides that “each state agency, department, board and commission shall develop and implement, in cooperation with the Office of State Ethics, and ethics statement as it relates to the mission of the agency, department, board or commission; and

WHEREAS, the Office of State Ethics has participated in the development of the Statement of Ethics by reviewing and contributing to the proposed statement; and

WHEREAS, The Board of Regents has established a process to create and adopt policy that would supersede policies of the Boards of Trustees of the Connecticut State University System, the Regional Community – Technical Colleges and the Board of Academic Awards; therefore, be it .

RESOLVED, That the Board of Regents rescinds the following policies, “Connecticut Community Colleges Ethical Conduct Policy rev. 7/95”, “Connecticut State University System Ethics Statement June 2006”, and Charter Oak “Board Ethics Policy” dated May 17, 2007, and any revisions made to those policies; and be it further

RESOLVED, that the Board of Regents adopts the attached “Board of Regents for Higher Education, Ethics Statement, September, 2013” effective immediately.

A True Copy:

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

**Board of Regents for Higher Education
Connecticut State Colleges and Universities
Ethics Statement September 2013**

PURPOSE

It is important that members of the Board of Regents for Higher Education and the Connecticut State Colleges and Universities and Board of Regents employees conduct themselves with the highest degree of honor and integrity and understand that public service is a public trust. Ethical conduct in our relationships with each other, members of the public, our students, other state agencies, and private entities is of critical importance. This Ethics Statement has been prepared pursuant to Section 1-83(a)(2) of the Connecticut General Statutes, which mandates the development and implementation of an Ethics Statement by each state agency. It applies to the members and employees of the Board of Regents (BOR) and to all employees of the Connecticut State Colleges and Universities (ConnSCU). This Statement is intended to serve as a general guide to assist those individuals in identifying and avoiding prohibited conduct. It does not contain a complete listing of prohibited conduct nor is it intended to replace or supersede the Code of Ethics for Public Officials (set forth in Chapter 10 of the Connecticut General Statutes), other applicable sections of the Connecticut General Statutes, or the regulations of the Office of State Ethics. It is each person's responsibility to become familiar with the provisions of this Statement and comply with them. It is also each person's responsibility to maintain high ethical standards and alert his or her supervisor of any suspected violation of ethical standards, whether or not specifically described in this Ethics Statement. Everyone should be aware that violations may result in the imposition of sanctions by agencies or systems external to the BOR or ConnSCU. Whether this occurs or not, the BOR retains the right to independently review and respond administratively to violations.

DEFINITIONS

1. A "Business with which he is associated" means any sole proprietorship, partnership, firm, corporation, trust or other entity through which business for profit or not for profit is conducted in which the public official or state employee or member of his or her immediate family is a director, officer, owner, limited or general partner, beneficiary of a trust or holder of stock constituting five per cent or more of the total outstanding stock of any class, provided, a public official or state employee, or member of his or her immediate family, shall not be deemed to be associated with a not for profit entity solely by virtue of the fact that the public official or state employee or member of his immediate family is an unpaid director or officer of the not for profit entity. "Officer" refers only to the president, executive or senior vice president or treasurer of such business.
2. A "Gift" means anything of value, which is directly and personally received, unless consideration of equal or greater value is given in return. Among the nineteen (19) exceptions to the definition of "gift" set forth in Section 1-79 of the Connecticut General Statutes, a "gift" does not include:
 - (a) A certificate, plaque or other ceremonial award costing less than one hundred dollars (\$100.00);

- (b) A rebate, discount or promotional item available to the general public (items such as pencils, ball point pens, note pads and similar items used as advertisement "give-aways" fall within this category);
 - (c) Food or beverage or both, costing less than fifty dollars (\$50.00) in the aggregate in a calendar year, and consumed on an occasion or occasions at which the person paying, directly or indirectly, for your food or beverage, or his representative, is in attendance;
 - (d) Admission to a charitable or civic event, including food and beverage provided at such event (but excluding lodging or travel expenses), at which you participate in your official capacity, provided such admission is provided by the primary sponsoring entity; and
 - (e) Anything having a value of not more than ten dollars (\$10.00), provided the aggregate value of all things provided by a donor to you under this subsection in a calendar year does not exceed fifty dollars (\$50.00).
 - (f) Training that is provided by a vendor for a product purchased by a state or quasi-public agency which is offered to all customers of such vendor.
3. Your "immediate family" consists of your spouse, your children, and any dependent relatives who reside in your household.
 4. "Necessary expenses" are necessary expenses for an article, appearance or speech or for participation at an event, in a person's official capacity, which shall be limited to necessary travel expenses, lodging for the nights before, of and after the appearance, speech or event, meals and any related conference or seminar registration fees.
 5. A "person" means an individual, sole proprietorship, trust, corporation, limited liability company, union, association, firm, partnership, committee, club or other organization or group of persons.
 6. An interest that is in "substantial conflict" with the proper discharge of your duties as a public official or state employee is one in which there is reason to believe or expect that you, your spouse or dependent child, or a business with which you are associated, will derive a direct monetary gain or suffer a direct monetary loss, by reason of your official activity. You do not have an interest which is in substantial conflict with the proper discharge of your duties as a public official or state employee, if any such gain or loss accrues to you, your spouse or dependent child, or a business with which you, your spouse or dependent child is associated, as a member of a profession, occupation or group to no greater extent than any other member of such profession, occupation or group.
 7. A "potential conflict of interest" is one in which you would be required to take an action that would affect a financial interest of yours, your spouse, parent, brother, sister, child or child's spouse, or of a business with which you are associated, other than an interest of a de minimis nature, an interest that is not distinct from that of a substantial segment of the general public, or an interest in substantial conflict with the performance of your official duties.

PROHIBITED ACTIVITIES

As a public official or state employee you may not:

1. Knowingly accept any gift from any person who: (a) is known to be a registered lobbyist or a lobbyist representative; (b) is doing business with or seeking to do business with the System, your university or your department; (c) is engaged in activities which are directly regulated by the System, your university or your department; or (d) is a contractor pre-qualified under section 4a-100 of the Connecticut General Statutes. (A list of registered lobbyists may be found on the website maintained by the Office of State Ethics.) If an employee is offered a benefit from someone whom is not a prohibited donor as described above (that is, a non-regulated donor), and the benefit is offered because of the employee's position with the System, the total value of benefits received from one source in a calendar may not exceed \$100.00.
2. Knowingly accept, directly or indirectly, any gift costing one hundred dollars (\$100.00) or more either from a state employee under your supervision or from a supervisor. Nor may you knowingly give such a gift. The prohibition against accepting such gifts applies also to members of your immediate family.
3. Enter into a contract with the state, valued at one hundred dollars (\$100.00) or more (other than a contract of employment as a state employee), unless the contract has been awarded through an open and public competitive process. This prohibition applies also to members of your immediate family and businesses with which you are associated. According to the Office of State Ethics, an immediate family member may not be hired as an independent contractor through special payroll unless there has been an open and public process.
4. Accept a fee or honorarium for an article, appearance, speech, or for participation at an event in your official capacity. However, you may accept payment or reimbursement for necessary expenses incurred for any such activity. If payment or reimbursement is received for lodging or out-of-state travel or both, you must report the payment or reimbursement to the Office of State Ethics within thirty (30) days of receiving such payment or reimbursement, unless the payment or reimbursement is provided by the federal government or another state government. You may also accept admission to, and food and beverages provided by the sponsor of, an in-state event that you attend in your official capacity and as a principal speaker. Generally, if you are asked to participate in an event, speak, appear or write an article primarily as a result of your official position or authority, then it will be deemed to be in your official capacity. If, however, you have developed an academic expertise in a particular field and you are asked to participate in an event, speak, appear or write an article as a result of such expertise, then you are not prohibited from accepting a fee or honorarium. Note that these situations are very fact specific and you are encouraged to contact the Office of State Ethics, as necessary, for clarification and guidance. Note also that services for which compensation is claimed must be provided on your own time.
5. Use your official position for personal financial benefit, or the financial benefit of a family member or a business with which you, or a family member, are associated. Further, you may not use state time, personnel or materials, including telephones, computers, e-mail systems, fax machines, copy machines, state vehicles, and any other state supplies, for personal, non-state related purposes. You may refer to the System Office or your university's Computer Use Policy, as applicable, for information relating to hardware and software use.

6. Engage in partisan political activities while on state time or use state funds, supplies, materials, equipment, vehicles or facilities for such purposes.

CONFLICTS OF INTEREST

1. You may not have a financial interest or engage in a business or professional activity that is in substantial conflict with the proper discharge of your duties as a public official or state employee, nor may you take any official action in connection with a matter in relation to which you have a substantial conflict.
2. You may not accept any other employment that will impair the independence of your judgment in carrying out your official duties or induce you to disclose confidential information acquired by you in the course of performing your official duties. Accordingly, you should never accept employment with any consultant, contractor, appraiser or any other organization or individual that has a contract or other agreement with ConnSCU or one of its institutions without full exploration of any potential conflicts of interest. A member of the faculty or a member of a faculty bargaining unit may enter into a consulting agreement or engage in a research project with a public or private entity, provided such agreement or project does not conflict with the member's employment with the constituent unit, as determined by policies established by the board of trustees for such constituent unit.
3. In accordance with the "BOR Policy Regarding Nepotism in Employment," you should not play any role in hiring, promotion, demotion, or other personnel action affecting your relative (defined to include your father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, wife, husband, domestic partner, grandmother, grandfather, grandson, granddaughter, father-in-law, mother-in-law, sister-in-law, brother-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half-brother or half-sister), nor should you take any action, directly or indirectly, to coerce, command, or require a state employee to improperly obtain an appointment for any individual to a position in state service. You should be aware that your signing of certain documents may result in a violation of the State Code of Ethics if such action results in a financial benefit being received by a relative. Examples of such documents include personnel forms (including performance appraisals) and vouchers. Caution should be exercised, so that unintended violations do not occur.
4. You may not disclose, for financial gain, confidential information acquired by you in the course of performing your official duties or use such information to obtain financial gain for yourself, your spouse, your child, your child's spouse, your parent, your sibling or for a business with which you are associated.
5. You may not solicit or accept anything of value (including a gift, loan or promise of future employment) based on an understanding that your official action will be or had been influenced thereby.

PROCEDURE GOVERNING CONFLICTS OF INTEREST

If, in the discharge of your duties, you are required to take any action that would present either a substantial or potential conflict of interest, you must prepare a written statement, signed under penalty of false statement, describing the matter requiring action and the nature of the conflict and deliver a copy of the statement to your immediate superior, who will assign the matter to another employee, or, if you have no immediate superior, you shall take such steps as the Office of State Ethics shall prescribe or advise. You may not take any official action whatsoever on a matter with which you have a substantial conflict of interest. With regard to members of the Board of Regents, the Chairman of the Board shall determine whether a regent with a substantial or potential conflict may simply recuse him or herself from the proceeding in question, or if reassignment to another committee is necessary. If the Chairman is personally faced with such a conflict, he or she should deliver a written statement to the Office of State Ethics for guidance as to how to proceed.

POST-EMPLOYMENT ACTIVITIES

The Code of Ethics for Public Officials contains several provisions regarding post-state employment. Before leaving employment with the System, all employees should review the applicable rules and, if necessary, seek guidance from the Office of State Ethics. Once you have separated from state service, you may not:

1. Disclose or use confidential information acquired in the course of and by reason of your official duties for financial gain for yourself or any other person. This is a lifetime prohibition. "Confidential information" is any information not generally available to the public, and may be memorialized in any form (e.g., written, photographic, tape recorded, etc.).
2. Represent any person in connection with any matter: (i) in which participated, personally and substantially, while in state service; and (ii) in which the state has a substantial interest.
3. For a period of one year after leaving state service, represent anyone before your former agency, for compensation.
4. Accept employment with any person (including an individual, sole proprietorship, corporation, limited liability company, partnership, association or any other organization or group of persons) who was a party to a contract or agreement: (i) valued at an amount of fifty thousand dollars (\$50,000.00) or more; and (ii) in the negotiation or award of which you substantially participated, for a period of one year after resigning from state service, if your resignation occurs less than one year after the contract or agreement was signed.

CODE OF ETHICS FOR PUBLIC OFFICIALS

The Code of Ethics for Public Officials is set forth in Chapter 10 of the Connecticut General Statutes. Should you have a question regarding whether certain conduct constitutes a violation of the Code of Ethics, you should consult with your immediate supervisor, the Ethics Officer at your institution, or the Office of State Ethics. The Office of State Ethics is located at 18-20 Trinity Street, Suite 205, Hartford, Connecticut 06106-1660. The Office of State Ethics may be contacted by telephone at (860) 263-2400, by facsimile at (860) 263-2402, and by e-mail at ose@ct.gov. The Office of State Ethics maintains a website at "<http://www.ct.gov/ethics>."

REVIEW BY AUDIT COMMITTEE OF THE BOARD OF REGENTS

In accordance with its Charter, the Audit Committee of the Board of Regents will periodically review the administration of the conflict of interest provisions set forth herein as well as the performance of ConnSCU management and operating personnel under the Code of Ethics for Public Officials. The BOR Ethics Officer will apprise the Audit Committee of issues arising under this Statement, including, to the extent permitted by law, those matters reported to the Office of State Ethics.

ITEM

The Board of Regents for Higher Education establishes and adopts a “Policy Regarding Nepotism in Employment” that shall be applicable to members of the Board of Regents for Higher Education and the Connecticut State Colleges and Universities and Board of Regents employees.

BACKGROUND

It is well recognized that employment of relatives in the same area of an organization may produce conflicts of interest and problems concerning disparate treatment, which can damage the integrity of the BOR and its colleges and universities.

ANALYSIS

Under the Code of Ethics, Connecticut General Statutes, Section 1-84(c), a state employee may not use his or her position for the financial gain of himself or herself, his or her spouse, child, child’s spouse, parent, brother or sister. But the Code of Ethics only addresses limited circumstances where conflicts of interest may occur. Other relationships may also give rise to a claim of disparate treatment.

Conferring of benefits and privileges based on relationship, rather than on merit, and the appearance that benefits and privileges may have been so conferred, can harm the functioning of the institution(s). In these circumstances, all parties leave themselves open to charges of inequitable consideration in decisions concerning work assignments, transfer opportunities, time-off privileges, training and development opportunities, performance evaluations, salary increases, promotions, demotions, and disciplinary actions.

RECOMMENDATION

That the Board of Regents for Higher Education approves the attached resolution calling for adoption and implementation of the “Policy Regarding Nepotism in Employment.”

9/12/13 – Administration Committee

9/19/13 – Board of Regents

CT BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

NEPOTISM IN EMPLOYMENT POLICY

September 19, 2013

WHEREAS, Section 1-84(c) of the Connecticut General Statutes prohibits state employees from using their employment for their or their family members' personal financial; and

WHEREAS, The State Code of Ethics only addresses limited circumstances where conflicts of interest may occur, yet other relationships may also give rise to a claim of disparate treatment which damage the integrity of the BOR and the Connecticut State Colleges and Universities;

WHEREAS, To address such issues, the Board of Regents has established a process to create and adopt policy that would supersede policies of the Boards of Trustees of the Connecticut State University System ,the Regional Community – Technical Colleges and the Board of Academic Awards;

RESOLVED, That the Board of Regents rescinds the following policy, “Connecticut State University System Policy Regarding nepotism in Employment (BR#05-03), and any other policy that speaks to the issue of nepotism that may have been approved by the Board of Academic Awards or the Board of Trustees of the Regional Community Technical Colleges;

RESOLVED, That the Board of Regents adopts the “Policy Regarding Nepotism in Employment September 19, 2013” effective immediately.

A True Copy:

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

**Board of Regents for Higher Education
Connecticut State Colleges and Universities
Policy Regarding Nepotism in Employment**

It is well recognized that employment of relatives in the same area of an organization may produce conflicts of interest and problems concerning disparate treatment, which can damage the integrity of the System and its universities. Under the Code of Ethics, Connecticut General Statutes, Section 1-84(c), a state employee may not use his or her position for the financial gain of himself or herself, his or her spouse, child, child's spouse, parent, brother or sister. But the Code of Ethics only addresses limited circumstances where conflicts of interest may occur. Other relationships may also give rise to a claim of disparate treatment.

In addition, conferring of benefits and privileges based on relationship, rather than on merit, and the appearance that benefits and privileges may have been so conferred, can harm the functioning of the institution(s). In these circumstances, all parties leave themselves open to charges of inequitable consideration in decisions concerning work assignments, transfer opportunities, time-off privileges, training and development opportunities, performance evaluations, salary increases, promotions, demotions, and disciplinary actions.

It is the policy of the Connecticut State Colleges and Universities (ConnSCU) that relatives of persons currently employed by ConnSCU may be hired only if they will not be working under the supervision of a relative, either directly or indirectly, or supervising a relative.

If two existing employees of ConnSCU work together in a supervisory relationship, and become related, as herein defined, a case-by-case review shall be made. In some circumstances, one of the employees may be transferred or otherwise reassigned. Existing employees should not ordinarily be transferred or reassigned into a supervisory relationship with a relative. Exceptions will only be made when there is a management plan approved by the BOR President or the President that is designated to eliminate the conflict of interest or the opportunity for favoritism.

In addition, the objective of the search procedures for new hires is to ensure that the best candidate for the position is the one selected. It is the policy of the ConnSCU that any employee serving on a search committee must excuse themselves from consideration of the qualifications of a relative if one applies for the position and must further disclose to the search committee that said candidate is a relative. Further, no ConnSCU employee shall vote, make recommendations or in any way attempt to participate in or influence decisions about any personnel matter which may affect the selection, appointment, evaluation, retention, tenure, compensation, promotion, termination, or other employment status or interest of a relative.

For purposes of this policy, "relative" means a connection between persons by blood, marriage, adoption, or co-habitation. Relative includes, but is not limited to, spouses, parents, children, adopted children, brothers, sisters, brothers-in-law, sisters-in-law, father-in-law, mother-in-law, stepparents, stepsiblings, stepchildren, nieces, nephews, grandchildren, and grandparents.

ITEM

Authorization to sign documents for the Board of Regents for Higher Education (BOR), the Connecticut Community Colleges, Charter Oak State College, and the Connecticut State Universities

BACKGROUND

This action is pursuant to the Board of Regents' statutory authority under CGS 10a-72 and 10a-89, which state that the BOR shall make rules for the government of the constituent units of higher education and shall determine the general policies of the constituent units.

ANALYSIS

Consistent with its statutory authority, in 2012 the Board identified those positions whose incumbents would be authorized to sign for the Board of Regents for Higher Education (BOR), the Connecticut Community Colleges, Charter Oak State College, and the Connecticut State Universities and the type of documents to which the authorization applied. A review by administration of recent title changes to certain positions necessitates a revision to the existing policy.

RECOMMENDATION

Approval of the proposed resolution authorizing revisions to the authorization to sign documents for the Board of Regents for Higher Education (BOR), the Connecticut Community Colleges, Charter Oak State College, and the Connecticut State Universities

9/10/13 – Finance Committee

9/19/13 – Board of Regents

BOARD OF REGENTS FOR HIGHER EDUCATION

RESOLUTION

concerning

Signing Authority

September 19, 2013

WHEREAS, This action is pursuant to the Board of Regents' statutory authority under CGS 10a-72 and 10a-89, which state that the BOR shall make rules for the government of the constituent units of higher education and shall determine the general policies of the constituent units, therefore be it

RESOLVED, That the resolution concerning Signing Authority, adopted by the Board of Regents for Higher Education on January 19, 2012 is rescinded, and

RESOLVED, That persons elected to or employed in the following positions by the Board of Regents (BOR) are authorized to sign all official documents within their jurisdiction executed under the policies of the BOR:

For the Board of Regents for Higher Education

President of the Board of Regents
 Senior Vice President for Academic & Student Affairs
 Vice President for Community Colleges
 Vice President for State Universities
 Vice President for Human Resources
 Chief Financial Officer
 Chief Information Officer
 Chief of Staff

For the Connecticut State Universities

President
 Executive Vice President
 Provost and Academic Vice President
 Senior Vice President
 Vice President for Academic Affairs
 Vice President for Finance and Administration
 Vice President for Institutional Advancement
 Vice President for Student Affairs
 Vice President for Student and University Affairs
 Chief Administrative Officer
 Chief Financial Officer
 Chief Human Resources Officer
 Chief of Staff/Vice President for Organizational Development

For the Connecticut Community Colleges

President
Deans
Director of Human Resources

For Charter Oak State College

President
Provost
Chief Financial and Administrative Officer
Executive Director of the CTDLC

And be it further

RESOLVED, That the President of the Board of Regents and each University and College President may designate in writing other persons who shall act as their agents in signing contracts of up to \$50,000 and/or other documents in such areas as personnel, payrolls, purchasing, financial matters, university planning, and maintenance. The written authorization shall indicate the appropriate level of signing authority for each person so designated.

A True Copy:

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

RECOMMENDED MOTION FOR FULL BOARD

RESOLVED, that the Connecticut State Universities enter into a two-year Pilot Partnership Agreement with United Technologies Corporation. (A sample is attached hereto as Exhibit A.)

BACKGROUND

The Board pursuant to its statutory authority - Section 10a-99 of the Connecticut General Statutes (CGS) and Public Act 11-48 - "...shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university...". Certain tuition waivers are reflected in Section 10a-99 of the CGS. Other tuition and fee waivers are authorized by Board action.

ANALYSIS

The Connecticut State Universities (CSU) request approval from the Board of Regents to enter into a pilot Partnership Agreement with the United Technologies Corporation (UTC). Under the terms of this agreement, CSU will become one of 22 preferred providers of higher education for UTC employees, for whom the corporation pays all tuition and course fees. The field of 22 includes other Connecticut Higher Education Institutions such as UCONN, Albertus Magnus, Fairfield University, University of New Haven, Sacred Heart and University of Hartford.

Tuition benefits at UTC are coordinated through their Employee Scholar Program, which encourages employees to enroll in partner institutions. As a partner institution, CSU would offer UTC employees a 5% discount on tuition, or a total discount of between 2 to 3% off of tuition and fees. This is a discount of approximately \$28 per undergraduate and \$47 per graduate for a three-credit course. It is important to note that while UTC would receive a discount, CSU would have zero risk of student no-shows, non-payment of tuition and fees, collection activities, or bad debt expense. In addition, CSU would be showcased on a UTC website as a preferred partner for UTC employees seeking to utilize their education benefit. There would also be a favorable impact on the 15% set aside for financial aid that each CSU budgets, as this population would contribute to, but not utilize the 15% set-aside, as their employer funds 100% of their tuition and fees.

Although only approximately 85 UTC employees are currently enrolled at one of the CSUs, UTC has shared statistics documenting substantial increases (from 131% to 200%) in UTC enrollments after institutions sign the partnership agreement. This increase is a result of the extraordinary marketing opportunity preferred providers are afforded, coupled with tuition benefits ranging from \$20,000 to \$60,000 per employee enrolled in the program. This agreement represents a unique opportunity to help bolster student enrollments at CSU, particularly graduate enrollment, at a time when the pool of prospective traditional-age students is projected to continue decreasing. In addition to

receiving a significant tuition benefit, employees are also provided up to three hours off a week for their studies, greatly increasing their chances of successfully graduating.

CSU have cultivated strong relationships throughout UTC, where many alumni are currently employed. Most recently, CCSU entered into a Quality Engineering Leadership partnership with Pratt & Whitney, similar to their EDGE partnership with Travelers, to increase the pipeline of qualified students into higher education and build awareness of careers in the aerospace quality engineering field. This may be the first of many more opportunities to strengthen ties with UTC for the benefit our students and our universities. Entering into this Partnership Agreement will help CSU become more competitive in attracting non-traditional students in Connecticut. The University of Connecticut recently signed this Partnership Agreement with UTC, which will enhance their competitive advantage in attracting UTC employees.

A two-year term for this pilot Partnership Agreement is proposed, during which the impact of the agreement on enrollments and tuition revenues will be monitored. A report will be provided to the Board of Regents annually, while steps are taken with UTC to expand the program to hopefully include Charter Oak State College.

9/10/13 – Finance Committee

9/19/13 – Board of Regents

**Agreement
Between
United Technologies Corporation
And
Central Connecticut State University**

Central Connecticut State University, located at 1615 Stanley Street, New Britain, CT 06050 (hereinafter referred to as “CCSU”) and United Technologies Corporation, with an office and place of business at 1 Financial Plaza, Hartford, CT 06101 (hereinafter referred to as “UTC” or “Contractor”) have decided to enter into a unique relationship to provide academic programs to eligible participants of UTC’s Employee Scholar Program (“ESP”). The intent of this agreement is to confirm the UTC discount partner relationship between CCSU and UTC for the period of two years from the effective date of this agreement, and to specify the general terms under which both have agreed to conduct business. This agreement can be altered or terminated with 120 days’ notice by either of the signing partners. This agreement can be terminated immediately if either party determines that the other party has engaged in unacceptable conduct

I. The terms of the Agreement are outlined in the following sections.

A. Applicability

This agreement applies to all of UTC business units, subsidiaries, divisions, or other worldwide business entities in which UTC has majority ownership and management control and where ESP has been deployed. Upon CCSU’s request, UTC’s ESP Program staff shall verify the affiliate status of any company requesting discounts hereunder.

B. UTC’s Employee Scholar Program (ESP)

UTC’s ESP is an educational assistance program that pays for eligible tuition, textbooks, and academic fees expenses for classes/subjects taken by eligible UTC participants pursuing a degree or UTC Sponsored Certificate Program at a UTC Approved Educational Institution. The program is offered to eligible U.S. and non U.S. full- or part-time employees who are actively at work at UTC. In addition, under certain conditions, the program is also offered to certain former U.S or non-U.S. employees whose positions were eliminated due to restructuring or layoffs.

C. Educational Institution Services

In return for designation as a UTC tuition discount partner, CCSU agrees to:

1. Grant all UTC eligible participants preferred pricing reflecting a five percent (5%) discount off of the published class/subject tuition costs for all programs delivered on campus or on-line during the spring and fall semesters and off of the published course fees for all programs delivered during the summer and winter sessions on campus or on-line.
2. Invoice UTC’s ESP (via UTC’s designated third party provider, if applicable) for tuition and approved academic fees after CCSU’s drop/add period and no more than 90 days after the class/subject end date, indicating the published tuition/fee costs minus the discounted amount per student. Invoice must include, at a minimum, invoice number

and date, semester and year, student name, course name, detailed line item breakdown of tuition and academic fees, discount, and total. Invoices must include a copy of the enrollment voucher provided by the UTC ESP eligible participant at the time of registration. Invoices shall not be submitted prior to the class start date.

3. Waive tuition deposit requirements, or agree to apply tuition deposits towards the first semester's tuition, not towards fees. If tuition deposits cannot be waived or applied toward first semester tuition, reimburse tuition deposits within first semester. Furnish UTC's third party provider with proof of enrollment and application of tuition deposit toward first semester tuition.
4. Obtain written approval from Manager, UTC ESP University Relations prior to sourcing UTC employees for faculty or other positions.
5. Obtain written approval from Manager, UTC ESP University Relations prior to publishing or updating marketing materials, including, but not limited to, UTC specific websites, emails, fliers, posters, UTC logos, employee testimonials etc.
6. Obtain written approval from Manager, UTC ESP University Relations prior to establishing on-site programs at any UTC location or prior to developing programs tailored to specific UTC requests.
7. Hold or acquire all necessary regional and/or state licenses, accreditations and/or certifications prior to offering the associated academic degree program to UTC employees, and to furnish proof of accreditation upon UTC's request.
8. Obtain written approval from Manager, UTC ESP University Relations prior to utilizing UTC's name in applications for licensure, accreditation or certification.

D. UTC Partner Status

As a Partner to the UTC ESP, CCSU will enjoy the following:

1. Access to business units of UTC for the purpose of promoting its programs. All visits will be scheduled with the mutual agreement of the UTC business unit contact and CCSU.
2. Opportunity to include information on CCSU's programs in UTC's ESP Partner University Program Selection Tool for the purpose of promoting its programs to UTC eligible participants.
3. Opportunity to promote information sessions offered through CCSU.
4. Invitation to participate at UTC or business unit education fairs as scheduled.
5. Participation in the UTC Learning Portal's "UTC Partner University Spotlight" profiles.

E. Notices

Notices relative to this Agreement shall be given in writing and sent by certified mail, return receipt requested. Any such notice, if sent by UTC to CCSU shall be addressed as follows:

Central Connecticut State University
1615 Stanley Street, Davidson, Hall, Rm 109, New Britain, CT 06050
Attn: Carl Lovitt
Title: Provost & Vice President, Academic Affairs

and if sent by CCSU to UTC, shall be addressed as follows:

United Technologies Corporation
Learning and Development Organization
Attn: Manager UTC ESP University Relations
Four Farm Springs Road, 3rd Floor
Farmington, CT 06032

F. Insurance

The Contractor agrees that while performing services specified in this agreement he/she shall carry sufficient insurance (liability and/or other) as applicable according to the nature of the service to be performed so as to “save harmless” the State of Connecticut from any insurable cause whatsoever.

G. Applicable Law

This Agreement shall be governed by the laws of the State of Connecticut, without regard to its principles of conflicts of laws. The Contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances, and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct.

H. Claims Against the State

The Contractor agrees that the sole and exclusive means for the presentation of any claim against the State of Connecticut arising from this agreement shall be in accordance with Chapter 53 of the Connecticut General Statutes (Claims Against the State) and the Contractor further agrees not to initiate legal proceedings in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.

I. Non Discrimination

(a) For purposes of this Section, the following terms are defined as follows:

- i. “Commission” means the Commission on Human Rights and Opportunities;
- ii. “Contract” and “contract” include any extension or modification of the Contract or contract;
- iii. “Contractor” and “contractor” include any successors or assigns of the Contractor or contractor;

- iv. “Gender identity or expression” means a person’s gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person’s physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person’s core identity or not being asserted for an improper purpose.
- v. “good faith” means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
- vi. “good faith efforts” shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
- vii. “marital status” means being single, married as recognized by the State of Connecticut, widowed, separated or divorced;
- viii. “mental disability” means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association’s “Diagnostic and Statistical Manual of Mental Disorders”, or a record of or regarding a person as having one or more such disorders;
- ix. “minority business enterprise” means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes § 32-9n; and
- x. “public works contract” means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms “Contract” and “contract” do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, (2) a quasi-public agency, as defined in Conn. Gen. Stat. Section 1-120, (3) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in Conn. Gen. Stat. Section 1-267, (4) the federal government, (5) a foreign government, or (6) an agency of a subdivision, agency, state or government described in the immediately preceding enumerated items (1), (2), (3), (4) or (5).

- (b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, mental retardation, mental

disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, mental retardation, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and Connecticut General Statutes §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes §§ 46a-56, 46a-68e and 46a-68f; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and Connecticut General Statutes § 46a-56. If the contract is a public works contract, the Contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works projects.

- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing

such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to Connecticut General Statutes § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and Connecticut General Statutes § 46a-56.
- (h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with Connecticut General Statutes § 46a-56; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

J. Executive Orders

The Contract is subject to the provisions of Executive Order No. 7C of Governor M. Jodi Rell, promulgated July 13, 2006, concerning contracting reforms, Executive Order No. 14 of Governor M. Jodi Rell, promulgated April 17th, 2006, concerning procurement of cleaning products and services, Executive Order No. Sixteen of Governor John G. Rowland promulgated August 4, 1999, concerning violence in the workplace, Executive Order No. Seventeen of Governor Thomas J. Meskill, promulgated February 15, 1973, concerning the listing of employment openings and Executive Order No. Three of Governor Thomas J. Meskill, promulgated June 16, 1971, concerning labor employment practices, all of which are incorporated into and are made a part of the Contract as if they had been fully set forth in it.

K. Confidential Information

UTC acknowledges that information received from CCSU under the provisions of section I.C. of this Agreement is subject to the Family Educational Rights and Privacy Act ("FERPA") and agrees that it will utilize such information only to perform the services required by this Agreement and for no other purpose. UTC further agrees that it will not disclose such information to any third party without the prior written consent of the student to whom such information relates. UTC shall secure its ESP's agreement to comply with the obligations imposed under this provision regarding FERPA protected information the ESP may receive from CCSU or UTC.

L. Severability

If any provision of this Agreement shall be held invalid by any court of competent jurisdiction, such holding shall not invalidate any other provision hereof.

M. Amendment

The parties may agree to amend or add provision of this Agreement only by written Amendment signed by the parties and approved by the Office of the Attorney General.

N. Term of Agreement

Dates: April 1, 2013 through March 31, 2015

O. Entire Agreement

This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

This Agreement has been found acceptable to both UTC and CCSU as evidenced by the following signatures:

Jeffrey Kridler
Vice President, Compensation and Benefits
United Technologies Corporation

Date

Carl Lovitt

Date

Provost & Vice President, Academic Affairs
Central Connecticut State University
Statutory Authority Conn. Gen. Stat. 10a-89

Approved as to form

Name:

Date

Assistant Attorney General
Office of the Attorney General of the State of Connecticut