

CONNECTICUT BOARD OF REGENTS FOR HIGHER EDUCATION

AGENDA – REGULAR MEETING

10:00 a.m., Tuesday, October 4, 2011

Student Center Alumni Ballroom

CENTRAL CONNECTICUT STATE UNIVERSITY, NEW BRITAIN, CT

Binder Page #s

1. Call to Order
2. Roll Call and Declaration of Quorum
3. Report of Board of Regents Chairman, Lewis J. Robinson
4. Report of Board of Regents Interim President, Dr. Robert A. Kennedy
 - a) Michael Meotti, BOR Executive Vice President – Legislative History
 - b) Braden Hosch – Institutional and Budgetary Overview
 - c) Erin Fitzgerald – Regents’ Handbook
5. Information/Review
 - a) Proposed Bylaws 1 - 6
 - b) Proposed 2012 Meeting Schedule7
6. Action
 - a) Ratification of September 2011 action by constituent units
 - September 15, 2011 – Connecticut State University System8 - 93
 - September 19, 2011 – Community Technical College System.....94 - 121
 - September 22, 2011 – Board for State Academic Awards/Charter Oak122 - 172
7. Move to Executive Session
 - a) Personnel Matter
8. Return to Open Session
9. Adjourn

(Open Forums for Students, Faculty & Staff will begin immediately following meeting adjournment.)

BYLAWS OF THE BOARD OF REGENTS

ARTICLE I THE BOARD OF REGENTS FOR HIGHER EDUCATION

SECTION 1 - AUTHORITY OF THE BOARD OF REGENTS

The Board of Regents for Higher Education serves as the governing body for the regional community-technical college system, the Connecticut State University System and Charter Oak State College pursuant to Subsection (a) of Section 211 of PA 11-48, On January 1, 2012, the Board of Regents is also authorized to act, as necessary, as the Board of Trustees for the Community-Technical Colleges, the Board of Trustees for the Connecticut State University System and the Board for State Academic Awards (which is the Board for Charter Oak State College) pursuant to sections 10a-71, 10a-88 and 10a-143 of the Connecticut General Statutes, as amended. The specific powers and duties of the Board are prescribed in Title 10a of the Connecticut General Statutes and are further delineated in policies adopted by the Board from time to time.

SECTION 2 - BOARD MEMBERSHIP

Membership on the Board is defined in Subsection (a) of Section 211 of PA 11-61 as follows:

The board shall consist of nineteen members who shall be distinguished leaders of the community in Connecticut. The board shall reflect the state's geographic, racial and ethnic diversity. The voting members shall not be employed by or be a member of a board of trustees for any independent institution of higher education in this state or the Board of Trustees for The University of Connecticut nor shall they be employed by or be elected officials of any public agency as defined in subdivision (1) of section 1-200 of the general statutes, during their term of membership on the Board of Regents for Higher Education. The Governor shall appoint nine members to the board as follows: Three members for a term of two years; three members for a term of four years; and three members for a term of six years. Thereafter, the Governor shall appoint members of the board to succeed such appointees whose terms expire and each member so appointed shall hold office for a period of six years from the first day of July in the year of his or her appointment. Four members of the board shall be appointed as follows: One appointment by the president pro tempore of the Senate, who shall be an alumnus of the regional community-technical college system, for a term of four years; one appointment by the minority leader of the Senate, who shall be a specialist in the education of children in grades kindergarten to twelve, inclusive, for a term of three years; one appointment by the speaker of the House of Representatives, who shall be an alumnus of the Connecticut State University System, for a term of four years; and one appointment by the minority leader of the House of Representatives, who shall be an alumnus of Charter Oak State College, for a term of three years. Thereafter, such members of the General Assembly shall appoint members of the board to succeed such appointees whose terms expire and each member so appointed shall hold office for a period of four years from the first day of July in the year of his or her appointment. The chairperson and vice-chairperson of the student advisory committee created under section 10a-3 of the general statutes, as amended by this act, shall serve as members of the board. The Commissioners of Education, Economic and Community Development and Public Health and the Labor Commissioner shall serve as ex-officio, nonvoting members of the board.

It shall be the duty of each trustee to attend all Board meetings, as well as meetings of committees to which he or she has been appointed.

SECTION 3 - CODE OF ETHICS

Members of the Board of Regents shall serve for the public good and not for personal interest or gain. They shall comply with the provisions of the Code of Ethics for Public Officials set forth in Sections 1-79 through 1-90 of the Connecticut General Statutes. A trustee may not directly enter into a contract for a fee or be employed by the Board of Regents or any of its colleges or universities. A trustee shall not engage in any activity that violates the intent of this section and shall avoid any appearance of impropriety.

**ARTICLE II
ORGANIZATION OF THE BOARD*****SECTION 1 - MEETINGS OF THE BOARD OF REGENTS*****A. REGULAR MEETINGS**

Regular meetings of the Board shall be held in accordance with a schedule established and approved yearly by the Board. The decision to cancel a meeting for lack of business shall be made by the Chair in consultation with the President.

B. SPECIAL MEETINGS

Special meetings shall be at the call of the Chair or whenever requested by nine or more voting members of the Board. Notice of a special meeting shall be given in accordance with the Connecticut Freedom of Information Act and shall specify the time and place of the meeting, and the business to be transacted.

C. QUORUM

A majority of the current voting membership of the Board shall constitute a quorum. Meetings may be conducted in the absence of a quorum provided that all actions taken are confirmed at a subsequent meeting where a quorum is present. Participation and interaction, through the use of available technologies (i.e., speakerphone, video or web conference), will constitute a member's being present, provided that all members participating in the meeting are able to communicate with one another.

D. VOTING

For the purposes of these Bylaws, a “majority vote” shall be defined as a vote of more than half of the votes cast by members present, excluding abstentions, at a regular or properly-called meeting at which a quorum is present. A “two-thirds vote” shall be defined as a vote of at least two-thirds of the votes cast by members present, excluding abstentions, at a regular or properly-called meeting at which a quorum is present.

E. PARLIAMENTARY RULES

Parliamentary rules as set forth in Robert's Rules of Order (latest revised edition) shall govern the conduct of the meetings of the Board.

F. CONSENT CALENDAR

Resolutions and other proposed actions of a routine nature may be adopted on motion without discussion provided information regarding such items has been provided to Board members for review prior to the date of the meeting. At any time before a motion for adoption of such consent calendar is made, a member of the Board may request removal of the item from the consent items in which case the item shall be so removed and assigned by the Chair of the Board to a place on the regular agenda. If possible, members should advise the President at least 24 hours before a meeting if they intend to remove an item from the consent calendar so that interested parties can be informed that the Board may discuss the item.

G. ADDING ITEMS TO THE AGENDA

Any motion made to add an item to the agenda shall require an affirmative two-thirds vote.

SECTION 2 - OFFICERS OF THE BOARD

- A. The officers of the Board shall be the Chair, Vice-Chair, President and Secretary.
- B. The Chair shall be appointed by the Governor pursuant to Subsection (c) of Section 211 of PA 11-48.
- C. The vice chair shall be elected by majority vote of the Board for a term of three years.
- D. The President shall be appointed by the Governor pursuant to Subsection (a) of Section 212 of PA 11-48.
- E. A member of the President's staff shall be appointed by the Board as the Secretary of the Board and shall serve at the pleasure of the Board.
- F. In the event any officer except the Chair or the President shall be unable to complete his or her term, a new officer shall be elected to fill the unexpired term.

SECTION 3 - DUTIES OF THE OFFICERS**A. CHAIR**

The Chair shall preside over meetings of the Board in accordance with the general principles stated in Robert's Rules of Order, shall appoint members to committees established by the Board, and shall serve as ex-officio member of all committees except a Nominating Committee. The Chair shall have the same right to vote and to participate in discussion as any other member.

B. VICE CHAIR

In the absence of the Chair, the Vice Chair shall preside over meetings of the Board and shall perform all the duties of the Chair.

C. PRESIDENT

The duties of the President are defined in Section 212 of PA 11-61 as follows:

(a).....The president shall (1) have the responsibility for implementing the policies and directives of the board and any additional responsibilities as the board may prescribe, (2) implement the goals identified and recommendations made pursuant to section 10a-11b of the general statutes, (3) build interdependent support among the Connecticut State University System, the regional community-technical college system and Charter Oak State College, (4) balance central authority with institutional differentiation, autonomy and creativity, and (5) facilitate cooperation and synergy among Connecticut State University System, the regional community technical college system and Charter Oak State College. Such president may designate an alternate to serve as a member of any commission, foundation or committee upon which the general statutes require such president to serve. Such designee may vote on behalf of such president. There shall be an executive staff responsible for the operation of the Board of Regents for Higher Education. The executive staff shall be under the direction of the president of the Board of Regents for Higher Education, who shall be the chief executive officer of the Board of Regents for Higher Education and shall administer, coordinate and supervise the activities of the board in accordance with the policies established by the board. (b) The president may employ staff as is deemed necessary, including, but not limited to, temporary assistants and consultants. The board shall establish terms and conditions of employment of its staff, prescribe their duties and fix the compensation of its professional and technical personnel. (c) Upon recommendation of the president, the Board of Regents shall appoint a vice president for each constituent unit with such duties and responsibilities as the board and president shall prescribe, so that each constituent unit fulfills its mission. Such duties shall include, but not be limited to, oversight of academic programs, student support services and institutional support.

D. SECRETARY

The Secretary shall be responsible for providing notice of meetings, maintaining the minutes and other records of the proceedings of the Board. The Secretary shall sign the minutes of each meeting of the Board following approval thereof by the Board. In the absence of the Secretary, any other Officer of the Board may sign the approved minutes.

E. CHAIR PRO TEM

In the absence of the Chair and Vice Chair, the Secretary shall call the meeting of the Board to order and a Chair Pro Tem shall be elected by an affirmative vote of two-thirds of the Board members present and voting to perform the duties of the Chair.

ARTICLE III COMMITTEES AND REPRESENTATIVES OF THE BOARD

SECTION 1 - STANDING COMMITTEES

Standing Committees of the Board shall be the Academic & Student Affairs Committee, Audit Committee, and Finance & Administration Committee, and such additional committees as may be authorized by the Board Chair from time to time for purposes of efficient operation.

Section 2 – Duties of committees

Academic & Student Affairs is charged with oversight of student affairs and system academic policy including, but not limited to, program approval, academic standards and transfer policy.

Audit Committee is charged with oversight of external audits of all system functions including individual campus audits.

Finance & Administration Committee is charged with oversight of all systemwide fiscal, administrative and facility matters including, but not limited to, budget development, tuition, personnel policy, allocation of state general funds and capital budget.

SECTION 2 - COMMITTEE MEMBERSHIP

- A. The Chair of the Board shall appoint the Chair of each Standing Committee.
- B. To provide a quorum for a committee meeting, the Chair or acting Chair of a committee may appoint any Board member to act in the absence of a regular committee member.
- C. When the Chair of a Standing Committee is unable to be present for a committee meeting, he or she may appoint any regular member of the committee as acting Chair.

SECTION 3 - SPECIAL COMMITTEES

The Chair of the Board may appoint committees from time to time to address other subjects or issues as appropriate.

SECTION 4 - COMMITTEE QUORUM

Fifty percent or a majority of the members of a standing or special committee shall constitute a quorum.

SECTION 5 - ADVISORY BODIES

A. The Board is advised by two bodies created by statute:

1. The Student Advisory Council created pursuant to section 10a-3, as amended by section 213 of PA 11-48, of the Connecticut General Statutes.
2. The Faculty Advisory Committee created by section 214 of PA 11-48.

B. The Board may authorize the creation of additional advisory bodies on a permanent or temporary basis from time to time.

SECTION 6 - BOARD REPRESENTATIVES TO OTHER COMMITTEES, BOARDS OR OTHER ORGANIZATIONS

The Chair of the Board of Regents shall appoint a member or members to represent the Board on other committees, boards, or organizations, where required by statute or otherwise appropriate.

***ARTICLE IV
MAINTENANCE OF BYLAWS******SECTION 1 - AMENDING THE BYLAWS***

The Bylaws may be adopted, repealed or amended by:

- A. The introduction of a proposed amendment at the time of a regularly scheduled meeting, and
- B. An affirmative vote of two-thirds of the members of the Board at the time of the next regularly scheduled meeting.

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CONNECTICUT BOARD OF REGENTS FOR HIGHER EDUCATION

Proposed 2012 Meeting Schedule

Meetings are all on the 3rd Thursday of the month
Locations to be determined
Time – 10:00 a.m.

- January 19, 2012
- March 15, 2012
- May 17, 2012
- June 21, 2012
- October 18, 2012
- November 15, 2012

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BOARD OF TRUSTEES
for the
CONNECTICUT STATE UNIVERSITY SYSTEM
AGENDA – SPECIAL MEETING
10:00 a.m., Thursday, September 15, 2011
Westside Campus Center Ballroom
WESTERN CONNECTICUT STATE UNIVERSITY, DANBURY, CT

Binder Page #s

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|-----|---|--|----------------------|
| 1. | Call to Order | | |
| 2. | Roll Call and Declaration of Quorum | | |
| 3. | Adoption of Agenda | | 1 |
| 4. | Approval of Minutes | | |
| | a) May 11, 2011 Regular Meeting | | |
| | b) June 23, 2011 Special Meeting | | |
| | c) August 17, 2011 Special Meeting | | |
| 5. | Consent Items | | |
| 6. | Report of Acting Chancellor and University Presidents | | No Exhibit |
| | a) Acting Chancellor Feroe | | |
| | b) University Presidents – Assessment of Student Learning | | |
| | c) WCSU Annual Report – President James W. Schmotter | | |
| 7. | Audit & Risk Management Committee | | No Report/No Exhibit |
| 8. | Academic Affairs Committee | | |
| | a) Licensure & Accreditation of a Bachelor of Arts in Women's and Gender Studies - ECSU | | 2 |
| | b) Licensure & Accreditation of a Bachelor of Science in Finance – ECSU | | 4 |
| | c) Renewal Reports for Centers and Institutes | | |
| | i. CCSU Hospitality & Tourism Institute | | 6 |
| | ii. ECSU Center for Early Childhood Education | | 8 |
| | iii. SCSU Center for Adaptive Technology | | 10 |
| | iv. SCSU Center for Community & School Action Research | | 12 |
| | v. SCSU Center for Computing & Society | | 15 |
| | vi. SCSU Center for Environment | | 17 |
| | vii. WCSU Center for Excellence in Learning & Teaching | | 19 |
| | d) Discontinuance of Centers and Institutes | | |
| | i. SCSU Louis & Joan M. Sirico Center for Elders & Families | | 21 |
| | e) Endowed Chair Annual Reports | | 23 |
| 9. | Development Committee | | No Report/No Exhibit |
| 10. | Student Life Committee | | No Report/No Exhibit |
| 11. | Finance and Administration Committee | | |
| | a) Tuition and Fee Waiver Authorizations | | 26 |
| | b) FY2011-12 Institutional Spending Plans and Authorized Expenditure Levels for Mgmt/Conf.
Professional Personnel and SUOAF-AFSCME Administrators – CSUS | | 30 |
| | c) Purchase of Equipment Used for Research Purposes, Library Media and Library Books – CSUS | | 39 |
| 12. | Executive Committee | | |
| | a) Resolution Honoring John A. Doyle | | 43 |
| | b) Resolution In Memoriam Honoring James E. Dyer | | 44 |
| | c) Gift of Real Property from ECSU Foundation to ECSU..... | | 45 |
| 13. | Report of the Chairman | | No Exhibit |
| 14. | Adjourn | | |

Open Forums for Students, Faculty & Staff will commence upon conclusion of the business portion (above) of the Board meeting. Open forum times are tentatively scheduled as noted below.

10:45 a.m. - Students

11:00 a.m. - Faculty & Staff

RESOLUTION
concerning
LICENSURE AND ACCREDITATION
of a
BACHELOR OR ARTS IN
WOMEN'S AND GENDER STUDIES
at
EASTERN CONNECTICUT STATE UNIVERSITY
September 15, 2011

- WHEREAS, Under the authority formerly granted to the Board of Trustees for Connecticut State University System in Chapter 185b, Section 10a-87 and 10a-149 of the Connecticut General Statutes, the Chancellor of the Connecticut State University System is authorized to seek state approval for academic programs, and
- WHEREAS, Public Act #11-48 establishes that for the period between July 1 and December 31, 2011 such authority is extended with ratification pending by the newly created Board of Regents for Higher Education as the governing body for the Connecticut State University System, therefore be it
- RESOLVED, That the Board of Trustees for the Connecticut State University System approves Eastern Connecticut State University's proposal to offer a Bachelor of Arts in Women's and Gender Studies degree program, and be it further
- RESOLVED, That under the terms of current law, the Board of Trustees authorizes the Chancellor of the Connecticut State University System to seek licensure and accreditation of the Bachelor of Arts in Women's and Gender Studies degree program from the Board of Regents for Higher Education.

A Certified True Copy:

Richard J. Balducci, Vice Chairman

ITEM

Licensure and Accreditation of a Bachelor of Arts in Women's and Gender Studies at Eastern Connecticut State University

BACKGROUND

As the public liberal arts university in the state, Eastern Connecticut State University aims through this program to address one of the critical areas of human activity using a liberal arts context. The program addresses the understanding of how gender and women's issues shape social experiences. The university also frames the program within the stated emphasis of its Strategic Plan, including diversity, interdisciplinary and rigor of academic programs. The university has also declared its commitment to the study and promotion of social justice in a learning community environment.

ANALYSIS

The character and demands of Connecticut's workplace are changing as the role of women grows in importance and extent of their contributions. Many companies, corporations, government and private agencies are in need to incorporate in their ranks employees capable of understanding women and gender issues in areas such as personnel, media and public relations, employee training, social, health and other support services (including underserved populations). Grounding in the liberal arts and the interdisciplinary nature of the program provides necessary flexibility for graduates to apply their acquired knowledge, skills and competencies in a wide range of workplace settings in the state. Graduates of the program will also be prepared to pursue further academic study in fields such as law, health care, education and education administration, politics, business, psychology, and communication. ECSU will be the only public university in the state offering this major.

Graduates of the program will have an understanding of how human experiences are shaped by a range of social, economic, and political structures, and how gender is embedded in different forms of sexual, racial, class, and global hierarchies. The major requires that students take multi-disciplinary courses that address knowledge areas in the study of women and gender, as well as complete research and experiential learning components. The program includes: 36 credits of required courses including Women's Studies; Feminist Theories; Race, Gender and Culture (with US and International emphasis); Sexualities; Historical Perspectives; a writing intensive capstone; an Internship; and Electives from within the major. Courses belong to regular university listings in Anthropology, Art, English, French, Geography, History, Political Science, Psychology and Sociology, and include writing intensive required courses. The proposal presents the structure for the assessment of student learning outcomes in the program.

Courses will be taught by eighteen full-time, current members of the ECSU faculty in existing facilities. A program coordinator is in charge of budgeting, overseeing of coursework, academic advisement, and scheduling. The program is administered with the advice and consent of the already constituted ECSU Women's Studies Advisory Board.

CHANCELLOR'S RECOMMENDATION

Approve the proposal from Eastern Connecticut State University to offer a Bachelor of Arts in Women's and Gender Studies degree program.

RESOLUTION
concerning
LICENSURE AND ACCREDITATION
of a
BACHELOR OF SCIENCE IN FINANCE
at
EASTERN CONNECTICUT STATE UNIVERSITY
September 15, 2011

- WHEREAS, Under the authority formerly granted to the Board of Trustees for Connecticut State University System in Chapter 185b, Section 10a-87 and 10a-149 of the Connecticut General Statutes, the Chancellor of the Connecticut State University System is authorized to seek state approval for academic programs, and
- WHEREAS, Public Act #11-48 establishes that for the period between July 1 and December 31, 2011 such authority is extended with ratification pending by the newly created Board of Regents for Higher Education as the governing body for the Connecticut State University System, therefore be it
- RESOLVED, That the Board of Trustees for the Connecticut State University System approves Eastern Connecticut State University's proposal to offer a Bachelor of Science in Finance degree program, and be it further
- RESOLVED, That under the terms of current law, the Board of Trustees authorizes the Chancellor of the Connecticut State University System to seek licensure and accreditation of the Bachelor of Arts in Women's and Gender Studies degree program from the Board of Regents for Higher Education.

A Certified True Copy:

Richard J. Balducci, Vice Chairman

ITEM

Licensure and Accreditation of a Bachelor of Science in Finance at Eastern Connecticut State University

BACKGROUND

As the public liberal arts university in the state, Eastern Connecticut State University aims through this program to prepare individuals with the skills, knowledge, attitudes and values for successful performance in the finance field. The program is consistent with the university's 2008-2013 Strategic Plan, which calls for graduates who can "become productive and engaged community leaders in an economy driven by globalization and technology", blending professional preparation with a strong foundation in the liberal arts.

ANALYSIS

While an oversupply of general business graduates has been pointed out in some reports, proper segmentation of information by related fields reveals a more nuanced picture. Specifically, data from the Connecticut State Department of Labor (CT DOL) Training and Education Planning System projects 792 annual openings in financial management occupations through year 2018. CT DOL figures also show that in 2009-2010 there were 565 bachelor degree completers of finance-related programs from all Connecticut colleges and universities, suggesting a shortage of 227 finance graduates per year. ECSU has documented considerable student interest in this field, for which there is existing institutional capacity and expertise to offer a full-fledged finance program, partially absorbing enrolments in business and providing a more attractive option with higher employability prospects. To ensure continuous feedback and interaction with employers, the university is instituting a Finance Program Industry Advisory Group upon approval of this proposal.

The Finance Major entails 18 credits of Related Course requirements (including 6 credits that will apply to the Liberal Arts Core, LAC) 24 credits of courses in Business (3 credits applying to LAC), 18 credits of coursework in Finance (including a 6-credits internship), and 9 elective credits from a list that includes courses in Economics, Finance, and Business. Courses incorporating ethics, history, psychology, economics, accounting, marketing, management and computer science provide students the opportunity to access meaningful careers, pursue advanced study, and become productive and responsible members of their communities. Residency requirement in the program is 24 credits and students must maintain a minimum GPA of 2.5.

Courses will be taught by thirteen full-time, current members of the ECSU faculty in existing facilities. All courses in the program are existing courses.

CHANCELLOR'S RECOMMENDATION

Approve the proposal from Eastern Connecticut State University to offer a Bachelor of Science in Finance degree program.

09/14/11 Academic Affairs Committee

09/15/11 Board of Trustees

RESOLUTION

concerning

CONTINUATION OF THE
INSTITUTE OF TOURISM & HOSPITALITY RESEARCH (ITHR)

AT

CENTRAL CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Institute of Tourism and Hospitality Research for the State of Connecticut was established at Central Connecticut State University by Board Resolution #01-10, and

WHEREAS, The President of Central Connecticut State University has evaluated the work of the Institute of Tourism and Hospitality Research and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Institute of Tourism and Hospitality Research for the State of Connecticut at Central Connecticut State University and requires that the President of Central submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Institute of Tourism and Hospitality Research for the State of Connecticut at Central Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continuation of the Hospitality and Tourism Institute for the State of Connecticut at Central Connecticut State University.

BACKGROUND

The Hospitality and Tourism Institute for the State of Connecticut was established at Central Connecticut State University by Board Resolution 01-10 to assist Connecticut tourism in building a sound economic, business and research base and serve the needs of this industry in Connecticut. The Institute was proposed to provide students an entrée into the workforce and provide outreach and involvement in the local tourism industry.

ANALYSIS

Over the past five years, the Institute has been involved in research activities for such tourist attractions as the Mark Twain House, the Wadsworth Atheneum, Lake Compounce, and Mystic Seaport. As a vital interface with the University's degree program in Tourism and Hospitality, the Institute has provided 55 student internship placements at various venues and has also been involved in career placement. Over 200 students were involved in the various research projects.

The Institute plans to continue student involvement in research projects, internship placements, and faculty research, and enhance the university's image in this field. Also, since 2004 the Institute has become self-supporting under the aegis of the Institute for Technology and Business Development..

CHANCELLOR'S RECOMMENDATION

Accept the report of the President of CCSU to continue of the Hospitality and Tourism Institute for the State of Connecticut at CCSU and require an evaluation of the continuing operation of the Institute, including a financial report, by September 1, 2011. A sunset date of December 31, 2011 will be in force if the Institute is not recommended for continuance.

RESOLUTION

concerning

CONTINUATION OF THE CENTER FOR EARLY
CHILDHOOD EDUCATION

AT

EASTERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Center for Early Childhood Education for the State of Connecticut was established at Eastern Connecticut State University by Board Resolution 06-39, and

WHEREAS, The President of Eastern Connecticut State University has evaluated the work of the Center for Early Childhood Education and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Center for Early Childhood Education for the State of Connecticut at Eastern Connecticut State University and requires that the President of Eastern submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Center for Early Childhood Education for the State of Connecticut at Eastern Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continue the Center for Early Childhood Education (CECE) at Eastern Connecticut State University.

BACKGROUND

The Center for Early Childhood Education (CECE) exists to promote the positive development of young children. The Center serves as a hub for innovation where new approaches to improving the lives of children and families can be designed and studied. The Center also provides opportunities for faculty and students to develop best practices and provide research outcomes that will be shared with early childhood providers, social services, and government agencies dealing with children and family issues. The Center interacts with Eastern's Child and Family Development Resource Center and is affiliated with the Early Childhood Education program.

ANALYSIS

Under the direction of a Program Coordinator, the CECE works in four areas: 1) conducting innovative research that produce findings that have clear and significant implications for professional practice and the support of young children and families; 2) disseminating research findings in a variety of formats to early childhood professionals and policymakers; 3) providing both traditional and video-based professional development to current professionals; and 4) supporting teacher educators in their preparation of pre- and in-service teachers. The CECE has engaged students in the achievement of all four goal areas. Eight faculty from a variety of disciplines have collaborated on CECE research and professional development projects.

The CECE has been awarded a total of \$4,001,204 in grants and contracts since 2006. This funding has been used to:

- Conduct 11 research studies.
- Deliver over 100 workshops to teachers and paraprofessionals in Connecticut and sponsor a national conference for researchers and teacher educators.
- Provide over 4,000 hours of literacy coaching to preschool teachers in Windham.
- Develop 6 research briefs and 3 white papers for dissemination to early childhood professionals and policymakers, in addition to supporting the publication of numerous research articles in peer-reviewed journals.
- Launch the award-winning *e-clips* educational video podcast series and release a total of 22 training videos to share best practices with early childhood professionals.
- Launch the *Early Childhood Insights* audio podcast series.
- Engage 61 students in experiential learning opportunities, including research and development of training videos.

CHANCELLOR'S RECOMMENDATION

Approve the continuation of the Center for Early Childhood Education at Eastern Connecticut State University with a sunset date of December 31, 2016 will be in force if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

CONTINUATION OF THE CENTER FOR ADAPTIVE
TECHNOLOGY

AT

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Center for Adaptive Technology for the State of Connecticut was established at Southern Connecticut State University by Board Resolution 89-76, and

WHEREAS, The President of Southern Connecticut State University has evaluated the work of the Center for Adaptive Technology and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Center for Adaptive Technology for the State of Connecticut at Southern Connecticut State University and requires that the President of Southern submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Center for Adaptive Technology for the State of Connecticut at Southern Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continue the Center for Adaptive Technology at Southern Connecticut State University (SCSU).

BACKGROUND

The Center for Adaptive Technology was established through a Board of Trustees resolution in 1989. Since inception, the Center has had a three part mission: to provide assistive technology support for SCSU students with disabilities, to provide assistive technology support for SCSU students in education programs, and to provide assistive technology support for members of the community at large.

The Center is made up of two labs: the Adaptive Technology Lab in Engleman Hall which provides assistive technology solutions to SCSU students with disabilities and the Davis Educational Technology Resource Lab which provides assistive and educational technology support to students in education programs.

ANALYSIS

The Center for Adaptive Technology has continued to fulfill its original mission by providing access to a variety of assistive technology solutions to all three stakeholders described above. The Center has had an ever-evolving approach to providing services to SCSU students with disabilities. Initially the center employed a centralized model, where students were required to access all technology solutions in a central location, at the Adaptive Technology Lab. Today, the Center employs a distributive model where more and more assistive technology is loaned out to students. Through a \$358,000 grant from the Department of Social Services, the Center has been able to loan out laptops with assistive technology not only to SCSU students with disabilities but also to Connecticut school districts interested in learning more about assistive technology and members of the community who are in many cases housebound and whose interaction with the outside world is often limited to communicating through technology.

To fulfill the university's legal obligations, one of the primary functions of the Center has been to provide accessible, electronic text versions of academic materials to students with disabilities. To accomplish that goal the Center has averaged 100 technology loans per year and 258 electronic text requests per year. In addition to providing accessible text materials to SCSU students with disabilities, the Center has also provided the same services to ECSU, WCSU, and some of the community colleges.

To fulfill the mission of serving SCSU's students in education programs the Center has maintained a computer lab with over 100 educational and assistive technology titles. The Center's staff also provides support for students using those materials. In addition, the Center has provided an average of 10 classroom presentations a year to classes in a variety of departments.

To fulfill the mission of providing assistance to the community, in addition to the technology loans mentioned above, the Center has provided assistive technology evaluations, presentations to a variety of school districts and presentations to Connecticut students and parents.

CHANCELLOR'S RECOMMENDATION

Approve the continuation of the Center for Adaptive Technology at Southern Connecticut State University with a sunset date of December 31, 2016, if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

CONTINUATION OF THE CENTER FOR COMMUNITY AND
SCHOOL ACTION RESEARCH

AT

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Center for Community and School Action Research for the State of Connecticut was established at Southern Connecticut State University by Board Resolution 01-062, and

WHEREAS, The President of Southern Connecticut State University has evaluated the work of the Center for Community and School Action Research and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of The Center for Community and School Action Research for the State of Connecticut at Southern Connecticut State University and requires that the President of Southern submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, The Center for Community and School Action Research for the State of Connecticut at Southern Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continue the Center for Community and School Action Research (CCSAR) at Southern Connecticut State University.

BACKGROUND

There continues to be a significant need among school districts and schools across the State of Connecticut to improve teaching and learning. Connecticut's achievement gap between low-income urban students who are predominantly Black and Hispanic and their suburban White counterparts is the largest in the nation. Now more than ever there is a critical need to link research to practice using lessons learned to improve the preparation of teachers and to enhance the professional and instructional practices of teachers throughout the state and especially in low-performing schools. Furthermore, a related need is for SCSU professors and university students to be involved in meaningful and mutually rewarding ways in action research activities in communities and schools, in order to be positively influence educational practices and policies

The Center for Community and School Action Research (CCSAR) at SCSU has a refocused mission and newly aligned goals which position it to help in addressing more directly and effectively the achievement gap in Connecticut and related teaching and learning needs. CCSAR was founded by Dr. Norris Haynes, in the Fall of 1998, at the invitation of Dr. Rodney A. Lane, former Dean of the School of Education (SOE), who saw the need to connect SCSU students, faculty and administration to school and community-based research activities. In 2001 CCSAR received the distinction of becoming a Center of Excellence within the CSU system for a period of five years (ending 12/31/06). Under the guidance and support of Interim Dean James Grandfield, CCSAR's role has expanded to include the collection and analysis of all data in the School of Education related to educator preparation. CCSAR's evaluation reports and feedback were instrumental in meeting the internal and external assessment data requirements stipulated by National Council for Accreditation of Teacher Education (NCATE). During the 2004-2005 academic year, the School of Education was granted full accreditation at the initial teacher preparation and advanced preparation levels by NCATE. This accomplishment was due in large part to the analysis of data collected and the production of reports by CCSAR staff. In recent years, realignment of assessment functions has resulted in the assessment activities performed by CCSAR and most of CCSAR staff being transferred to the Office of Assessment and Planning.

With the arrival and fervent support of Dean Michael Sampson, CCSAR's role has been refocused to support pre-service educator preparation and in-service professional development activities through providing action research support for professional development schools and coordinating an articulation collaborative effort in child development and educational reform with the Yale University School of Medicine Child Study Center School Development Program. This renewed focus will position CCSAR to help make a significant difference in SCSU's efforts to help reduce and eventually eliminate the achievement gap in Connecticut. CCSAR will also participate in other important research and evaluation collaborative activities across the State.

It is worth noting that during its existence, since 2001, CCSAR has brought to SCSU over \$1,000,000 in grants and contracts, resulting in the Director, Dr. Norris Haynes being inducted in the SCSU Million Dollar Club.

This proposal is CCSAR's application to the Board of Trustees of the Connecticut State University System to maintain its distinction as a Center of Excellence within the CSU system for another five years.

ANALYSIS

CCSAR will contribute to effective pre-service preparation and in-service professional development in school districts and schools which will help to foster wholesome social, emotional and cognitive development among students, as well as to effective teaching and learning in public schools, resulting in a significant increase in the number of students who will experience academic growth and school success.

Objectives

- 1) Provide opportunities for SCSU professors and students to engage in collaborative research activities that will contribute to improved pre-service preparation of educators at SCSU.
- 2) Explore and examine issues related to the improvement of teaching and learning in schools.

3) Conduct collaborative projects with school districts, schools and other institutions and programs to help reduce and eventually eliminate the achievement gap in Connecticut schools

4) Conduct research on school climate and contextual factors that influence students' development and learning

5) Support the improvement of schools through involvement in and participation with the SCSU professional development schools initiative.

6) Coordinate the proposed articulation and partnership with the Yale Child Study Center, Comer School Development Program to infuse a stronger emphasis on culturally sensitive child development and school reform methods.

7) Disseminate research findings and share conceptual ideas on educational and social practices and policies to a wide audience, through publications, presentations, seminars and workshops.

CCSAR has served as a resource to faculty and students in providing collegial technical support on faculty research projects, students' master's theses and doctoral dissertations. CCSAR has sponsored or co-sponsored many symposia and colloquia and conducted SPSS training and action research workshops for faculty. Most recently, CCSAR has accomplished the following:

- Contributed to the preparation of surveys, the collection of data and the preparation of reports for NCATE, CACREP and NASP accreditation site visits before these duties were shifted to the Office of Assessment and Planning.
- Worked collaboratively with the Hamden Public Schools, Yale University faculty and School Psychology faculty at SCSU to obtain a grant for approximately \$30,000 to establish the Educational Care Collaborative in Hamden Connecticut.
- Applied for and received three collaborative faculty development grants designed to bring together local and national educational experts and practitioners to address the achievement gap.
- Applied for and received a collaborative faculty development grant to bring in the Director of Training for the National Assessment of Educational Progress (NAEP) database to conduct a training workshop on the use and application of the NAEP data
- Worked collaboratively with the Little Scientists organization to prepare and submit two grant applications to the National Science Foundation to support teaching and learning of science among preschoolers in Connecticut. The grants were reviewed, and suggestions have been offered for resubmission.
- Collaborated with Dr. Christine Broadbridge on her grant related to Interface Structures Phenomena (CRISP) funded through the National Science Foundation Materials Research Science and Engineering Center (MRSEC) programs.

CHANCELLOR'S RECOMMENDATION

Approve the continuation of The Center for Community and School Action Research (CCSAR) at Southern Connecticut State University with a sunset date of December 31, 2016, if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

CONTINUATION OF THE RESEARCH CENTER ON
COMPUTING AND SOCIETY

AT

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Research Center on Computing and Society for the State of Connecticut was established at Southern Connecticut State University by Board Resolution 89-007, and

WHEREAS, The President of Southern Connecticut State University has evaluated the work of the Research Center on Computing and Society and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Research Center on Computing and Society for the State of Connecticut at Southern Connecticut State University and requires that the President of Southern submit a report to the Chancellor of the CSU System evaluating the performance of the Research Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Research Center on Computing and Society for the State of Connecticut at Southern Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continue the Research Center on Computing and Society (RCCS) at Southern Connecticut State University.

BACKGROUND

The RCCS exists to “advance Computer Ethics as an academic discipline and to foster responsible use of information technology.” The exponential growth of the Information Revolution continually generates a remarkable number of social and ethical challenges, as well as many new positive opportunities. During the past two decades, growth of the Internet and an increasing number of portable computing devices, “smart” phones, and “social networks”, such as Facebook and Twitter, have dramatically impacted society. It is the responsibility of a university to prepare its students to enter the workforce and to be responsible citizens with knowledge and skills necessary to understand and cope with contemporary challenges and opportunities, including those associated with world-changing technology. The RCCS exists to help fill this need at Southern, and also to help other universities, and society in general, do the same.

ANALYSIS

The RCCS has four objectives: 1) to create and teach excellent Computer Ethics courses at the university level, and globally disseminate related model curriculum materials 2) to create and maintain one of the finest Computer Ethics websites in cyberspace; 3) to promote and carry out relevant research by means of sponsored conferences, visiting scholars, conference addresses and presentations, and a variety of publications; and 4) to promote cooperation among scholars and public policy makers on Computer Ethics projects, as well as to serve as a central source of information about relevant people, resources and organizations.

During the last two decades, including the past five years, the RCCS has pursued these goals with great success. Staff members have developed, with the help of Southern students, a national model course, which is part of the highly acclaimed NSF-funded SENCER Project. They also have created and published, again with help from Southern students, one of the most successful Computer Ethics textbooks worldwide. In addition, scholars and students across the globe regularly download model curriculum materials from the RCCS website. In 2008, three doctoral students – from China, Poland and the United Kingdom – were in residence at the RCCS to receive advice and assistance as they wrote their PhD dissertations. In the past two decades, the RCCS has co-created and co-directed international Computer Ethics conferences in the United Kingdom (twice), Spain (twice), the Netherlands, Italy (twice), Greece, Portugal, Sweden, Japan, China, and Argentina. Also, in the past five years, the RCCS has sponsored, on Southern’s campus, several research roundtables with visiting scholars from Yale, Dartmouth, University of Illinois at Springfield, Bemidji State University, De Montfort University (in the UK), Sacred Heart University, and East Tennessee State University. The RCCS website continues to be one of the top two or three Computer Ethics sites, as illustrated by the fact that a Google search using the phrase “computing and society” regularly places the RCCS site near the top of the first page of search results.

Given the current difficult budget situation, the RCCS can make do with 3 credits of faculty reassigned time per semester (\$2,838 per year for adjuncts) plus a student worker (\$5,000 Federal funds per year) and a web master (\$100/month on a service contract). External grant funds are currently being sought, and income-generating ways to reach out to the local community, such as continuing education courses, are under consideration.

For assessment purposes, the RCCS gathers information, and creates reports when asked to do so, to determine whether the above-described projects and activities continue to flourish on campus and worldwide.

CHANCELLOR’S RECOMMENDATION

Approve the continuation of The Research Center on Computing and Society at Southern Connecticut State University with a sunset date of December 31, 2016, if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

CONTINUATION OF THE CENTER FOR THE ENVIRONMENT

AND

RENAMING

AS THE

CENTER FOR ENVIRONMENTAL LITERACY AND
SUSTAINABILITY EDUCATION (CELSE)

AT

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Center for Environmental Literacy and Sustainability Education (CELSE) for the State of Connecticut was established at Southern Connecticut State University by Board Resolution 89-08, and

WHEREAS, The President of Southern Connecticut State University has evaluated the work of the CELSE and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the renaming and continuation of the Center for Environmental Literacy and Sustainability Education for the State of Connecticut at Southern Connecticut State University and requires that the President of Southern submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Center for Environmental Literacy and Sustainability Education for the State of Connecticut at Southern Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continue the work of the Center for the Environment and to expand its reach by approving the revision to the Center for the Environment to be renamed the Center for Environmental Literacy and Sustainability Education (CELSE) to reflect the current needs and activities of the university. The activities currently held under the Center for the Environment will be housed within the revised Center.

BACKGROUND

The Center for the Environment provides quality educational opportunities in science and environmental education to K-12 students, university students and community organizations. The primary outreach is through Outer Island located off the shore of Branford, Connecticut. Since the 1980s Outer Island has been managed by the U.S. Fish and Wildlife Service as part of the Stewart B. McKinney Wildlife Refuge. The partnership between the Wildlife Refuge and the Connecticut State University System provides access and opportunities for educational outreach and student and faculty research.

The initial resolution for the Center granted in 1988 included responsibility for academic programs as well as educational outreach and research. The academic programs identified in the original resolution have been housed within the Department of Science Education and Environmental Studies since the mid 1990s and no longer are included in the goals or activities of the Center.

The Center remains very engaged with educational outreach and research at Outer Island as reflected in the establishment of a weather station and live cam established this year. Yet, the needs of the environmental and science education communities have evolved since 1988. Environmental Literacy recommendations are being developed within Connecticut's K-12 schools and universities throughout the U.S. are experiencing a growing interest in sustainability education. In the effort to keep the mission and goals of the Center current and responsive to the needs of a changing Connecticut, a recommendation for a revision and renaming of the Center has been included in this report.

ANALYSIS

The Center for the Environment is successful in achieving the goals and outcomes as established in the 1988 CSU Resolution. Approximately 400 students participate in educational and research activities each year. K-12 and university students also make use of Outer Island for curricular and research projects.

As past changes to the "housing" of courses and current educational initiatives are influencing curriculum at the K-12 and university levels, the Center needs to adjust its course to include recent changes in environmental and science education. A revision has been included in this report to expand efforts to include the education and environmental communities.

CHANCELLOR'S RECOMMENDATION

Approve the renaming and continuation of the Center for the Environment as the Center for Environmental Literacy and Sustainability Education (CELSE) at Southern Connecticut State University with a sunset date of December 31, 2016, if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

THE CONTINUATION OF
THE CENTER FOR EXCELLENCE IN LEARNING AND
TEACHING

AT

WESTERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Center for Excellence in Learning and Teaching was established at Western Connecticut State University by Board Resolution 01-13, and

WHEREAS, The President of Western Connecticut State University has evaluated the work of the Center for Excellence in Learning and Teaching and has recommended its continuation, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the continuation of the Center for Excellence in Learning and Teaching at Western Connecticut State University and requires that the President of Western submit a report to the Chancellor of the CSU System evaluating the performance of the Center and recommending continuance or discontinuance by September 1, 2016, and be it further

RESOLVED, That the Center for Excellence in Learning and Teaching at Western Connecticut State University shall go out of existence on December 31, 2016, unless the Board of Trustees acts to the contrary.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Continuation of the Center for Excellence in Learning and Teaching at Western Connecticut State University.

BACKGROUND

The Center for Excellence in Learning and Teaching was established by the Board of Trustees in 2001 to promote excellence in learning and teaching at the university and in the greater Danbury educational community. Its name was changed in 2002 to redirect program emphasis on learning and the “transactional nature of the enterprise.”

ANALYSIS

The Center for Excellence in Learning and Teaching has been a well functioning, multidisciplinary academic enterprise that draws on the collective strengths and expertise of the faculty in various academic departments, university libraries, and Information Systems. CELT has been managed by an appointed Director and receives advice and consultation from an Advisory Committee consisting of seven elected and appointed faculty representing each of the four schools, plus one Dean (appointed on a rotating basis by the Provost); university Chief Information Officer. Advisory committee members receive no compensation or reassigned time. CELT is administratively under the office of the Provost/Vice President for Academic Affairs.

CELT has sponsored 17 well-received workshops and presentations in recent years; annual new faculty orientation participation has been high and evaluations favorable; faculty mentor program has successfully paired all new faculty seeking mentors with seasoned faculty. It funnels technology grants to faculty seeking to develop and implement innovative uses of technology in the classroom, and requires grantees to share their experiences with colleagues. CELT maintains a faculty mentor program which matches seasoned faculty with new faculty for the purposes of offering confidential support and guidance. CELT provides training for new faculty to help them acclimate to their new academic roles and maximize their success. CELT sponsors workshops from off-campus experts to share their knowledge with faculty. CELT has created a new website and a library resource page to help faculty access its services and teaching resources (e.g., media, books, articles, etc.); provides individualized consultation to faculty to help with teaching strategies and techniques; has begun purchasing written and multimedia educational materials for use by university personnel; and CELT has developed new brochures and information pamphlets for faculty.

CELT will continue to strengthen its core activities and help university faculty to improve their teaching and enhance student learning over the next five years to meet the challenges of a changing student body.

CHANCELLOR’S RECOMMENDATION

Accept the report of the President of Western Connecticut State University to continue the Center for Excellence in Learning and Teaching and require an evaluation of the continuing operation of the Center, including a financial report, by September 1, 2016. A sunset date of December 31, 2016 will be in force if the Center is not recommended for continuation.

09/14/11 Academic Affairs Committee
09/15/11 Board of Trustees

RESOLUTION

concerning

DISCONTINUATION OF
THE LOUIS AND JOAN SIRICO CENTER FOR ELDERS AND
THEIR FAMILIES

at

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

WHEREAS, The Louis and Joan Sirico Center for Elders and Their Families at Southern Connecticut State University was established by Board Resolutions 05-046 and 05-59 and last reapproved through Board Resolution 10-063, and

WHEREAS, The President of Southern Connecticut State University has evaluated the work of the Louis and Joan Sirico Center for Elders and Their Families and has recommended its discontinuance, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System accepts the recommendation of the Chancellor and the university President and hereby dissolves the Louis and Joan Sirico Center for Elders and Their Families at Southern Connecticut State University, effective December 31, 2011.

A Certified True Copy:

Louise H. Feroe
Acting Chancellor

ITEM

Discontinue the Louis and Joan Sirico Center for Elders and Families at Southern Connecticut State University.

BACKGROUND

The Center was established in 2005 under Board Resolutions 05-046 and 05-059 and last reapproved through Board Resolution 10-063. The center's mission was to address those issues affecting the quality of life of elderly citizens and to enhance the emotional, physical and spiritual health of the senior population. The core values identified within this mission include: 1) empowerment through information and education; 2) social justice; 3) advocacy; 4) information dissemination; and 5) community and professional education and research.

That mission and the Center's goals were derived from the established literature that clearly indicated Connecticut like other states would be facing a growing older adult population. Moreover, again in keeping with the literature, it was recognized that the majority of older adults would seek to remain in their homes and be cared for by both family members and community based agencies. Finally, it recognized that most health and human service professionals either in training or currently in practice had little or no explicit training in how to work with older adults, another issue also well-established in the literature.

ANALYSIS

The principal source of income for the Center had been the endowment income. This endowment income was withdrawn during FY 2011, leaving the Center without operating capital. Additionally, the operations of the center have been totally subsumed under the Office of the Dean in the School of Health and Human Services. Evaluation of the Center and its operations at this time indicate that the functions of the center can best be accomplished through the various departments and the Office of the Dean in the School of Health and Human Services.

Moreover, the Center has largely been inactive during the past two years particularly with the withdrawal of the founding donor's endowment. While some specific programs were offered during the past two years, most notably the conference on hoarding behavior in older adults, and the establishment of a hoarding task force in the City of New Haven, both of these programs were supported either by revenues raised by the event, the hoarding conference, or were paid for out of the operating funds of the Office of the Dean, School of Health and Human Services at Southern Connecticut State University. Evaluation of this center, particularly without the continued existence of endowment support, indicates that its goals can at this time be more appropriately and better meet either through the Office of the Dean, School of Health and Human Services, or through one of the Departments within the School of Health and Human Services.

In fact it is clear that from community input, the programs mentioned above were seen as being programs or support offered by the School of Health and Human Services, rather than as a program or support offered by the Louis and Joan Sirico Center for Elders and Their Families. In sum, the evaluation of the current activity and need for this center indicates that it is in the best interest of the University to discontinue the operations of the center, reducing a drain on the resources of the Office of the Dean of the School of Health and Human Services.

CHANCELLOR'S RECOMMENDATION

Approve the discontinuance of The Joan & Louis Sirico Center for Elders and Families at Southern Connecticut State University on its sunset date of December 31, 2011.

09/14/11 Academic Affairs Committee

09/15/11 Board of Trustees

RESOLUTION

accepting

THE ANNUAL REPORTS OF ENDOWED CHAIRS
IN THE CONNECTICUT STATE UNIVERSITY SYSTEM

September 15, 2011

- WHEREAS, Under the provisions of Section 10a-20a of the Connecticut General Statutes, the Board of Governors of Higher Education may establish and administer an Endowed Chair Investment Fund, and
- WHEREAS, Central Connecticut State University has received state support from the investment fund above for the Stanislaus A. Blejwas Endowed Chair in Polish and Polish American Studies, and for the William A. O'Neill Endowed Chair in Public Policy and Practical Politics, and
- WHEREAS, Eastern Connecticut State University has similarly received state support for the Endowed Chair in Sustainable Energy Studies, and for the Phyllis Waite Endowed Chair in Early Childhood Education, and
- WHEREAS, Southern Connecticut State University has similarly received state support for the Dorothy W. Goodwin Endowed Chair in Special Education, and
- WHEREAS, Western Connecticut State University has similarly received state support for the Macricostas Endowed Chair in Hellenic and Modern Greek Studies, and
- WHEREAS, Under the provisions of Section 10a-20f of the Connecticut General Statutes, an annual report of activities of the supported chairs is to be submitted to the Board of Governors of Higher Education, therefore be it
- RESOLVED, That the Board of Trustees accepts the annual reports of the above named Endowed Chairs, and be it further
- RESOLVED, That the Chancellor of the Connecticut State University System forward these reports to the Board of Governors for Higher Education.

A Certified True Copy:

Richard J. Balducci
Vice Chairman

ITEM

Annual reports of Endowed Chairs Investment Fund at the Connecticut State Universities

EXECUTIVE SUMMARY

The **Stanislaus A. Blejwas Endowed Chair in Polish and Polish American Studies** was inaugurated at CCSU in 1997 through the generosity of Connecticut's Polish Americans to promote and conduct scholarly and educational work as well as community outreach and awareness. The chair is named in honor of the late Dr. Stanislaus A. Blejwas, founder of CCSU's Polish Studies Program and the first person to be designated a CSU Professor by the Connecticut State University System. It is one of only two such chairs in the country -- the other being at Harvard University. Dr. Mieczyslaw B. Biskupski, an eminent Polish American scholar, was appointed to the endowed chair in 2002 and continues to hold that position.

The **William A. O'Neill Endowed Chair in Public Policy and Practical Politics**, housed at CCSU's Center for Public Policy and Social Research, was established in 2000 to honor the late Governor William A. O'Neill, who served from 1980 to 1991. The Chair promotes an understanding of the history, structure, people and policies of our State's government for both students and the larger community. The Chair's programs include active collaborations with various CCSU's academic departments, libraries, media services, and the United States Library of Congress. The Chair participates in a wide range of academic and applied research programs through direct instruction, development of campus-wide symposia, and collaboration in University outreach and community engagement activities. Mr. William M. Dyson remains as endowed chair. He was appointed in 2009.

The **Endowed Chair in Sustainable Energy Studies** was established at ECSU in year 2000 to enable all students to understand the crucial role and impact of energy resources and energy consumption in society. The Chair contributes to the preparation of students interested in post-graduation employment and advanced education in sustainable energy through the study of the scientific, environmental, economic, political and social implications of energy science and energy policy. Dr. Fred Loxsom, a distinguished scientist of national reputation, was appointed in 2004 and remains the endowed chair.

The **Endowed Chair in Early Childhood Education (ECE)** was established at ECSU in 2006, and renamed the **Phyllis Waite Endowed Chair in ECE** in 2009, to advance teaching and scholarly activity in this field. The Chair works in close collaboration with the Center for Early Childhood Education and the Child and Family Development Resource Center, both a part of the university's Margaret S. Wilson Child and Family Development Complex. Activities include research, professional development for teachers, graduate and undergraduate teaching, practicum supervision and consultancy. Dr. Jeffrey Trawick-Smith, was appointed to the endowed chair in 2008.

The **Dorothy W. Goodwin Endowed Chair in Special Education**, housed in the newly created Center of Excellence on Autism Spectrum Disorders at SCSU, was established in 2009 to promote evidence-based practices, conduct research, and teach our students and faculty about emerging best-practices in the field of education. The work involves cross-disciplinary collaborations with faculty in the departments of Communications Disorders, Exercise Science, Counseling and School Psychology, Social Work, Recreation and Psychology. The chair is vacant at the time of this report.

The **Constantine S. and Marie C. Macricostas Endowed Chair in Modern Greek and Hellenic Studies**, housed at the Center for the Study of Culture and Values at WCSU, was established with support from the Macricostas Family Foundation to promote scholarly work, curriculum development and outreach activities to schools and the community at large. The endowed chair works closely with the Center for the Study of Culture and Values to support scholarships and lecture series. The Endowed Chair is active in both the university setting by organizing faculty seminars and with community groups by providing lectures on classical topics. While a search for the endowed chair position continues, both Dr. Galina Bakhtiarova, Center Chair and Dr. Abbey Zink, Office of the Dean of the School of Arts and Sciences continue to oversee the related events.

CHANCELLOR'S RECOMMENDATION

Approve the Endowed Chair reports and request that the Chancellor forward them to the Board of Regents for Higher Education.

RESOLUTION

concerning

TUITION & FEE WAIVER AUTHORIZATIONS

September 15, 2011

WHEREAS, The Board pursuant to its statutory authority - Section 10a-99 of the Connecticut General Statutes (CGS) - "...shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university...", and

WHEREAS, Certain tuition waivers are prescribed by statute, other tuition and fee waivers are authorized by the Board, and

WHEREAS, Since 1989, the Board of Trustees has authorized the President of each university to waive all tuition and fees (or impose the registration fee, at his/her discretion) for any student from a Connecticut high school which has a *specific agreement* with a university within the Connecticut State University System for enrollment in up to two courses per semester for university credits on a space-available basis, and

WHEREAS, This authorization for waiver of tuition and fees did not extend to courses taken by the high school student for university credit during summer sessions, therefore be it

RESOLVED, That the tuition and fee waivers shown in Attachment I to this resolution are authorized by the Board of Trustees, and be it further

RESOLVED, That BR #09-70 is amended.

A True Certified Copy:

Louise H. Feroe
Acting Chancellor

Authorized Fee Waivers

1. **Veteran** - A fifty (50%) percent Extension fee waiver (summer and winter sessions) is authorized for any veteran without regard to his/her residence at the time of his/her service in the armed forces having served in time of war, as defined in Subsection (a) of Section 27-103 of the CGS, or who served in either a combat or combat support role in the invasion of Grenada, October 25, 1983, to December 15, 1983, the invasion of Panama, December 20, 1989, to January 31, 1990, or the peace-keeping mission in Lebanon, September 29, 1982, to March 30, 1984, who has been accepted for admission and is a resident of Connecticut,
2. **Dependent Child of MIA/POW** - A waiver of the Extension fee (summer and winter sessions) is authorized for any dependent child of a person whom the armed forces of the United States has declared to be missing in action or to have been a prisoner of war while serving in such armed forces after January 1, 1960, which child has been accepted for admission to such institution and is a resident of Connecticut,
3. **Senior Citizen (62 or older - part-time)** - A full waiver of the Extension fee (summer and winter sessions) is authorized for any Connecticut resident sixty-two years or older providing that at the end of the regular registration period there is space available in the course(s) in which they intend to enroll,
4. **Senior Citizen (62 or older - full-time)** - A waiver of the University Fee is authorized for any Connecticut resident sixty-two years or older who is enrolled in a degree-granting program pursuant to the provisions of Section 10a-99 of the CGS,
5. **Federal Internship Program** - A waiver of all fees except for tuition and the cost of student accident and sickness insurance for one semester is authorized for any Public Policy and Government major who participates in the Federal Internship Program in Washington, DC on a full-time basis and not able to avail themselves of services normally provided while on campus,
6. **Part-time International Student** - A waiver of part-time Tuition, General University Fee, the registration fee, and room and board for one semester, is authorized if approved by the university for any part-time international student whose home university has, in the judgment of the university president, provided services or waived tuition and/or fees of corresponding value for students and/or faculty of the Connecticut State University System. The university president will report annually by fiscal year the number of waivers, dollar amount, and justification for the waivers by July 15 to the Chancellor of the Connecticut State University System,
7. **Connecticut High School Student (enrolled in a university course)** (A) The president may waive all tuition and fees or may impose the registration fee at his/her discretion for any student from a Connecticut high school which has a *specific agreement* with a university within the Connecticut State University System for enrollment in up to two courses per semester or summer session for university credits on a space-available basis. (B) Academically qualified students *not covered by an agreement* between their school and a university may enroll in up to two courses per semester or summer session for university credits and will be charged the regular tuition and/or fees and registration fee. (C) A waiver of

the part-time Tuition and General University Fee is authorized for academically qualified students enrolled in up to two courses per semester for university credit in those cases in which an academic department of a university authorizes a high school faculty member(s) to teach those university courses at a high school under the department's supervision. *All students in these three categories will pay the transcript fee when ordering a transcript.*

8. **Resident Assistant** - The university is authorized to waive room and board for any Resident Assistant.
9. **Full-time Student Attending Another Connecticut Public Higher Education Institution** - Any matriculated full-time student enrolled at a public institution of higher education in Connecticut who has paid tuition at his or her college or university will be admitted on a space available basis without further charge to any course offered by a university within the Connecticut State University System provided the course is not offered at the student's college or university and the student's admission to such course(s) is recommended by the president or appropriate academic officer from his/her college or university. No student will be permitted to carry more than two courses in any semester without consent of the president of the host campus.
10. **Cross-registration Program of the Hartford Consortium of Higher Education** - A full-time undergraduate student enrolled at a member institution of the Consortium who has paid full-time tuition and fees at his/her institution may be permitted to enroll at Central Connecticut State University for up to two courses each semester for which she/he has the appropriate prerequisite qualifications without the payment of tuition and fees or the registration fee. *Student registration is contingent upon the fact that the course (s) is not available at his/her home institution, is on a space available basis, and that Central Connecticut State University students are afforded the same privilege. Lab fees or other special fees (e.g., private music lessons) are not waived under the provisions of this resolution.*
11. **Application Fee (Financially Needy)** - A waiver of the admissions application fee is authorized for any financially needy student, who (A) has taken the SAT I test using the SAT Fee Waiver; or (B) is a participant in CONNTAC-EOC or an equally recognized educational entity; or (C) is a participant CSU-sanctioned special access program such as CONNCAP or Upward Bound; or (D) in the opinion of the university president or designee has special circumstances.
12. **Graduate Interns – Full-time** – Graduate Interns enrolled at any university within the Connecticut State University System as full-time graduate students shall be required to pay full-time tuition, a University General Fee sufficient to defray the cost of student accident insurance, and student sickness insurance (if not waived by the student in accordance with Board policy), but the balance of the University General Fee as well as all other fees imposed by the Board shall be waived.
13. **Graduate Interns – Part-time** – Graduate Interns enrolled at any university within the Connecticut State University System as part-time graduate students shall receive a waiver of part-time tuition and all fees including summer session and winter session Extension fees up to a total maximum of 18 credit hours, provided the interns are enrolled in courses required for completion of their degree program.

ITEM

Tuition and Fee Waiver Authorizations

BACKGROUND

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

ANALYSIS

Since 1989, the Board of Trustees has authorized the President of each university to waive all tuition and fees (or impose the registration fee, at his/her discretion) for any student from a Connecticut high school which has a *specific agreement* with a university within the Connecticut State University System for enrollment in up to two courses per semester for university credits on a space-available basis. However, this authorization for waiver of fees did not in the past extend to courses taken by the high school student for university credit during summer sessions.

This action amends the existing Board resolution to modify the waiver language so that the authorization for waiver of tuition and fees applies to courses taken for university credits during summer sessions.

CHANCELLOR'S RECOMMENDATION

Approve the amendment of BR #09-70 to modify the waiver language as listed in the Attachment to the accompanying Board Resolution.

09/12/11 Finance and Administration Committee

09/15/11 Board of Trustees

RESOLUTION

concerning

FY2011-12 INSTITUTIONAL SPENDING PLANS AND
AUTHORIZED EXPENDITURE LEVELS
FOR
MANAGEMENT & CONFIDENTIAL PROFESSIONAL PERSONNEL
AND SUOAF-AFSCME ADMINISTRATORS

September 15, 2011

- WHEREAS, Pursuant to the provisions of Section 10a-89(a) of the Connecticut General Statutes, the Board of Trustees shall "... (1) Make rules for the government of the Connecticut State University system and shall determine the general policies of the university system, including...the expenditure of the funds of institutions under its jurisdiction within the amounts available;..." and
- WHEREAS, Board Resolution 92-31 provides that each university and the System Office shall submit a fiscal year spending plan proposal to the Board of Trustees for its approval, and
- WHEREAS, The spending plan proposal is required to project overall university expenditures and proposed spending levels for full-time positions by major fund source and National Association of College and University Business Officers (NACUBO) program classifications, and
- WHEREAS, Each university and the System Office has submitted spending plans for fiscal year 2011-12 to the Board of Trustees which are summarized in Attachments 1 through 3, and
- WHEREAS, The Board of Trustees has reviewed and discussed the spending plan proposals with the four University Presidents and the Chancellor, and finds the FY2011-12 spending plans appropriate to the System's present fiscal circumstances, and
- WHEREAS, The Board approves an overall spending level for all funds except for federal and private grants, bond funds, and intra/inter agency funds, therefore be it
- RESOLVED, That each President and the Chancellor shall ensure adherence to the approved spending plan, maintaining expenditure control within the spending caps established for SUOAF-AFSCME, and Management and Confidential Professional personnel categories, and be it further

RESOLVED, That the following levels of spending for each university, the System Office and Systemwide Direct are authorized for fiscal year 2011-12 and can be changed upon approval by the Chancellor, except for the System Office and Systemwide Direct which must be approved by the Board Chairperson:

System Office	\$5,787,807
Systemwide Direct	6,035,542
Mandates	750,324
Central Connecticut State University	183,064,289
Eastern Connecticut State University	106,602,032
Southern Connecticut State University	187,634,666
Western Connecticut State University	108,895,970

NOTE: Excludes federal and private grants, and bond funds

and be it further

RESOLVED, That the above authorized spending levels, combined with certain designated transfers as per Board policy and other permitted and required purposes, have the following effect upon the net assets of each University and the System:

System Office	\$0
Systemwide Direct	0
Mandates	0
Central Connecticut State University	16,044
Eastern Connecticut State University	11,514
Southern Connecticut State University	4,035
Western Connecticut State University	(704,056)

NOTE: Excludes, federal and private grants, and bond funds

and be it further

RESOLVED, That the University Presidents are authorized to establish and refill positions within approved spending caps, subject to approval by the Chancellor or his designee, and be it further

RESOLVED, That the following expenditure caps are placed on the SUOAF-AFSCME bargaining unit for each university, the System Office and Systemwide Direct for fiscal year 2011-12:

System Office	\$752,779
Systemwide Direct	1,636,324
Central Connecticut State University	16,478,723
Eastern Connecticut State University	10,707,417
Southern Connecticut State University	15,001,306
Western Connecticut State University	9,533,264

and be it further

RESOLVED, That the following expenditure caps are placed on the Managerial and Confidential Professional personnel for each university, the System Office and Systemwide Direct for the fiscal year 2011-12:

System Office	\$2,979,890
Systemwide Direct	1,354,113
Central Connecticut State University	4,647,621
Eastern Connecticut State University	3,777,822
Southern Connecticut State University	4,311,736
Western Connecticut State University	3,362,701

and be it further

RESOLVED, That for FY2011-12 each university is expected to raise projected full-time tuition revenues, as follows:

<u>CCSU</u>	<u>ECSU</u>	<u>SCSU</u>	<u>WCSU</u>
\$37,547,518	\$20,459,009	\$40,481,676	\$24,005,699

and be it further

RESOLVED, That while expenditures are authorized up to the limit of the spending plans summarized in this resolution, the Presidents and the Chancellor are encouraged to seek further economies in their operations during fiscal year 2011-12, and be it further

RESOLVED, That the Board of Trustees may request that each University, the System Office and Systemwide Direct submit a progress report on their spending plans at any time during the year as desired.

A Certified True Copy:

Richard J. Balducci
Vice Chairman

CONNECTICUT STATE UNIVERSITY SYSTEM

Dollar & Percentage Comparison - Educational & Auxiliary Services Revenues and Expenditures
Estimated FY 2010-11 and Budgeted FY 2011-12

	FY 10-11 Estimate	FY 11-12 Budget	Favorable (Unfavorable) \$ / % CHANGE	
CENTRAL				
Revenues	\$ 195,726,388	\$ 192,061,076	\$ (3,665,312)	-1.9%
Expenses	179,261,451	183,064,289	(3,802,838)	-2.1%
Transfers for Debt Service	(8,980,121)	(9,127,347)	(147,226)	-1.6%
+/- Before Other Transfers	7,484,816	(130,560)	(7,615,376)	-101.7%
Other Transfers	(6,714,703)	146,604	6,861,307	102.2%
Addition to (Use of) Funds	\$ 770,113	\$ 16,044	\$ (754,069)	-97.9%
EASTERN				
Revenues	\$ 115,155,340	\$ 113,296,715	\$ (1,858,625)	-1.6%
Expenses	100,596,140	106,602,032	(6,005,892)	-6.0%
Transfers for Debt Service	(7,820,798)	(7,905,777)	(84,979)	-1.1%
+/- Before Other Transfers	6,738,402	(1,211,094)	(7,949,496)	-118.0%
Other Transfers	(6,314,661)	1,222,608	7,537,269	119.4%
Addition to (Use of) Funds	\$ 423,741	\$ 11,514	\$ (412,227)	-97.3%
SOUTHERN				
Revenues	\$ 197,798,191	\$ 196,026,644	\$ (1,771,547)	-0.9%
Expenses	180,744,691	187,634,666	(6,889,975)	-3.8%
Transfers for Debt Service	(13,690,592)	(12,217,311)	1,473,281	10.8%
+/- Before Other Transfers	3,362,908	(3,825,333)	(7,188,241)	-213.8%
Other Transfers	(1,358,115)	3,829,368	5,187,483	382.0%
Addition to (Use of) Funds	\$ 2,004,793	\$ 4,035	\$ (2,000,758)	-99.8%
WESTERN				
Revenues	\$ 115,433,546	\$ 112,759,721	\$ (2,673,825)	-2.3%
Expenses	104,911,991	108,895,970	(3,983,979)	-3.8%
Transfers for Debt Service	(7,160,739)	(7,390,250)	(229,511)	-3.2%
+/- Before Other Transfers	3,360,816	(3,526,499)	(6,887,315)	-204.9%
Other Transfers	(3,246,854)	2,822,443	6,069,297	186.9%
Addition to (Use of) Funds	\$ 113,962	\$ (704,056)	\$ (818,018)	-717.8%
SYSTEM OFFICE				
Revenues	\$ 6,160,684	\$ 5,787,807	\$ (372,877)	-6.1%
Expenses	6,626,875	5,787,807	839,068	12.7%
Transfers for Debt Service	-	-	-	n.a.
+/- Before Other Transfers	(466,191)	-	466,191	100.0%
Other Transfers	(424,348)	-	424,348	100.0%
Addition to (Use of) Funds	\$ (890,539)	\$ -	\$ 890,539	100.0%
SYSTEMWIDE DIRECT				
Revenues	\$ 7,585,304	\$ 6,335,542	\$ (1,249,762)	-16.5%
Expenses	6,673,215	6,035,542	637,673	9.6%
Transfers for Debt Service	-	-	-	n.a.
+/- Before Other Transfers	912,089	300,000	(612,089)	-67.1%
Other Transfers	(934,121)	(300,000)	634,121	67.9%
Addition to (Use of) Funds	\$ (22,032)	\$ -	\$ 22,032	100.0%
CONSOL ADJ and MANDATES				
Revenues	\$ 1,566,505	\$ 1,350,324	\$ (216,181)	-13.8%
Expenses	966,505	750,324	216,181	22.4%
Transfers for Debt Service	-	-	-	n.a.
+/- Before Other Transfers	600,000	600,000	-	n.a.
Other Transfers	(600,000)	(600,000)	-	n.a.
Addition to (Use of) Funds	\$ -	\$ -	\$ -	n.a.
SYSTEM TOTAL				
Revenues	\$ 639,425,958	\$ 627,617,829	\$ (11,808,129)	-1.8%
Expenses	579,780,868	598,770,630	(18,989,762)	-3.3%
Transfers for Debt Service	(37,652,250)	(36,640,685)	1,011,565	2.7%
+/- Before Other Transfers	21,992,840	(7,793,486)	(29,786,326)	-135.4%
Other Transfers	(19,592,802)	7,121,023	26,713,825	136.3%
Addition to (Use of) Funds	\$ 2,400,038	\$ (672,463)	\$ (3,072,501)	-128.0%

ITEM

FY2011-12 Institutional Spending Plans and Authorized Expenditure Levels for Management and Confidential Professional Personnel and SUOAF-AFSCME Administrators.

BACKGROUND

Pursuant to the provisions of Section 10a-89(a) of the Connecticut General Statutes, the Board of Trustees shall "... (1) Make rules for the government of the Connecticut State University system and shall determine the general policies of the university system, including those concerning...the expenditure of the funds of the institutions under its jurisdiction within the amounts available;..." In addition, under the provisions of Board Resolution 92-31, dated April 3, 1992, the Board of Trustees granted to the Chancellor and University Presidents authority to establish and refill positions within approved spending caps. University spending caps may be adjusted during the fiscal year upon approval of the Chancellor. System Office spending cap adjustments are contingent upon approval of the Board Chairperson. Additionally, the Universities and the System Office are required to submit proposed spending plans to the Finance and Administration Committee for their review and subsequent recommendation to the Board for its approval.

ANALYSIS

The proposed FY2011-12 educational and general, auxiliary services and self-supporting spending levels for the Universities, the System Office, Systemwide Direct, and Mandates, were reviewed by the Finance and Administration Committee and other members of the Board during discussions with the Chancellor and his staff, and the Presidents of the universities and their staffs on May 11, 2011. The discussions covered a number of issues of concern to each university and the System Office, as well as issues relating to the educational and fiscal viability of our universities. Brief highlights of the major issues are discussed in the following paragraphs.

System Spending Projections

Overall, FY2011-12 spending projections for the System (including the four universities, System Office, Systemwide Direct, and Mandates, excluding grants, intra/inter agency, and bond funds) reflect an increase of 3.3% over estimated FY2010-11 expenditures, and virtually flat with budgeted FY2010-11 expenditures. The increase over FY2010-11 estimate reflects an increase in Personal Services expenses of 6.2%, primarily due to the 27th payroll, as well as the impact of partial-year contractual increases. The FY2010-11 projection includes positions that are filled, and positions that are expected to be approved, as well as three mandatory furlough days.

Student Enrollments

For FY2011-12, full-time undergraduate enrollment is projected to increase by 0.9% Systemwide, with Central projecting flat enrollment while Eastern, Southern, and Western are expecting continued growth of (1.0%, 2.0%, and 0.3%, respectively). CSUS has experienced growth in its full-time undergraduate enrollment of 47.5% since FY97; additionally, FTE is up 35.9% since FY96. While welcome, this growth increases the need for additional faculty and student services, including counseling, in order to meet the requirements of today's students and maintain the high quality educational experience that our students and the public have come to expect. However, current state funding levels, curtailed hiring, and the other impacts of the economic downturn including reduced interest income, continue to put pressure on our Universities' ability to respond to these needs.

Central Connecticut State University

Central projects educational and general, auxiliary services and self-supporting expenditures of \$183.1 million for FY2011-12, \$3.8 million or 2.1% greater than FY2010-11 estimate, and \$2.9 million or 1.6% lower than FY2010-11 budget. The \$3.8 million increase can be attributed mainly to an increase in Personal Services expenses of \$7.7 million or 6.3%. The main driver of this increase is the 27th payroll, as well as the impact of partial-year contractual increases. All Other Expenses are projected to decrease by \$1.6 million or 3.3%, due to cost containment initiatives. Institutional Financial Aid is budgeted to increase by \$0.3 million or 3.5%.

For FY2011-12, Central is projecting an addition to funds of \$16,044.

Eastern Connecticut State University

Eastern's educational and general, auxiliary services and self-supporting expenditures are projected to be \$106.6 million for FY2011-12, \$6.0 million or 6.0% higher than FY2010-11 estimate, and \$4.0 million or 3.9% higher than FY2010-11 budget. The \$6.0 million increase is primarily due to an increase in Personal Services expense of \$6.0 million or 8.4%. The main driver of this increase is the 27th payroll, as well as the impact of partial-year contractual increases. All Other Expenses are virtually flat compared to the prior year.

Eastern projects an addition to funds of \$11,514 for FY2011-12.

Southern Connecticut State University

Southern projects educational and general, auxiliary services and self-supporting expenditures of \$187.6 million for FY2011-12. This is an increase of approximately \$6.9 million or 3.8% over FY2010-11 estimate and \$1.4 million or 0.8% over FY2010-11 budget. The \$6.9 million increase is attributable to an increase in Personal Services expenses of \$8.1 million or 6.5% and All Other Expenses of \$2.1 million or 4.5%, partially offset by a decrease in Equipment Purchases of \$3.3 million. The increase in Personal Services expenses reflects the 27th payroll and the impact of partial-year contractual increases. The increase in All Other Expenses reflects increased services, insurance, food services, and repairs expenses.

Southern is projecting an addition to funds of \$4,035 in FY2011-12.

Western Connecticut State University

Western projects educational and general, auxiliary service and self-supporting expenditures of \$108.9 million for FY2011-12, an increase of \$4.0 million or 3.8% over FY2010-11 estimate and a decrease of \$0.4 million or 0.3% from FY2010-11 budget. The \$4.0 million increase reflects an increase in Personal Services expenses of \$4.1 million or 5.6%. The main driver of this increase is the 27th payroll and the impact of partial-year contractual increases. All Other Expenses are flat compared to the prior year.

Western is projecting a use of funds of (\$704,056) in FY2011-12.

System Office, Systemwide Direct, and Mandates

Systemwide Direct represents operating areas and initiatives for which expenses are being incurred in the System Office, but are actually for the direct benefit of the Universities. This refinement provides a more accurate picture of expenditure trends within the System Office and expenses incurred on behalf of the universities within Systemwide Direct. Comments and financial schedules attributable to Systemwide Direct are contained in a separate section which follows the System Office information. Both System Office and Systemwide Direct are projecting breakeven bottom lines.

System Office

The System Office is comprised of operations that are traditionally identified with the management of a university system and include the Chancellor's Office, Board Affairs, Academic Affairs, Human Resources and Labor Relations, Institutional Research, Finance and Administration, and Public Affairs.

Overall, the total budget for System Office has decreased by 7.9% or \$494,355 versus the FY2010-11 budget. Individual unit budgets have been closely scrutinized and tightly controlled to ensure that limited dollars are maximized to the greatest benefit of the System.

Systemwide Direct

Systemwide Direct includes the operations that directly support the needs of the universities as well as some operating expenses that are managed and paid for at a System level to maximize our purchasing power.

The overall expenses contained in the FY2011-12 budget for Systemwide Direct of \$6,035,542 represent a decrease of \$1,360,583 or 18.4% from the FY2010-11 budget.

Information Technology

Expenditures for Information Technology (ITS) represent the majority of the Systemwide Direct budget - 80% of the FY 2012 budget. The majority of the hardware and software maintenance and licensing activities budgeted in ITS is for Systemwide use. As in the past, the majority of the operating budget continues to support existing services.

During FY2011, the ITS Department was reorganized into four major functional areas – Enterprise Applications, Systems and Infrastructure, Telecom and Operation, and Project Management. The new organization structure will bring new focus to the unit, and improve efficiency.

Active planning began with the universities in order to upgrade system-wide technology infrastructure to support unified communications. The ITS led the development of new network, storage, and power standards. The Telecommunications unit upgraded the billing and accounting software Pinnacle CMS to its latest version and is leading a system-wide effort to remove student phones in Residence Halls. The project is estimated to produce an annual savings of \$80,000. Three telecommunication construction projects were completed in FY11, all at ECSU – the New Parking Garage, the Upgrade to the Data Center and the OSP Upgrade – North Campus loop. A number of new telecommunication construction projects were kicked off in FY11 and will continue in FY12 – the New Classroom building and Police Station at Central, the Softball Field & Locker Room facility at Eastern, the new Science building at Southern, and the Visual and Performing Arts building at Western.

In terms of applications, the support for the existing learning management system (LMS), eLearning Vista, will end in January 2013. An RFP, which was collectively developed by faculty representatives and instructional technologists from all four universities, is currently underway to select a replacement system. Once a replacement is selected, the migration will start immediately with the goal that all courses will be on the new LMS by Fall 2013. Migration to the new LMS will take both time and resources. It should be emphasized that trainings for faculty and students will significantly impact the success of the new LMS. All four universities also reached new highs in LMS usage.

We made significant progress in the server virtualization project. Server virtualization not only frees up floor space but also significantly speeds up service deployment. Almost 80% of the servers are now virtualized. A new system-wide disaster recovery (DR) strategy was developed and is currently being implemented. Under the new strategy, Central and Southern will serve as each other's warm DR site whereas Western, Eastern, and System office will use Central and Southern as cold DR sites. Additionally, the ITS team launched a new Change Management Process in which representatives from all five sites meet weekly to discuss operational risks associated with changes in the IT environment. Finally, the CSUS Systems and Infrastructure team is leading the system-wide initiative to migrate data backup from tape to disk, which is estimated to cut expenditures by 80%.

During FY11, the Applications team introduced two new applications: 1) CSUS Commons, which is a collaboration site that supports information sharing across the entire system. It is

currently being piloted by a small group of users and will be rolled out in FY12. 2) WebEX, which is a web conferencing application that supports on-demand online meetings. The Application team also completed the decommissioning of TPS and hosting at CSUSO and upgraded Banner and the associated Oracle database to its latest version.

Mandates

A budget of \$750,324 has been included in our FY2011-12 budget request to fund the Connecticut Department of Public Safety support of CSUS 2020.

Summary

The spending plan proposals have been reviewed by the Finance and Administration Committee and other members of the Board in consultation with the University Presidents and their staffs and the Chancellor and his staff. The spending plan proposals reflect the allocation of resources toward the achievement of institutional strategic plan goals in the face of challenging economic conditions.

CHANCELLOR'S RECOMMENDATION

The proposed FY2011-12 Institutional Spending Plans and Authorized Expenditure Levels for Management and Confidential Professional Personnel and SUOAF-AFSCME Administrators be approved.

091211 Finance & Administration Committee
091511 BOT

RESOLUTION

concerning

THE PURCHASE OF EQUIPMENT USED FOR RESEARCH
PURPOSES, LIBRARY MEDIA AND LIBRARY BOOKS

September 15, 2011

- WHEREAS, Section 10a-151a(a) of the Connecticut General Statutes provides that the Board of Trustees shall designate annually an amount to be spent by each university for the purchase of research equipment, library media and library books, and
- WHEREAS, Section 10a-151a(b) of the Connecticut General Statutes provides that the Chancellor of the Connecticut State University System shall report annually to the Board of Trustees the amounts expended for research equipment, library media and library books, and
- WHEREAS, The appended schedule reflects the actual amounts expended for fiscal year ended June 30, 2010, and the amounts estimated to be spent for fiscal year ending June 30, 2011 for the purchase of research equipment, library media, library books and periodicals for the four universities, therefore be it
- RESOLVED, That for the fiscal year ended June 30, 2012, the amounts shown on the appended schedule are designated to be spent by each university for the purchase of research equipment, and total library expenditures, including library media and library books.

A Certified True Copy:

Louise H. Feroe, Acting Chancellor

**CONNECTICUT STATE UNIVERSITY SYSTEM
PURCHASE OF EQUIPMENT FOR RESEARCH PURPOSES,
LIBRARY MEDIA, AND LIBRARY BOOKS**

	<u>ACTUAL FY2007</u>	<u>ACTUAL FY2008</u>	<u>ACTUAL FY2009</u>	<u>ACTUAL FY2010</u>	<u>ESTIMATED FY2011</u>	<u>REQUESTED FY2012</u>
<u>CENTRAL</u>						
LIBRARY BUDGET *	1,971,900	1,972,000	2,093,700	2,015,000	2,115,000	2,077,000
<u>Actual Expenditures:</u>						
Library Books	305,829	277,851	276,571	115,238	205,750	260,000
Periodicals	1,244,998	1,237,539	1,261,672	1,324,893	1,167,550	1,400,000
Electronic Periodicals	395,200	124,068	129,600	180,970	361,800	392,000
All Other Library Equipment	53,081	32,690	34,455	12,778	34,900	25,000
TOTAL LIBRARY EXPENDITURES	1,999,108	1,672,148	1,702,298	1,633,879	1,770,000	2,077,000
RESEARCH EQUIP. BUDGET	3,000	7,000	7,400	10,000	10,000	5,000
TOTAL RESEARCH EQUIP. EXP.	11,364	7,015	10,713	10,500	4,216	n.a.
<u>EASTERN</u>						
LIBRARY BUDGET *	930,757	976,126	1,034,751	979,210	982,628	884,365
<u>Actual Expenditures:</u>						
Library Books	252,125	256,244	291,180	278,918	221,402	203,404
Periodicals	466,149	484,065	520,559	478,547	519,813	477,557
Electronic Periodicals	110,500	120,000	114,580	190,258	211,776	194,560
Other	19,843	22,590	19,641	18,444	9,626	8,844
TOTAL LIBRARY EXP.	848,617	882,899	945,960	966,167	962,617	884,365
RESEARCH EQUIP. BUDGET	7,500	5,000	10,000	49,000	5,000	0
TOTAL RESEARCH EQUIP. EXP.	0	46,154	3,654	7,407	8,021	n.a.
<u>SOUTHERN</u>						
LIBRARY BUDGET *	2,132,100	2,204,510	2,204,510	2,094,510	2,124,975	1,999,975
<u>Actual Expenditures:</u>						
Library Books	499,171	664,003	528,987	390,443	390,443	367,443
Periodicals	178,589	226,907	632,171	129,450	129,450	121,450
Electronic Periodicals	779,915	1,361,576	977,653	1,562,344	1,562,344	1,470,344
Other	52,508	59,781	39,934	42,738	42,738	40,738
TOTAL LIBRARY EXP.	1,510,183	2,312,267	2,178,745	2,124,975	2,124,975	1,999,975
RESEARCH EQUIP. BUDGET	5,000	5,000	0	0	0	0
TOTAL RESEARCH EQUIP. EXP.	0	0	0	0	12,534	n.a.
<u>WESTERN</u>						
LIBRARY BUDGET *	759,000	859,000	959,000	1,059,000	1,184,000	1,084,000
<u>Actual Expenditures:</u>						
Library Books	209,781	135,910	294,824	251,401	251,401	251,401
Periodicals	294,491	308,230	431,801	382,347	422,347	422,347
Electronic Periodicals	83,498	101,911	159,147	98,291	108,291	108,291
Other	226,814	208,092	121,926	351,961	401,961	301,961
TOTAL LIBRARY EXP.	814,584	754,143	1,007,698	1,084,000	1,184,000	1,084,000
RESEARCH EQUIP. BUDGET	0	0	0	0	0	0
TOTAL RESEARCH EQUIP. EXP.	0	0	0	0	0	n.a.
<u>Systemwide Direct</u>						
LIBRARY BUDGET *	0	0	405,116	393,337	390,662	400,000
<u>Actual Expenditures:</u>						
Library Books	0	0	0	0	0	0
Periodicals	0	0	0	0	0	0
Electronic Periodicals	0	0	349,627	351,787	386,418	400,000
Other	0	0	0	0	0	0
TOTAL LIBRARY EXP.	0	0	349,627	351,787	386,418	400,000
RESEARCH EQUIP. BUDGET	0	0	0	0	0	0
TOTAL RESEARCH EQUIP. EXP.	0	0	0	0	0	n.a.
<u>Total</u>						
LIBRARY BUDGET *	5,793,757	6,011,636	6,697,077	6,541,057	6,797,265	6,445,340
<u>Actual Expenditures:</u>						
Library Books	1,266,906	1,334,008	1,391,562	1,036,000	1,068,996	1,082,248
Periodicals	2,184,227	2,256,741	2,846,203	2,315,237	2,239,160	2,421,354
Electronic Periodicals	1,369,113	1,707,555	1,730,607	2,383,650	2,630,629	2,565,195
Other	352,246	323,153	215,956	425,921	489,225	376,543
TOTAL LIBRARY EXP.	5,172,492	5,621,457	6,184,328	6,160,808	6,428,010	6,445,340
RESEARCH EQUIP. BUDGET	15,500	17,000	17,400	59,000	15,000	5,000
TOTAL RESEARCH EQUIP. EXP.	11,364	53,169	14,367	17,907	24,771	n.a.

*BR#08-49 (for all except FY09)

ITEM

The purchase of equipment used for research purposes, library media and library books for the Connecticut State University System.

BACKGROUND

Section 10a-151a(a) of the Connecticut General Statutes provides that the Board of Trustees shall designate annually an amount to be spent by each university for the purchase of research equipment, library media and library books. Section 10a-151a(b) of the CGS provides that the Chancellor of the Connecticut State University System shall report annually to the Board of Trustees the amounts expended for research equipment, library media and library books.

ANALYSIS

In FY2009-10, the Connecticut State University System expended \$6,160,808 (\$380,249 or 5.8% lower than budget) for the purchase of library media and library books. For FY2010-11, the universities and Systemwide Direct budgeted \$6,797,265 and project to spend \$6,428,010. This represents an increase of \$267,202 or 4.3% from the FY2009-10 level. For FY2011-12 expenditures are budgeted at \$6,445,340, virtually flat with FY2010-11 projected expenditures (\$17,330 or 0.3% over).

For FY2009-10, purchases of equipment for research purposes totaled \$17,907 for the Connecticut State University System. Projected research equipment expenditures for FY2010-11 and FY2011-12 are \$24,771 and \$5,000 respectively.

- For FY2009-10, Central's library purchases amounted to \$1,633,879, \$381,121 or 18.9% lower than budgeted. For FY2010-11, Central projects library purchases of \$1,770,000 to be \$345,000 or 16.3% below budget. This represents an increase of \$136,121 or 8.3% over FY 2009-10. For FY2011-12, it is projected that library expenditures of \$2,077,000 will increase \$307,000 or 17.3% above the prior year. Central spent \$10,500 in FY2009-10 for research equipment and expects to spend \$4,216 and \$5,000 in FY2010-11 and FY2011-12 respectively.
- For FY2009-10, Eastern's library purchases amounted to \$966,167, \$13,043 or 1.3% lower than budgeted. For FY2010-11, Eastern projects library purchases of \$962,617 to be \$20,011 or 2.0% below budget. This represents a decrease of \$3,550 or 0.4% from FY2009-10. For FY2011-12, Eastern is budgeting \$884,365, a decrease of \$78,252 or 8.1% below the FY2010-11 estimate. In the area of research equipment, Eastern spent \$7,407 in FY2009-10 and is projecting expenditures of \$8,021 in FY2010-11 and no expenditures in FY2011-12.
- For FY2009-10, Southern's library purchases amounted to \$2,124,975, \$30,465 or 1.5% above the budgeted amount. For FY2010-11, Southern projects library purchases of \$2,124,975, equal to both budget and the prior year. For FY2011-12, Southern is decreasing their budget by \$125,000 or 5.9% to \$1,999,975. In the area of research equipment, Southern reported no expenditures for FY2009-10 and estimates \$12,534 in FY2010-11. No expenditures are projected for FY2011-12.

- For FY2009-10, Western's library expenditures amounted to \$1,084,000, \$25,000 or 2.4% above budget. FY2010-11 expenditures of \$1,184,000 are expected to be equal to budget and \$100,000 or 9.2% above the prior year. For FY2011-12, Western is decreasing their budget by \$100,000 or 8.5% to \$1,084,000. In the area of research equipment, Western estimates no expenditures in FY2009-10, FY2010-11 or FY2011-12.
- Systemwide Direct FY 2009-10 Library related expenses were \$351,787, \$41,550 or 10.6% below budget. FY2010-11 expenditures are currently projected to be \$386,418, \$4,244 or 1.1% below budget and \$34,631 or 9.8% above prior year. For FY2011-12, a budget of \$400,000, \$13,582 or 3.5% greater than the FY2010-11 projection, has been requested.

CHANCELLOR'S RECOMMENDATION

Approval of projected expenditures for the purchase of equipment used for research purposes, library media, library books and periodicals for the four universities and Systemwide Direct for fiscal year 2012.

071510 Finance & Administration Committee
072110 BOT

RESOLUTION

honoring

JOHN A. DOYLE

September 15, 2011

- WHEREAS, John A. Doyle was appointed to the Board of Trustees for the Connecticut State University System by Governor Lowell P. Weicker, Jr. in 1993, and reappointed to subsequent terms by Governor John G. Rowland and Governor M. Jodi Rell; and
- WHEREAS, During his tenure Mr. Doyle served with honor and distinction as the Chairman of the Academic Affairs Committee, and on the Board's Executive Committee, several Presidential Assessment Committees and Search Committees for University Presidents and the System Chancellor; and
- WHEREAS, Mr. Doyle has been a vigorous advocate for the pursuit of scholarly excellence among members of CSUS faculty, providing stewardship, counsel and guidance to the CSU Professors and working with them in establishing the Board of Trustees Teaching and Research Awards; and
- WHEREAS, Mr. Doyle has demonstrated extraordinary devotion to CSUS for nearly two decades, reflecting an unwavering commitment to preserving the accessibility CSUS provides to first-generation students, and reflecting considerable pride in the advances of his alma mater CCSU and the entire system, and
- WHEREAS, Mr. Doyle concluded his service to the Board on June 30, 2011; therefore be it
- RESOLVED, That the Board of Trustees for the Connecticut State University System congratulates Mr. Doyle for his years of service to the Board, expresses its appreciation for his loyalty and his many contributions to the work of the Board, and extends to him its affection and best wishes for good health and good fortune in all future endeavors.

A Certified True Copy:

Richard J. Balducci, Vice Chairman

Louise H. Feroe, Acting Chancellor

RESOLUTION

honoring

JAMES E. DYER

September 15, 2011

- WHEREAS, The Honorable James E. Dyer, former CSU student trustee from Western Connecticut State University, former Mayor of Danbury, and former State Representative, passed away on July 26, 2011; and
- WHEREAS, Mr. Dyer was appointed by Governor John Dempsey while Mr. Dyer was still a student at Western Connecticut State College, thereby becoming the first student in the CSU System to serve as a trustee; and
- WHEREAS, Mr. Dyer's service continued after his graduation from college, with a subsequent appointment to a second term by Governor Ella T. Grasso; and
- WHEREAS, Mr. Dyer went on to serve as a member of the State House of Representatives and four terms as Mayor of the City of Danbury; and
- WHEREAS, Mr. Dyer's tenure both as a State Representative and Mayor of the City of Danbury included strong support and advocacy for Western Connecticut State University and access to public higher education; therefore be it
- RESOLVED, That the Board of Trustees for the Connecticut State University System extends deepest sympathy to the family of James E. Dyer as well as appreciation for his years of service to the Board of Trustees.

A Certified True Copy:

Richard J. Balducci, Vice Chairman

Louise H. Feroe, Acting Chancellor

RESOLUTION

concerning

A GIFT OF PARCELS OF LAND

FROM

THE ECSU FOUNDATION, INC.

TO

EASTERN CONNECTICUT STATE UNIVERSITY

September 15, 2011

- WHEREAS, In September 2008, the ECSU Foundation, Inc. (“the Foundation”) purchased a .24 acre parcel of land designated as 356 High Street in Willimantic, Connecticut; in April 2010, the Foundation purchased a .19 acre parcel designated as 312 High Street, also in Willimantic, and
- WHEREAS, Both of these parcels are residential properties adjacent to the Eastern Connecticut State University (Eastern) campus, and
- WHEREAS, On January 19, 2011 the Board of Directors of the ECSU Foundation, Inc., acted affirmatively to gift 312 High Street and 356 High Street, valued at \$124,000 and \$175,000, respectively, to Eastern in exchange for consideration of one dollar (\$1.00) each, and
- WHEREAS, Eastern’s acquisition of 312 and 356 High Street is part of a planned long term university effort to obtain contiguous High Street properties adjacent to Eastern to create a continuous extent of the campus boundary along High Street, and
- WHEREAS, Acquisition of 312 and 356 High Street affords an opportunity to more aesthetically develop the landscape across the High Street university frontage, and
- WHEREAS, 312 High Street’s location adjacent to Eastern’s new proposed Fine and Performing Arts Center also provides an opportunity to expand the Center’s available building site, and
- WHEREAS, The Board of Trustees for the Connecticut State University System recognizes the practical and esthetic values that these parcels contribute toward Eastern Connecticut State University, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System accepts the gifts of the 312 High Street and 356 High Street parcels from the ECSU Foundation, Inc., in exchange for consideration of one dollar (\$1.00) each, and expresses its gratitude to the Foundation for its generous gifts to the university, and be it further

RESOLVED, That the acceptance of these gifts is contingent upon approval by the Commissioner of the Department of Administrative Services, the State Properties Review Board, the Attorney General, and the Governor.

A Certified True Copy:

Richard J. Balducci
Vice Chairman

Louise H. Feroe
Acting Chancellor

ITEM

A Gift of Parcels of Land from the ECSU Foundation, Inc., to Eastern Connecticut State University

BACKGROUND

In September 2008, the ECSU Foundation, Inc. ("the Foundation") purchased a .24 acre parcel of land designated as 356 High Street in Willimantic, Connecticut; in April 2010, the Foundation purchased a .19 acre parcel designated as 312 High Street, also in Willimantic. Both of these parcels are residential properties adjacent to the Eastern Connecticut State University (ECSU) campus. The properties are valued at \$175,000 and \$124,000, respectively.

On January 19, 2011 the Board of Directors of the ECSU Foundation, Inc., acted affirmatively to gift 312 High Street and 356 High Street to ECSU, in exchange for consideration of one dollar (\$1.00) each.

ANALYSIS

ECSU has had a long term commitment to obtaining contiguous High Street residential properties that are adjacent to the university. The incorporation of these properties as part of the campus has enabled the university to create a continuous extent of the campus boundary along High Street. The acquisition of 312 and 356 High Street and site development of both properties will aid in ECSU's continued effort to more aesthetically develop the landscape across the High Street university frontage. The acquisition of 312 High Street will also afford an opportunity to expand the proposed Fine and Performing Art Center building site.

State statute and Board policy require that gifts of real property be approved by the CSUS Board of Trustees, the Commissioner of the Department of Administrative Services, the State Properties Review Board, the Attorney General, and the Governor. After all approvals have been obtained the State Treasurer will be advised of the gifts.

CHANCELLOR'S RECOMMENDATION

Approve the gifts of land from the ECSU Foundation, Inc., to Eastern Connecticut State University in exchange for consideration of one dollar (\$1.00) for each property, contingent upon approval of the gifts by the Commissioner of the Department of Administrative Services, the State Properties Review Board, the Attorney General, and the Governor.

9/12/11 BOT Exec Comm

9/15/11 BOT

**BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
REGULAR MEETING
MINUTES**

9:00 a.m., Wednesday, May 11, 2011
System Office, 39 Woodland Street, Hartford, CT

TRUSTEES PRESENT

Richard J. Balducci, Vice Chairman
Theresa Eberhard Asch, Secretary
Michael A. Caron
Andrew Chu
John A. Doyle
Angelo J. Messina
John H. Motley

Scott A. Nolan
Peter M. Rosa
Ronald J. Pugliese
John R. Sholtis, Jr.
John P. Sullivan
Gail Hill Williams

TRUSTEES ABSENT

Elizabeth S. Gagne
Mercedes DeMasi

Ryan C. Sheehan

OTHER OFFICIALS

Louise H. Feroe, Acting Chancellor, Connecticut State University System (CSUS)
Jack W. Miller, President, Central Connecticut State University (CCSU)
Elsa Nuñez, President, Eastern Connecticut State University (ECSU)
Stanley F. Battle, Interim President, Southern Connecticut State University (SCSU)
James W. Schmotter, President, Western Connecticut State University (WCSU)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate for Board Affairs

CALL TO ORDER

Vice Chairman Balducci called the meeting to order at 9:00 a.m., and, following roll call, declared a quorum present.

ADOPTION OF AGENDA

Vice Chairman Balducci requested a motion to adopt the agenda as presented. **On a motion by Trustee Sholtis, seconded by Trustee Pugliese, the agenda as presented was adopted.**

APPROVAL OF MINUTES

Vice Chairman Balducci requested a motion to approve the [Minutes of the April 7, 2011 Meeting](#); on a motion by Trustee Sholtis, seconded by Trustee Eberhard Asch, the minutes were unanimously approved.

CHANCELLOR'S REPORT

Acting Chancellor Louise H. Feroe offered an update on both ongoing and future activities and events, which included the status of the SCSU President Search, CPTV Education vs. Incarceration film premiere, the upcoming commencements and the Barnard Awards dinner. Dr. Feroe offered her best wishes and appreciation to Vice Chancellor for Finance and Administration Pamela J. Kedderis upon the occasion of her retirement after years of dedicated and outstanding service to the System. She concluded by noting that despite current fiscal challenges and reorganization proposals for administration of higher education, the universities of the System are continuing the work of their missions.

AUDIT & RISK MANAGEMENT COMMITTEE

Trustee Sholtis reported that the Audit and Risk Management Committee met on Thursday, May 5th. At the meeting PricewaterhouseCoopers, the independent auditors for the CSU System, presented a status of the IT Security Vulnerability Assessments currently underway at the System Office and three of the four universities, and reviewed their plan for the audit of the fiscal year 2011 Combined Financial Statements of the CSU System.

Trustee Sholtis noted that in terms of the IT Security Vulnerability Assessments, PWC indicated that they were currently in the process of vetting their findings and conclusions with the universities, and that the final reports would be completed in the next few months. They offered a high level review of themes and risks that they had found during their assessments, and indicated that standardization was the key to security control.

Regarding their audit plan for fiscal year 2011, Trustee Sholtis offered the following:

- This will be the first year of a five year audit arrangement with PwC for the audit of the System's combined financial statements. The PwC engagement team for the 2011 audit contains some slight changes, including the introduction of a new Manager. However, the lead engagement partner, Lee Ann Leahy, remains the same, and the Information Technology

Partner and Director conducting the Security Vulnerability Assessments are also members of the engagement team. No impact is expected as a result of the revisions.

- The audit approach is a top-down, risk-based approach, which is constantly reassessed throughout the audit process. Two areas considered to be of significant risk at the outset are the risk of management override of the control environment, and the risk of fraud in revenue recognition. All other areas are considered to be of normal risk.
- PwC will begin their interim field work this month, and work through July. The year-end field work will take place in September and October, with financial statement and Management Letter completion anticipated in mid-November and a final report to the Audit Committee and the Board scheduled for December.

Trustee Sholtis further noted that Committee members were provided with an overview of the final Auditors of Public Accounts report for the FY2007-2008 and FY2008-2009 System Office Compliance Audit. There were five findings, all but one of which have been fully addressed.

The Committee also heard a report from Mr. Mitch Knight, the director of Internal Audit, on the status of Internal Audit activities.

ACADEMIC AFFAIRS COMMITTEE

While there were no action items to report from the Academic Affairs Committee, Committee Chairman offered his thanks and appreciation to Prof. Matthew Warshauer on his exemplary efforts in organizing Connecticut's commemoration of the Sesquicentennial of the Civil War. A copy of a letter to Prof. Warshauer, signed by VC Balducci and Trustees Doyle and Pugliese, was distributed to all in attendance and is appended to the minutes as Attachment A.

DEVELOPMENT COMMITTEE

Trustee Pugliese reported that the Committee met on Thursday, May 5th in a special meeting to act upon President Miller's recommendation to [name the new engineering Lab at Central Connecticut State University in honor of Anthony and Helen G. Bichum](#).

Referencing the associated staff report, Trustee Pugliese noted that Mr. Anthony Bichum was a man with no more than an elementary school education, who quietly amassed considerable wealth during his lifetime through long-term investing and became one of Central's most generous benefactors. [On a motion by Trustee Pugliese, seconded by Trustee Pugliese, the resolution naming the new](#)

engineering Laboratory in honor of Anthony and Helen G. Bichum was unanimously approved.

Trustee Pugliese also noted that the Committee endorsed the naming recommendations approved by the Executive Committee on May 5th.

FINANCE AND ADMINISTRATION COMMITTEE

Trustee Messina reported that the Finance and Administration Committee met on Thursday, May 5, 2011 and had four items to bring before the Board.

Promotion and Tenure Recommendations AY 11-12. Trustee Messina noted that recommendations for faculty promotion and tenure for academic year 2011-12 were received from each of the four University Presidents, accepted by the Chancellor, and approved by the Finance and Administration Committee. **On a motion by Trustee Messina, seconded by Trustee Pugliese, the promotion and tenure recommendations as presented were unanimously approved.**

Yellow Ribbon GI Education Enhancement Program. Trustee Messina noted that the Yellow Ribbon GI Education Enhancement Program is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. The program allows degree granting institutions of higher learning in the United States to voluntarily enter into an agreement with the Veterans Administration to fund tuition and required fees that exceed the maximum amount covered by the Post 9/11 GI Bill. The law allows institutions of higher education to contribute up to 50% of the excess, which the VA will match the balance.

On June 11, 2009, the Board of Trustees, through BR #09-45, authorized the four universities to enter into a Yellow Ribbon Agreement with the VA, with the university contribution provided in the form of a Yellow Ribbon Waiver. The Yellow Ribbon Waiver was authorized for a maximum of 50 individuals each year at Central and Southern, and 25 individuals each at Eastern and Western; with a maximum waiver per person of \$2,000.

When originally implemented, the Yellow Ribbon Program funded tuition and required fee expenses that exceeded the “highest” public in-state undergraduate tuition and fee rates, which was the maximum amount that the Post-9/11 GI Bill would cover for eligible veterans. However, effective August 1, 2011, a new law passed by Congress (the “Post-9/11 Veterans Educational Assistance Improvements Act of 2010”) decreased the maximum amount covered by the Post-9/11 GI Bill to the in-state tuition and fees (undergraduate, graduate or doctoral) at the public institution actually attended by the veteran. All other provisions of the Yellow Ribbon Program remain the same.

As a result, the \$2,000 maximum waiver currently provided by CSUS Universities may not fully cover the shortfall in costs of tuition and fees for certain veterans, since any eligible veteran who is an out-of-state student at CSUS will exceed this new maximum. To restore full Yellow Ribbon coverage to all eligible veterans, it is recommended that effective August 1, 2011, the maximum amount of Yellow Ribbon waiver provided per individual in any given academic year be equal to “one-half of the differential between in-state and out-of-state tuition and required fees for the particular program in which the student is enrolled, with the VA matching the balance.

As a point of information and highlighting the pressure on the federal budget, this same Federal legislation mandates that the Federal Government be the “payer of last resort” regarding any tuition and fee benefits provided to Veterans. Previously, the tuition waiver provided to veterans by our universities under state statute was applied after the provision of Federal benefits. But with this new legislation, the state waiver will be applied first, prior to the provision of federal benefits. This will result in an aggregate cost shift from the federal government to our four universities of approximately \$2 million. Despite this cost shift, Trustee Messina noted it is believed providing our veterans with access to an affordable college education is the right policy to continue.

On a motion by Trustee Messina, seconded by Trustee Pugliese, the resolution concerning the Yellow Ribbon G.I. Education Enhancement Program was unanimously approved.

Relinquishment of Care, Custody and Control of the Danbury Armory to the City of Danbury. Trustee Messina advised that the Department of Public Works transferred custody of the Danbury Armory to CSUS in late 1993. Western has been using the basement for storage and the gymnasium for intercollegiate and recreational activities. In addition, since 1999 Western has been leasing a portion of the Armory to a non-profit agency, the Harambee Center for Youth and Community Services.

In 2007, Special Act 07-11, (“An Act Concerning the Conveyance of Certain Parcels of State Land”), stipulated that the Danbury Armory be conveyed to the City of Danbury, no earlier than January 1, 2011. At the time of passage of this Special Act, the relinquishment of this property did not come before the Board of Trustees for action. The resolution offered would ratify the conveyance of the Armory to the City of Danbury, which the statute already conveyed. **On a motion by Trustee Messina, seconded by Trustee Pugliese, the resolution concerning Relinquishment of Care, Custody and Control of the Danbury Armory to the City of Danbury was unanimously approved.**

Use of Designated Fund Balances to fund three separate repair projects at the Institute of Technology and Business Development (ITBD) Building in New Britain. Trustee Messina noted that the following three projects were important for health and safety reasons, and were not included in CSUS 2020.

Project #1: Structural Repairs to the ITBD garage. In January 2011, CCSU discovered signs of deterioration in the ITBD parking garage structure. The garage was closed to pedestrians and vehicle access, and a structural engineer was retained to assess the garage's structural integrity and provide corrective measures. During January and February, under the direction of the structural engineer, areas of the parking garage were temporarily shored up. The garage currently remains closed, and Central has temporarily contracted for ITBD parking in an adjacent parking garage owned by the City of New Britain. The structural evaluation was completed in March, 2011. Major recommended structural repairs in specific locations consist of concrete replacement around columns, steel beam replacements, steel beam reinforcing, structural steel repainting, the installation of approximately 15,200 SF of flexible waterproofing membrane, sealing of approximately 1,500 LF (linear feet) of concrete floor deck cracks, and miscellaneous other minor structural repairs. Costs for this project will not exceed \$630,000.

Project #2: Roof Repairs to the ITBD Building. The existing roof on the ITBD building has exceeded its useful life, contains numerous patches, and has begun to split and crack across a majority of the roof area. There is prolonged water ponding on the roof. These poor roof conditions, if not corrected, may result in the development of mold within the interior of the building. The proposed new roof system will increase the building's energy efficiency and meet LEED/OPM guidelines for an Energy Star system. Additional work includes repointing the brick exterior at the stair tower and, in specific areas, the installation of gutters and downspouts. Costs for this project will not exceed \$600,000.

Project #3: Installation of a canopy over the exposed portions of the Parking Garage. The footprint on the north and south sides of the ITBD two-story parking garage is larger than the four story office tower above the garage, exposing the garage floor to the elements. Excessive snow accumulation and rainwater travels off the office tower building face and penetrate the upper level garage concrete floor slab, contributing to the structural damage that has occurred in the garage. In order to keep water and snow off the floor slab and deter future structural deterioration, a steel frame canopy with a plexi-glass roof would be built on the north and south sides of the garage.

Costs for this project will not exceed \$300,000. The Finance and Administration Committee concluded that these three projects were independent of one another and not intended to avoid any authorization or approval levels. **On a motion by Trustee Messina, seconded by Trustee**

Pugliese, the resolution concerning Use of Designated Fund Balances to fund three separate repair projects at the Institute of Technology and Business Development (ITBD) Building in New Britain was unanimously approved.

Trustee Messina further noted that the Committee reviewed two information items, including the current status of CSUS 2020 Projects. The Committee was informed that all of the CSUS 2020 projects are now on or close to schedule; with two projects that previously had been delayed now back on track. The Committee reviewed the Quarterly Operating Fund Report for the Third Quarter of Fiscal Year 2011, provided to the Department of Higher Education. Revenues and expenditures are on schedule with the budget, and comparable to last year's progression.

Trustee Messina reminded trustees that they were all welcome to participate in the spending plan hearings with the universities and the System Office, taking place immediately following the morning's Board of Trustees meeting. Ten years ago nearly half of all of CSUS' operating funds came from the State; today it comprises 40%, still a significant portion. The universities and the System have worked aggressively over the past four fiscal years to reduce costs. While over \$44 million of costs have been saved or avoided as a result of these diligent efforts, even more needs to be done to close the gap arising from declining State funding. Regardless of structure, the State and our Universities must find ways of continuing to provide the students of Connecticut with access to an affordable higher education. And that is the purpose of today's spending plan hearings.

In concluding, Trustee Messina offered, on behalf of the members of the Finance & Administration Committee, sincere thanks and appreciation to Pam Kedderis, Vice Chancellor for Finance & Administration, who, as Dr. Feroe previously announced, would be retiring after a distinguished and committed service to the Connecticut State University System. Trustee Messina noted that VC Kedderis' insight and counsel was highly valued and would be sorely missed.

EXECUTIVE COMMITTEE

Vice Chairman Balducci noted the Executive Committee met Thursday, May 5 and received an update on pending litigation from Chancellor Feroe and David Trainor, along with the status of proposed state legislation and the potential impact on CSUS. The Executive Committee voted on several naming recommendations at the universities, however, given the anticipated changes in higher education being considered by the legislature, VC Balducci noted that he had directed staff not to include those items on the May 11, 2011 meeting agenda.

VC Balducci noted that the Committee approved two resolutions [Honoring Student Trustees Andrew Chu from Southern Connecticut State University](#) and [Mercedes DeMasi from Western Connecticut State University](#). While Trustee DeMasi was not in attendance to receive her resolution, VC Balducci noted that he believed he spoke for all members of the Board in applauding her for her conscientious participation as a Trustee. VC Balducci presented Andrew Chu with his resolution, noting that Andrew was initially appointed to fill the remainder of a former student trustee's term and went on to be re-elected by his peers to serve an additional 2-year term. Trustee Chu accepted the resolution offering his thanks and appreciation those Board members present and also thanked former BOT Chairs Lawrence McHugh and Karl Krapek as well as former CSUS Chancellor David Carter. **On a motion by Trustee Messina, seconded by Trustee Pugliese, the resolutions [Honoring Student Trustees Andrew Chu from Southern Connecticut State University](#) and [Mercedes DeMasi from Western Connecticut State University](#) were unanimously approved.**

CHAIRMAN'S REPORT

VC Balducci echoed the remarks offered by both Dr. Feroe and Trustee Messina relating to VC Kedderis extending the Board's best wishes and appreciation. He also offered reminders regarding the evening's Barnard Awards dinner and CSUS Day at the Capitol, scheduled for May 18.

VC Balducci thanked those members of the trustees whose terms were ending in June 2011, reminding trustees that their term of service continued until reappointed or a success is named.

ECSU President Nuñez expressed her appreciation to VC Kedderis for the leadership and guidance she provided and wished her well in her retirement.

ADJOURNMENT

Vice Chairman Balducci requested a motion to adjourn. Trustee Messina so moved; Trustee Sholtis seconded the motion and the meeting was adjourned at 9:40 a.m.

Respectfully submitted,

Theresa Eberhard Asch, Secretary



Connecticut State University System

39 Woodland Street • Hartford, CT 06105-2337 • (860) 493-0013 • www.ctstateu.edu

BOARD OF TRUSTEES

May 11, 2011

Dr. Matthew Warshauer
Co-chair, Connecticut Civil War Commemoration Commission
Central Connecticut State University
1615 Stanley Street
New Britain, CT 06050

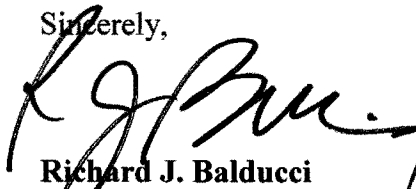
Dear Dr. Warshauer:

Please allow us to extend our commendation and appreciation to you for your exemplary efforts in spearheading and organizing Connecticut's commemoration of the Sesquicentennial of the Civil War.


From your preliminary planning efforts to the opening ceremonies at Central Connecticut State University and the State Capitol, you gave selflessly of your time and expertise. It is without question that your commitment and dedication to this observance was directly responsible for thousands from across the state having the opportunity to not only learn about the Civil War and its implications for the present day, but also to visit the CCSU campus and gain a greater understanding of what the state university system has to offer the citizens of Connecticut.

By copy hereof, we are proud to share this communication with the members of the Board of Trustees so that they, too may have an opportunity to recognize your leadership in engaging the State of Connecticut in commemorating the 150th anniversary of the this nation's Civil War.

Sincerely,


Richard J. Balducci
Vice Chairman
Board of Trustees


John A. Doyle
Chairman
Academic Affairs Committee


Ronald J. Pugliese
Chairman
Development Committee

cc: Members, CSUS BOT
Dr. L. H. Feroe, Acting Chancellor
Dr. J. W. Miller, CCSU President

/ef
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SPECIAL MEETING
VIA TELECONFERENCE
BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
originating from
Boardroom, System Office, 39 Woodland Street, Hartford, CT
MEETING MINUTES – OPEN SESSION
June 23, 2011 – 8:00 a.m.

TRUSTEES PARTICIPATING

Richard J. Balducci, Vice Chairman
Theresa J. Eberhard-Asch, Secretary
Andrew Chu
Mercedes DeMasi
John A. Doyle

John H. Motley
Scott Nolan
Ronald J. Pugliese
Peter M. Rosa
John R. Sholtis, Jr.

TRUSTEES ABSENT :

Michael Caron
Elizabeth Gagne
Angelo J. Messina

Ryan Sheehan
Fr. John P. Sullivan
Gail H. Williams

OTHER OFFICIALS PARTICIPATING

Louise H. Feroe, Acting Chancellor, Connecticut State University System (CSUS)
Jack W. Miller, President, Central Connecticut State University (CCSU)
Elsa Nuñez, President, Eastern Connecticut State University (ECSU)
Stanley Battle, Interim President, Southern Connecticut State University (SCSU)
James W. Schmotter, President, Western Connecticut State University (WCSU)
David P. Trainor, Associate Vice Chancellor & Executive Assistant to the Chancellor (CSUS)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate for Board Affairs

CALL TO ORDER

Following a roll call, Vice Chairman Balducci called the meeting to order at 8:00 a.m., declaring a quorum present.

EXECUTIVE SESSION

Vice Chairman Balducci noted the meeting had been called for the purpose of discussion and possible votes of matters listed on the agenda related to collective bargaining. VC Balducci **requested a motion to go into Executive Session for the purpose of discussing matters related to collective bargaining, specifically the Agreements between CSU-AAUP and SUOAF and the CSUS board of Trustees, and a proposed revision to longevity for management/confidential professional staff.. Trustee Rosa so moved; Trustee Pugliese seconded the motion to move to Executive Session and it was approved unanimously.** The Board moved to Executive Session at 8:03 a.m.

RETURN TO REGULAR SESSION

The meeting returned to open session at 8:25 a.m. Vice Chairman Balducci stated that discussion was limited to the items listed on the Executive Session portion of the agenda related to collective bargaining and that no votes were taken in Executive Session.

At the request of Vice Chairman Richard J. Balducci, Mr. David Trainor provided a brief overview of the issues related to the SEBAC agreement and, specifically, the following:

1. Memorandum of Agreement between CSU-AAUP and the CSUS Board of Trustees, dated May 27, 2011 (attached hereto as Attachment 1)
2. Memorandum of Agreement between SUOAF-AFSCME Council 4 - Local 2836 and the CSUS Board of Trustees dated June 7, 2011 (attached hereto as Attachment 2)
3. Revision to HR Policies for CSUS Management and Confidential Professional Personnel – Longevity

CSU-AAUP Memorandum of Agreement. The MOU sets forth the specific agreements necessary for the CSUS to move forward within the context of the SEBAC concession agreement reached at the direction of Governor Malloy and includes a wage freeze , a lifting of the hiring freeze, revisions to longevity, a 4-year no layoff provision, and extends the term of the existing contract out to 2016. The CSUS specific agreement was negotiated as a condition of the SEBAC settlement. **Trustee Sholtis moved that the May 27, 2011 Agreement between CSU-AAUP and the CSUS Board of Trustees, be ratified; Trustee Pugliese seconded and the motion passed unanimously.**

SUOAF - AFSCME Council 4 - Local 2836 Memorandum of Agreement. AVC Trainor noted the agreement was essentially the same agreement that was reached with AAUP and then reviewed the highlights of the agreement, which included a wage freeze , a lifting of the

hiring freeze, revisions to longevity, a 4-year no layoff provision, and extends the term of the existing contract out to 2016. **Trustee Motley moved that the June 7, 2011 Agreement between SUOAF - AFSCME Council 4 - Local 2836 and the CSUS Board of Trustees, be ratified; Trustee Pugliese seconded and the motion passed unanimously.**

Revision to HR Policies for CSUS Management and Confidential Professional Personnel – Longevity. Dr. Feroe and Mr. Trainor noted that to ensure compliance with the recently adopted statute, and to be consistent with the longevity practices ratified for represented employees, the following revisions to the HR Policies for Management and Confidential personnel concerning longevity were proposed for the Board's approval:

1. Cancellation of the October 2011 longevity payment
2. For employees first hired prior to July 1, 2011, no service shall count toward longevity for the two-year period beginning January 1, 2012 through June 30, 2013. Effective July 1, 2013, any service accrued during that period shall be added to their service for the purpose of determining their eligibility and level of longevity entitlement if it would have counted when performed.
3. No employee first hired on or after July 1, 2011 shall be entitled to a longevity payment; provided however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they obtain the requisite service in the future.

Trustee Pugliese moved that to accept the proposed revision to longevity for management and confidential professional personnel to ensure compliance with the recently adopted statute and which is consistent with the longevity practices ratified for our represented employees, including the elimination of the October 2011 longevity payment for management/confidential staff; Trustee Eberhard Asch seconded and the motion passed unanimously.

Trustee Motley moved to grant the Chancellor or her designee the authority to executive any and all documents in connection with the two MOUs the Board recently approved (CSU-AAUP and SUOAF) and the revisions to the HR Policies for Management/Confidential Personnel related to longevity; upon a second by Trustee Eberhard Asch, the motion passed unanimously.

Revision to Policy for Establishment of Endowed Chairs. Mr. Trainor pointed out that in administering endowed chairs under the current Board Resolution (BR#09-51) and in consultation with the applicable bargaining unit, a minor adjustment was required. The proposed policy outlines the appropriate procedure for submission of an application to the Board of

Governors, the process for approval of a budget, and the selection and appointment procedures to be followed by any of the universities in the CSU System wishing to establish an endowed chair.

The appointment procedures remain in accordance with university personnel policies, Affirmative Action objectives, and the terms of the CSU-AAUP contract and outline options allowing for fixed-term and tenure track appointments. The recommended policy continues to include procedures for utilization of the matching funds provisions of the endowed chair in Section 10a-20a of the General Statutes and for the establishment of an endowed chair without matching funds. The proposed resolution rescinds the former resolution and creates a new resolution that continues to require a national search but removes the stipulation that a person holding an endowed chair may not simultaneously hold the CSU professor designation. Following general discussion on this matter, **Trustee Rosa moved to accept the Resolution regarding the Policy for the Establishment of Endowed Chairs; Trustee Sholtis seconded and the motion approving the resolution below passed 9/1 (Doyle opposed).**

WHEREAS, Under the provisions of Section 10a-20a of the Connecticut General Statutes, the Board of Governors for Higher Education may establish and administer an Endowed Chair Investment Fund, and

WHEREAS, Section 10a-20a also provides that the Board of Trustees for the Connecticut State University System may submit a grant application, shall select candidates to fill the endowed chair, shall develop a budget for expenditures associated with the endowed chair, and shall submit annual reports to the Board of Governors concerning endowed chair expenditures, and

WHEREAS, Establishment of an endowed chair expresses a major programmatic commitment and fund-raising effort by the University; enhances the stature and visibility of the University and the CSU system; and provides benefits to the entire University community and the State of Connecticut by creating a mechanism to engage a distinguished individual in a prestigious, nationally recognized role, now, therefore, be it

RESOLVED, The Board of Trustees adopts the following requirements for the establishment of endowed chairs in the Connecticut State University System:

Submission of Grant Application for Matching Funds

Applications for establishment of endowed chairs are accepted by the Board of Governors on October first and April first in each year funds are available, indicating that matching nonstate contributions in the amount of at least \$500,000 to support an endowed chair in a specific academic discipline have been raised. The proposed

endowed chair must be established in a center of excellence as defined in Section 10a-25h, subsection b of the general statutes.

Applications for submission to the Board of Governors on April 1 must be received by the Board of Trustees, Academic Affairs Committee for review in its January meeting; applications for submission on October 1 must be received for review in July.

Selection of Candidates

The selection and appointment of the person occupying an endowed chair shall be made in accordance with University personnel policies, Affirmative Action objectives, and the terms of the CSU-AAUP contract. Appointment to the endowed chair may be for a fixed term, for up to two years, to secure a person with extraordinary expertise for a short duration; by regular, tenure track appointment; or by permanent assignments with tenure granted as a condition of appointment. A national search must be conducted to fill an endowed chair position. The President of the university shall submit the name of the appointee, along with details of the term and type of appointment and evidence of appropriate credentials, to the CSUS Chancellor. The CSUS Chancellor, following review and subject to concurrence therewith, shall submit the recommendation to the Board of Trustees University System Board of Trustees for approval.

Endowed Chair Budget

A proposed budget for expenditures associated with the endowed chair shall be submitted at the time the appointment recommendation is made to the Board of Trustees.

Annual Reports

Annual reports on the endowed chair, including the previous year's fiscal report and budget projections for the coming year shall be submitted annually to the Board of Trustees in October for transmittal to the Board of Governors.

and be it further,

RESOLVED, That an endowed chair established by a university with non-matching funds shall follow the same procedures with the exception of the portion pertaining to the submission of a grant application and transmittal of an annual report to the Board of Governors.

And be it further,

RESOLVED, That this resolution rescinds BR:09-51.

ADJOURNMENT

Trustee Pugliese moved to adjourn; Trustee Panciera seconded the motion and the meeting was adjourned at 8:35 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary

SPECIAL MEETING
VIA TELECONFERENCE
BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
originating from
Boardroom, System Office, 39 Woodland Street, Hartford, CT
MEETING MINUTES – EXECUTIVE SESSION
June 23, 2011

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Andrew Chu
Mercedes DeMasi
John A. Doyle

John H. Motley
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James W. Schmotter, President, Western Connecticut State University (WCSU)
David P. Trainor, Associate Vice Chancellor & Executive Assistant to the Chancellor (CSUS)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate for Board Affairs

Vice Chairman Balducci called the executive session to order at 8:03 a.m, reminding Trustees that the Executive Session was for discussion purposes only and limited to the following matters listed on the special meeting agenda.

1. Memorandum of Agreement between CSU-AAUP and the CSUS Board of Trustees, dated May 27, 2011 (attached hereto as Attachment 1)
2. Memorandum of Agreement between SUOAF-AFSCME Council 4 - Local 2836 and the CSUS Board of Trustees dated June 7, 2011 (attached hereto as Attachment 2)
3. Revision to HR Policies for CSUS Management and Confidential Professional Personnel – Longevity

Discussion ensued. The Committee returned to open session at 8:25 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary

**MEMORANDUM OF AGREEMENT
CSU-AAUP AND CSUS-BOT**

Subject to CSUS Board of Trustees and CSU-AAUP Membership Ratification

Except as modified herein, the Collective Bargaining Agreement between the Connecticut State University American Association of University Professors and the Board of Trustees for the Connecticut State University System effective August 25, 2007 through August 23, 2012 as extended by the 2009 Memorandum of Agreement between the parties, will continue in full force and effect.

This agreement is made and entered into this **27th** day of **May 2011** by and between the Connecticut State University American Association of University Professors, Inc. (CSU-AAUP), an employee association within the meaning of Sections 5-270 through 5-280 of the Connecticut General Statutes, and the Board of Trustees for the Connecticut State University System (EMPLOYER), an employer within the meaning of said statutory sections. This agreement is a result of the joint efforts of the parties to respond to the fiscal conditions of the State of Connecticut and is made pursuant to discussions held between the State of Connecticut and the State Employees Bargaining Coalition (SEBAC).

The existing Collective Bargaining Agreement shall be modified as follows:

1. **Article 25.1** The term of the Agreement is extended to August 25, 2016.
2. **Article 25.2** The date to commence negotiations shall be on or before October 1, 2015.
3. **Article 25.2** The date to commence arbitration, should the parties be unable to reach agreement, shall be March 1, 2016.

4. Salaries

12.3 Minimum Salaries

The minimum biweekly salaries for each year of the contract for each of the five academic ranks shall be:

	2011-2012		2012-2013	
	Bi-weekly	Annual	Bi-weekly	Annual
Professor	3076.66	80,300	3076.66	80,300
Assoc. Prof.	2584.38	67,452	2584.38	67,452
Assist. Prof.	2092.13	54,604	2092.13	54,604
Instructor	1846.00	48,180	1846.00	48,180
Coach A	1476.80	38,544	1476.80	38,544

	2013-2014		2014-2015		2015-2016	
	Bi-weekly	Annual	Bi-weekly	Annual	Bi-weekly	Annual
Professor	3,168.96	82,710	3,264.03	85,191	3,361.95	87,747
Assoc. Prof.	2,661.91	69,476	2,741.77	71,560	2,824.02	73,707
Assist. Prof.	2,154.89	56,243	2,219.54	57,930	2,286.13	59,668
Instructor	1,901.38	49,626	1,958.42	51,115	2,017.17	52,648
Coach A	1,521.1	39,701	1,566.74	40,892	1,613.74	42,119

12.4 Maximum Salaries

The maximum biweekly salary for each year of the contract for each of the five academic ranks shall be:

	2011-2012		2012-2013	
	Bi-weekly	Annual	Bi-weekly	Annual
Professor	4112.83	107,344	4112.83	107,344
Assoc. Prof.	3459.46	90,291	3459.46	90,291
Assist. Prof.	2806.10	73,239	2806.10	73,239
Instructor	2479.42	64,712	2479.42	64,712
Coach A	1983.55	51,770	1983.55	51,770

	2013-2014		2014-2015		2015-2016	
	Bi-weekly	Annual	Bi-weekly	Annual	Bi-weekly	Annual
Professor	4,236.21	110,565	4,363.30	113,882	4,494.20	117,299
Assoc. Prof.	3,563.24	93,001	3,670.14	95,791	3,780.25	98,664
Assist. Prof.	2,890.28	75,436	2,976.99	77,699	3,066.30	80,030
Instructor	2,553.8	66,654	2,630.42	68,654	2,709.33	70,713
Coach A	2,043.06	53,324	2,104.33	54,923	2,167.48	56,571

12.5.3 For 2013-2014 through 2015-2016, a member's current salary (Article 12.2.1) shall be increased by the amount of increase of the maximum for the member's rank plus the rank multiplier (Article 12.5.3.1) times the biweekly increment listed below unless the resulting salary exceeds the maximum salary for the rank, in which case the maximum salary shall be the member's new salary.

Annual Effective Date	Biweekly Increment
8/23/13	2.67
8/22/14	3.03
8/21/15	3.53

12.5.3.1 The rank multipliers for the five ranks shall be:

Coach A	Five (5) plus the number of years in rank
Instructor	Five (5) plus the number of years in rank
Assistant	Eleven (11) plus the number of year in rank
Associate	Seventeen (17) plus the number of years in rank
Professor	Twenty-three (23) plus the number of years in rank

12.8 Part-time Member Pay Rates

Each part-time member shall be assigned to one of the following groups:

G R O U P	Educational Credentials/ Prior Experience in CSU System	2011-12	2012-13	2013-14	2014-15	2015-16
A	Less than appropriate terminal degree and no more than thirty (30) load credits completed	\$1,318	\$1,318	\$1,384	\$1,453	\$1,526
B	Less than appropriate terminal degree and more than thirty (30) load credits but no more than sixty (60) load credits completed	\$1,369	\$1,369	\$1,437	\$1,509	\$1,585
C	Less than appropriate terminal degree and more than sixty (60) load credits completed	\$1,423	\$1,423	\$1,494	\$1,569	\$1,647
D	Appropriate terminal degree and no more than thirty (30) load credits completed	\$1,441	\$1,441	\$1,513	\$1,589	\$1,668
E	Appropriate terminal degree and more than thirty (30) load credits but no more than sixty (60) load credits completed	\$1,494	\$1,494	\$1,569	\$1,647	\$1,730
F	Appropriate terminal degree and more than sixty (60) load credits completed	\$1,545	\$1,545	\$1,622	\$1,703	\$1,789

For part-time members hired on other than a load credit basis, forty-five (45) hours of service shall be considered the equivalent of one (1) load credit, both for purposes of classification and compensation.

12.8.1 Part-time Member Discretionary Rate Members may be paid at a rate greater than the minimum for their group, at administrative discretion, except that no member shall be paid at a rate greater than \$1757 for 2011-2012, \$1757 for 2012-2013, \$1845 for 2013-2014, \$1937 for 2014-2015, and \$2034 for 2015-2016.

12.8.2 Part-time Continuing Member Pay Rate

Any part-time member who was employed previously as a part-time member in Connecticut State University shall be paid in any session at a rate that is greater than the member's rate of pay in the previous academic year by a percentage at least as large as the percentage increase in the maximum rate.

Article 11

11.2 Salary for Summer Session and Intersession

Wages per load credit for full-time members shall be:

Rank	2011	2012	2013	2014	2015
Professor	\$1,757	\$1,757	\$1,845	\$1,937	\$2,034
Associate Prof.	\$1,619	\$1,619	\$1,700	\$1,785	\$1,874
Assistant Prof.	\$1,494	\$1,494	\$1,569	\$1,647	\$1,730
Instructor	\$1,369	\$1,369	\$1,437	\$1,509	\$1,585

Wages per load credit for part-time members shall be governed by Article 12.8.

5. Special Funds

12.10.1 Travel, Faculty Development, Research Grants, Curriculum-related Activities and Retraining Funds

For the purposes delineated in Articles 9.5 (travel), 9.6 (faculty development), 9.10 (research grants), 9.11 (curriculum-related activities), and 9.12 (retraining) there shall be an annual appropriation of \$1,969,306 for 2011-2012, \$1,969,306 for 2012-2013, \$2,067,772 for 2013-14, of \$2,171,160 for 2014-15, and of \$2,279,718 for 2015-16, and annually thereafter. Said funds shall be available at the beginning of each academic year. Of this amount, 40% shall be available for travel, 9% for faculty development, 40% for research grants, 10% for curriculum-related activities, and 1% for retraining.

Funds initially allocated for full-time travel, faculty development or retraining which are not yet committed as of February 1 in any year may be reallocated for use in any of these three categories. Funds in each of the other categories may not be reallocated for use in any other category. Of the funds allocated for travel and faculty development, 90% shall be available for use by full-time members, 10% for use by part-time members.

The University shall report the amounts disbursed to named individuals in each category to CSU-AAUP upon request.

6. 13.12 Longevity Payments

A full-time member who was hired prior to July 1, 2011 and has completed not less than ten (10) years of state service shall receive semiannual lump sum longevity payments based on service completed as of the first day of April and the first day of October of each year, as follows:

- A member who has completed ten (10) or more years but less than fifteen (15) years of state service shall receive an amount equal to one-fourth (1/4) the longevity base for the rank.
- A member who has completed fifteen (15) or more years but less than twenty (20) years of state service shall receive an amount equal to one-half (1/2) of the longevity base for the rank.
- A member who has completed twenty (20) or more years but less than twenty-five (25) years of state service shall receive an amount equal to three-fourths (3/4) of the longevity base for the rank.
- A member who has completed twenty-five (25) or more years of service shall receive an amount equal to the longevity base for the rank.
- For employees first hired prior to July 1, 2011, no service shall count toward longevity for the two year period beginning January 1, 2012 through June 30, 2013. Effective July 1, 2013, any service accrued during that period shall be added to their service for the purpose of determining their eligibility and level of longevity entitlement if it would have counted when performed.
- No employee first hired on or after July 1, 2011 shall be entitled to a longevity payment; provided however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they obtain the requisite service in the future.

13.12.1 Longevity Base

The longevity base for each rank shall be 2.7 percent (2.7%) of the maximum salary at the time of the semi-annual payment for the rank as specified in Article 12.4, with the following exception.

For the semiannual longevity lump-sum payments to be made in October 2011 only, the longevity base for each rank shall be: Coach A -- \$1,014, Instructor -- \$1,267, Assistant Professor -- \$1,442, Associate Professor -- \$1,773, Professor -- \$2,123.

7. Job Security

Between the date of this Agreement and June 30, 2015, there will be no loss of employment, including loss of employment due to programmatic changes, subject to the following conditions:

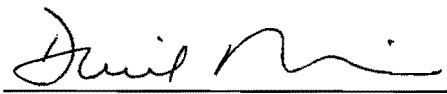
- Applicable only to those hired prior to July 1, 2011;
- Applicable only through June 2015;
- Protection from loss of employment is for permanent employees and does not apply to:

- Expiration of a defined term appointment;
- Expiration of a special appointment;
- Non-renewal of a non-tenured member provided that such decision is based upon the evaluation criteria and categories set forth in Article 4 of the Collective Bargaining agreement;
- Part-time members.

8. Hiring Freeze

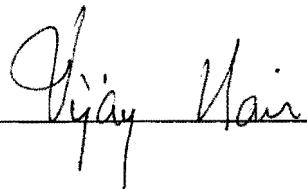
It is agreed and understood that the hiring freeze now in effect shall end upon ratification of this agreement.

For CSUS Board of Trustees



Date: 5/27/11

For CSU-AAUP



Date: May 27, 2011

**MEMORANDUM OF AGREEMENT
SUOAF – AFSCME AND CSUS – BOT**

Attachment #2 to CSUS
BOT Minutes of 6/23/11

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

Except as modified herein the Collective Bargaining Agreement between SUOAF - AFSCME Council 4 – Local 2836 and the Board of Trustees for the Connecticut State University System effective July 1, 2007 through June 30, 2011 and extended by the concession agreement of April 2009 to June 30, 2012 will continue in full force and effect.

This agreement is made and entered into this **7th** day of **June 2011** by and between SUOAF – AFSCME Council 4 – Local 2836 (SUOAF) a labor organization within the meaning of Sections 5-270 through 5-280 of the Connecticut General Statutes, and the Board of Trustees for the Connecticut State University System (EMPLOYER), an employer within the meaning of said statutory sections. This agreement is a result of the joint efforts of the parties to respond to the fiscal conditions of the State of Connecticut and is made pursuant to discussions held between the State of Connecticut and the State Employees Bargaining Coalition (SEBAC).

The existing Collective Bargaining Agreement shall be modified as follows:

1. Article 38: The term of the agreement is extended to June 30, 2016.
2. Article 29, Compensation:
 - (A.) There shall be no increase in salary, including merit and top step bonus (lump sum payment), for the year 2011-12.
 - (B.) There shall be no increase in salary, including merit and top step bonus (lump sum payment), for the year 2012-13.
 - (C.) The salary schedule for 2010-11, 2011-12, and 2012-13 shall be frozen and is as follows:

2010-11, 2011-12, 2012-13				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,200.26	\$ 31,327	\$ 2,219.91	\$ 57,940
II	\$ 1,520.33	\$ 39,681	\$ 2,629.47	\$ 68,629
III	\$ 1,840.43	\$ 48,035	\$ 3,039.07	\$ 79,320
IV	\$ 2,160.46	\$ 56,388	\$ 3,448.61	\$ 90,009
V	\$ 2,480.54	\$ 64,742	\$ 3,858.21	\$ 100,699
VI	\$ 2,800.62	\$ 73,096	\$ 4,267.78	\$ 111,389
VII	\$ 3,120.69	\$ 81,450	\$ 4,677.35	\$ 122,079

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- (D.) The salary schedule for 2013-14 shall be 3% higher for minimum and maximum salaries than the salary scheduled noted in paragraph C. above and is as follows:

2013-14				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,236.27	\$ 32,267	\$ 2,286.51	\$ 59,678
II	\$ 1,565.94	\$ 40,871	\$ 2,708.35	\$ 70,688
III	\$ 1,895.64	\$ 49,476	\$ 3,130.24	\$ 81,699
IV	\$ 2,225.27	\$ 58,080	\$ 3,552.07	\$ 92,709
V	\$ 2,554.96	\$ 66,684	\$ 3,973.96	\$ 103,720
VI	\$ 2,884.64	\$ 75,289	\$ 4,395.81	\$ 114,731
VII	\$ 3,214.31	\$ 83,894	\$ 4,817.67	\$ 125,741

- (E.) The salary schedule for 2014-15 shall be 3% higher for minimum and maximum salaries than the salary scheduled noted in paragraph D. above and is as follows:

2014-15				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,273.36	\$ 33,235	\$ 2,355.10	\$ 61,468
II	\$ 1,612.92	\$ 42,097	\$ 2,789.60	\$ 72,809
III	\$ 1,952.51	\$ 50,961	\$ 3,224.15	\$ 84,150
IV	\$ 2,292.03	\$ 59,822	\$ 3,658.63	\$ 95,490
V	\$ 2,631.60	\$ 68,685	\$ 4,093.17	\$ 106,832
VI	\$ 2,971.18	\$ 77,548	\$ 4,527.69	\$ 118,173
VII	\$ 3,310.74	\$ 86,410	\$ 4,962.20	\$ 129,513

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- (F.) The salary schedule for 2015-16 shall be 3% higher for minimum and maximum salaries than the salary schedule noted in paragraph E. above and is as follows:

2015-16				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,311.56	\$ 34,232	\$ 2,425.76	\$ 63,312
II	\$ 1,661.31	\$ 43,360	\$ 2,873.29	\$ 74,993
III	\$ 2,011.09	\$ 52,489	\$ 3,320.87	\$ 86,675
IV	\$ 2,360.79	\$ 61,617	\$ 3,768.39	\$ 98,355
V	\$ 2,710.55	\$ 70,745	\$ 4,215.97	\$ 110,037
VI	\$ 3,060.31	\$ 79,874	\$ 4,663.52	\$ 121,718
VII	\$ 3,410.06	\$ 89,003	\$ 5,111.07	\$ 133,399

- (G.) For 2013-14, 2014-15, and 2015-16, Article 29.4, Merit Increases, shall be administered consistent with the current terms of the collective bargaining agreement.
- (H.) Determination of New Salary for 2013-14:

Effective the pay period beginning June 28, 2013, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
- b.) 1/14 of the rank range multiplied by 0.570, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
- c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in the paycheck dated December 12, 2013. The lump sum payment will not be added to a member's base salary.

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- d.) If a member eligible for the lump sum payment leaves the university prior to receiving such payment, he/she shall be paid a prorated portion of the lump sum payment in their last check. If a member who received a lump sum payment leaves the university after receiving such payment, and prior to the next collective bargaining increase, the university shall deduct a prorated portion of the lump sum payment amount from their last check.

(I.) Determination of New Salary for 2014-15:

Effective the pay period beginning June 27, 2014, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
- b.) $\frac{1}{14}$ of the rank range multiplied by 0.548, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
- c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in the paycheck dated December 11, 2014. The lump sum payment will not be added to a member's base salary.
- d.) If a member eligible for the lump sum payment leaves the university prior to receiving such payment, he/she shall be paid a prorated portion of the lump sum payment in their last check. If a member who received a lump sum payment leaves the university after receiving such payment, and prior to the next collective bargaining increase, the university shall deduct a prorated portion of the lump sum payment amount from their last check.

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

(J.) Determination of New Salary for 2015-16:

Effective the pay period beginning June 26, 2015, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
 - b.) 1/14 of the rank range multiplied by 0.615, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
 - c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in the paycheck dated December 10, 2015. The lump sum payment will not be added to a member's base salary.
 - d.) If a member eligible for the lump sum payment leaves the university prior to receiving such payment, he/she shall be paid a prorated portion of the lump sum payment in their last check. If a member who received a lump sum payment leaves the university after receiving such payment, and prior to the next collective bargaining increase, the university shall deduct a prorated portion of the lump sum payment amount from their last check.
3. Job Security: Between the date of this Agreement and June 30, 2015, there will be no loss of employment, including loss of employment due to programmatic changes, subject to the following conditions:
- Applicable only to those hired prior to July 1, 2011;
 - Applicable only through June 30, 2015;
 - Protection from loss of employment is for permanent employees and does not apply to:
 - Employees in the initial working test period;

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification


- Those who leave at the natural expiration of a fixed appointment term, including expiration of any employment with an end date;
 - Expiration of a temporary, durational, or special appointment;
 - Non-renewal of a term appointment employee;
 - Termination of grant or other outside funding specified for a particular position; and,
 - Part-time employees who are not eligible for health insurance benefits.
- 4. Labor Management Committees: The parties agree to participate in the Labor Management Committees on Savings/Transformation and Information Technology as specified by the aforementioned SEBAC Agreement at either the agency or State level, as appropriate.
- 5. Longevity: Article 30.4 of the Collective Bargaining Agreement shall be altered to reflect the following:
 - a. The increment value for the longevity purposes shall be 2.536 percent (2.536%) of the member's base annual salary for the October 2011 payment exclusively. For the April 2012 and all subsequent payments, the increment value shall return to the current 3.315 percent (3.315%) of the member's base annual salary for the life of this agreement.
 - b. For employees first hired prior to July 1, 2011, no service shall count toward longevity for the two-year period beginning January 1, 2012 through June 30, 2013. Effective July 1, 2013, any service accrued during that period shall be added to their service for the purpose of determining their eligibility and level of longevity entitlement if it would have counted when performed.
 - c. No employee first hired on or after July 1, 2011 shall be entitled to a longevity payment; provided however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they obtain the requisite service in the future.
- 6. Hiring Freeze: It is agreed and understood that the hiring freeze now in effect shall end upon ratification of this agreement.
- 7. This agreement is subject to approval of the Legislature pursuant to Connecticut General Statutes Section 5-278.

**MEMORANDUM OF AGREEMENT
SUOAF - AFSCME AND CSUS - BOT**

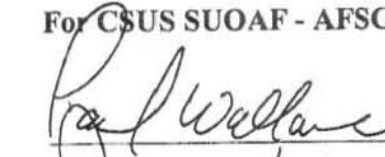
Subject to CSUS Board of Trustees and SUOAF Membership Ratification

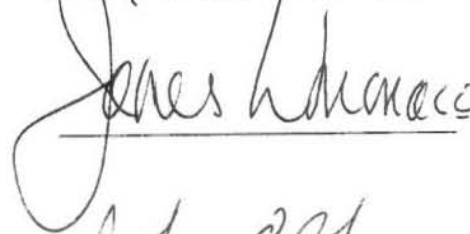
In witness whereof, the parties have affixed their signature as duly authorized collective bargaining agents.

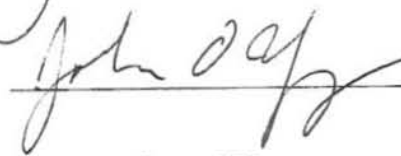
For CSUS BOT



For CSUS SUOAF - AFSCME













June 7, 2011

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SPECIAL MEETING
VIA TELECONFERENCE
BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
originating from
Boardroom, System Office, 39 Woodland Street, Hartford, CT
MEETING MINUTES – OPEN SESSION
August 17, 2011

TRUSTEES PARTICIPATING

Richard J. Balducci, Vice Chairman
Theresa Eberhard Asch, Secretary
Elizabeth Gagne
Bernard Kokinchak
Benjamin McNamee

John H. Motley
Scott Nolan
Peter M. Rosa
John R. Sholtis, Jr.
Gail H. Williams

TRUSTEES ABSENT :

Michael Caron
Angelo J. Messina
Ronald J. Pugliese

Ryan Sheehan
Fr. John P. Sullivan

OTHER OFFICIALS PARTICIPATING

Louise H. Feroe, Acting Chancellor, Connecticut State University System (CSUS)
Anne Alling, for Jack W. Miller, President, Central Connecticut State University (CCSU)
Elsa Nuñez, President, Eastern Connecticut State University (ECSU)
Stanley Battle, Interim President, Southern Connecticut State University (SCSU)
James W. Schmotter, President, Western Connecticut State University (WCSU)
David P. Trainor, Associate Vice Chancellor & Executive Assistant to the Chancellor (CSUS)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate for Board Affairs

CALL TO ORDER

Following a roll call, Vice Chairman Balducci called the meeting to order at 11:04 a.m., declaring a quorum present.

EXECUTIVE SESSION

Vice Chairman Balducci noted the meeting had been called for the purpose of discussion and a possible vote of the matter listed on the agenda related to collective bargaining. VC Balducci requested a motion to go into Executive Session for the purpose of discussing

matters related to collective bargaining, specifically the August 4, 2011 agreement between SUOAF-AFSCME Council 4 - Local 2836 and the CSUS board of Trustees. Trustee Rosa so moved; Trustee Sholtis seconded the motion to move to Executive Session and it was approved unanimously. The Board moved to Executive Session at 11:06 a.m.

RETURN TO REGULAR SESSION

The meeting returned to open session at 11:22 a.m. Vice Chairman Balducci stated that discussion was limited to the item listed on the Executive Session portion of the agenda related to collective bargaining and that no votes were cast in Executive Session.

At the request of Vice Chairman Richard J. Balducci, AVC David Trainor provided a brief overview of the issues related to the clarification of the SEBAC concession agreement and the minor adjustments associated with the new effective date between the June 7, 2011 Memorandum of Agreement which the Board ratified on June 23, and the subject August 4, 2011 Memorandum of Agreement. **Trustee Motley moved that the August 4, 2011 Agreement between SUOAF - AFSCME Council 4 - Local 2836 and the CSUS Board of Trustees (attached hereto as Attachment 1), be ratified; Trustee Rosa seconded and the motion passed unanimously.**

ADJOURNMENT

Trustee Motley moved to adjourn; Trustee Sholtis seconded the motion and the meeting was adjourned at 11:25 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

Except as modified herein the Collective Bargaining Agreement between SUOAF - AFSCME Council 4 – Local 2836 and the Board of Trustees for the Connecticut State University System effective July 1, 2007 through June 30, 2011 and extended by the concession agreement of April 2009 to June 30, 2012 will continue in full force and effect.

This agreement is made and entered into this **4th** day of **August 2011** by and between SUOAF – AFSCME Council 4 – Local 2836 (SUOAF) a labor organization within the meaning of Sections 5-270 through 5-280 of the Connecticut General Statutes, and the Board of Trustees for the Connecticut State University System (EMPLOYER), an employer within the meaning of said statutory sections. This agreement is a result of the joint efforts of the parties to respond to the fiscal conditions of the State of Connecticut and is made pursuant to discussions held between the State of Connecticut and the State Employees Bargaining Coalition (SEBAC). The existing Collective Bargaining Agreement shall be modified as follows:

1. Article 38: The term of the agreement is extended to June 30, 2016.
2. Article 29, Compensation:
 - (A.) There shall be no increase in salary, including merit and top step bonus (lump sum payment), for the year 2011–12 effective August 26, 2011. The parties acknowledge that during the period of negotiation, bargaining unit members received previously negotiated salary adjustments for the four (4) pay periods from July 1, 2011 through August 25, 2011.
 - (B.) There shall be no increase in salary, including merit and top step bonus (lump sum payment), for the year 2012-13.
 - (C.) The salary schedule for 2010-11, 2011-12, and 2012-13 shall be frozen and is as follows:

2010-11, 2011-12, 2012-13				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,200.26	\$ 31,327	\$ 2,219.91	\$ 57,940
II	\$ 1,520.33	\$ 39,681	\$ 2,629.47	\$ 68,629
III	\$ 1,840.43	\$ 48,035	\$ 3,039.07	\$ 79,320
IV	\$ 2,160.46	\$ 56,388	\$ 3,448.61	\$ 90,009
V	\$ 2,480.54	\$ 64,742	\$ 3,858.21	\$ 100,699
VI	\$ 2,800.62	\$ 73,096	\$ 4,267.78	\$ 111,389
VII	\$ 3,120.69	\$ 81,450	\$ 4,677.35	\$ 122,079

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- (D.) The salary schedule for 2013-14 shall be 3% higher for minimum and maximum salaries than the salary scheduled noted in paragraph C. above and is as follows:

2013-14				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,236.27	\$ 32,267	\$ 2,286.51	\$ 59,678
II	\$ 1,565.94	\$ 40,871	\$ 2,708.35	\$ 70,688
III	\$ 1,895.64	\$ 49,476	\$ 3,130.24	\$ 81,699
IV	\$ 2,225.27	\$ 58,080	\$ 3,552.07	\$ 92,709
V	\$ 2,554.96	\$ 66,684	\$ 3,973.96	\$ 103,720
VI	\$ 2,884.64	\$ 75,289	\$ 4,395.81	\$ 114,731
VII	\$ 3,214.31	\$ 83,894	\$ 4,817.67	\$ 125,741

- (E.) The salary schedule for 2014-15 shall be 3% higher for minimum and maximum salaries than the salary scheduled noted in paragraph D. above and is as follows:

2014-15				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,273.36	\$ 33,235	\$ 2,355.10	\$ 61,468
II	\$ 1,612.92	\$ 42,097	\$ 2,789.60	\$ 72,809
III	\$ 1,952.51	\$ 50,961	\$ 3,224.15	\$ 84,150
IV	\$ 2,292.03	\$ 59,822	\$ 3,658.63	\$ 95,490
V	\$ 2,631.60	\$ 68,685	\$ 4,093.17	\$ 106,832
VI	\$ 2,971.18	\$ 77,548	\$ 4,527.69	\$ 118,173
VII	\$ 3,310.74	\$ 86,410	\$ 4,962.20	\$ 129,513

MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- (F.) The salary schedule for 2015-16 shall be 3% higher for minimum and maximum salaries than the salary schedule noted in paragraph E. above and is as follows:

2015-16				
Admin. Rank	Minimum		Maximum	
	Biweekly	Annual	Biweekly	Annual
I	\$ 1,311.56	\$ 34,232	\$ 2,425.76	\$ 63,312
II	\$ 1,661.31	\$ 43,360	\$ 2,873.29	\$ 74,993
III	\$ 2,011.09	\$ 52,489	\$ 3,320.87	\$ 86,675
IV	\$ 2,360.79	\$ 61,617	\$ 3,768.39	\$ 98,355
V	\$ 2,710.55	\$ 70,745	\$ 4,215.97	\$ 110,037
VI	\$ 3,060.31	\$ 79,874	\$ 4,663.52	\$ 121,718
VII	\$ 3,410.06	\$ 89,003	\$ 5,111.07	\$ 133,399

- (G.) For 2013-14, 2014-15, and 2015-16, Article 29.4, Merit Increases, shall be administered consistent with the current terms of the collective bargaining agreement.

- (H.) Determination of New Salary for 2013-14:

Effective the pay period beginning August 23, 2013, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); provided, however, employees will be made whole for the difference in percentage between the July 2011 increase received as noted in paragraph (A) of Section 2 above, and the wage increase effective August 23 2013; and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
- b.) 1/14 of the rank range multiplied by 0.570, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
- c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in

MEMORANDUM OF AGREEMENT SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

the paycheck dated December 12, 2013. The lump sum payment will not be added to a member's base salary.

- d.) If a member eligible for the lump sum payment leaves the university prior to receiving such payment, he/she shall be paid a prorated portion of the lump sum payment in their last check. If a member who received a lump sum payment leaves the university after receiving such payment, and prior to the next collective bargaining increase, the university shall deduct a prorated portion of the lump sum payment amount from their last check.

(I.) Determination of New Salary for 2014-15:

Effective the pay period beginning June 27, 2014, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
- b.) 1/14 of the rank range multiplied by 0.548, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
- c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in the paycheck dated December 11, 2014. The lump sum payment will not be added to a member's base salary.
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MEMORANDUM OF AGREEMENT

SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

(J.) Determination of New Salary for 2015-16:

Effective the pay period beginning June 26, 2015, the maxima for the ranks shall be increased by 3.0 percent (3.0%); the minima shall be increased by 3.0 percent (3.0%); and each continuing member as defined in Article 29.2.2 shall receive an increase in salary equal to:

- a.) The difference between the old maximum and the new maximum for the rank; plus
 - b.) 1/14 of the rank range multiplied by 0.615, except notwithstanding the increase of a.) above plus b.), no member shall be increased beyond the maximum nor permitted to fall below the minimum of the member's rank.
 - c.) Each continuing member is guaranteed at least a 4.0% annual increase. For members who reach the maximum salary for their rank prior to receiving a 4.0% increase, the difference will be paid to the member in a single lump sum to be included in the paycheck dated December 10, 2015. The lump sum payment will not be added to a member's base salary.
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3. Job Security: Between the date of this Agreement and June 30, 2015, there will be no loss of employment, including loss of employment due to programmatic changes, subject to the following conditions:
- Applicable only to those hired prior to July 1, 2011;
 - Applicable only through June 30, 2015;
 - Protection from loss of employment is for permanent employees and does not apply to:

MEMORANDUM OF AGREEMENT SUOAF – AFSCME AND CSUS – BOT

Subject to CSUS Board of Trustees and SUOAF Membership Ratification

- Employees in the initial working test period;
 - Those who leave at the natural expiration of a fixed appointment term, including expiration of any employment with an end date;
 - Expiration of a temporary, durational, or special appointment;
 - Non-renewal of a term appointment employee;
 - Termination of grant or other outside funding specified for a particular position; and,
 - Part-time employees who are not eligible for health insurance benefits.
- 4. Labor Management Committees: The parties agree to participate in the Labor Management Committees on Savings/Transformation and Information Technology as specified by the aforementioned SEBAC Agreement at either the agency or State level, as appropriate.
- 5. Longevity: Article 30.4 of the Collective Bargaining Agreement shall be altered to reflect the following:
 - a. The increment value for the longevity purposes shall be 2.536 percent (2.536%) of the member's base annual salary for the October 2011 payment exclusively. For the April 2012 and all subsequent payments, the increment value shall return to the current 3.315 percent (3.315%) of the member's base annual salary for the life of this agreement.
 - b. For employees first hired prior to July 1, 2011, no service shall count toward longevity for the two-year period beginning January 1, 2012 through June 30, 2013. Effective July 1, 2013, any service accrued during that period shall be added to their service for the purpose of determining their eligibility and level of longevity entitlement if it would have counted when performed.
 - c. No employee first hired on or after July 1, 2011 shall be entitled to a longevity payment; provided however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they obtain the requisite service in the future.
- 6. Hiring Freeze: It is agreed and understood that the hiring freeze now in effect shall end upon ratification of this agreement.
- 7. This agreement is subject to approval of the Legislature pursuant to Connecticut General Statutes Section 5-278.

MEMORANDUM OF AGREEMENT
SUOAF – AFSCME AND CSUS – BOT

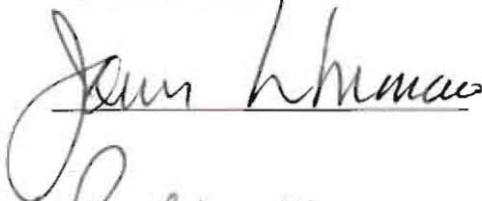
Subject to CSUS Board of Trustees and SUOAF Membership Ratification

In witness whereof, the parties have affixed their signature as duly authorized collective bargaining agents.


For CSUS BOT



For CSUS SUOAF - AFSCME









SPECIAL MEETING
VIA TELECONFERENCE
BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
originating from
Boardroom, System Office, 39 Woodland Street, Hartford, CT
MEETING MINUTES – EXECUTIVE SESSION
August 17, 2011

TRUSTEES PARTICIPATING

Richard J. Balducci, Vice Chairman
Theresa Eberhard Asch, Secretary
Elizabeth Gagne
Bernard Kokinchak
Benjamin McNamee

John H. Motley
Scott Nolan
Peter M. Rosa
John R. Sholtis, Jr.
Gail H. Williams

TRUSTEES ABSENT :

Michael Caron
Angelo J. Messina
Ronald J. Pugliese

Ryan Sheehan
Fr. John P. Sullivan

OTHER OFFICIALS PARTICIPATING

Louise H. Feroe, Acting Chancellor, Connecticut State University System (CSUS)
Anne Alling, for Jack W. Miller, President, Central Connecticut State University (CCSU)
Elsa Nuñez, President, Eastern Connecticut State University (ECSU)
Stanley Battle, Interim President, Southern Connecticut State University (SCSU)
James W. Schmutter, President, Western Connecticut State University (WCSU)
David P. Trainor, Associate Vice Chancellor & Executive Assistant to the Chancellor (CSUS)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate Director for Board Affairs

Vice Chairman Balducci called the executive session to order at 11:04 a.m., reminding Trustees that the Executive Session was for discussion purposes only and limited to the following collective bargaining item listed on the special meeting agenda.

- Memorandum of Agreement between SUOAF-AFSCME Council 4 - Local 2836 and the CSUS Board of Trustees dated August 4, 2011.

Discussion ensued. The Committee returned to open session at 11:22 a.m.

Respectfully submitted,

Theresa Eberhard Asch, Secretary

BOARD OF TRUSTEES OF COMMUNITY-TECHNICAL COLLEGES

Asnuntuck Community College

Café II

Enfield, Connecticut

3:00 p.m.

INSTALLATION OF TRUSTEE AND BOARD CHAIR – Mrs. Naomi Cohen

A. Attendance and Establishment of Quorum

B. Adoption of Agenda

Ba Readoption of Bylaws

Bb. Election of Officers and other Representatives

C. Approval of Minutes of July 18, 2011

D. Communications

1. College Communications – Asnuntuck Community College, President McLeod
2. Chair's Report
3. Annual Report

E. Consent Agenda

1. Reclassification – (Better- Northwestern Connecticut CC)

F. Personnel

1. Process for Appeal of Termination for Special Reasons

G. Finance, Budget and Facilities

1. FY2011 Annual Report of Gifts
2. FY2011 4th Quarter Report
3. FY2012 - FY2013 Operating Budget Update
4. Authorization for Acquisition of Property – Tunxis CC
5. Capital Projects Update

H. Academic Policies and Student Affairs

1. Confirmation of Community College Degrees and Certificates Conferred 2010-2011
2. Termination of the Banking Associate in Science Degree Program – Middlesex Community College

3. Approval of a Women's Studies (Stand-alone) Certificate Program – Three Rivers Community College
 4. Approval of a Business Information Systems Core Certificate Program – Three Rivers Community College
 5. Approval of an Accounting Core Certificate Program – Three Rivers Community College
 6. Approval of a Marketing Core Certificate Program – Three Rivers Community College
 7. Approval of a Business Management Core Certificate Program – Three Rivers Community College
- I. Old Business
1. Consolidation Update
 - a. Board Calendar of Action Items and Reports
 - b. System Councils and Committees
- J. New Business
1. New Legislation Affecting Community Colleges
- K. Addendum
- L. Staff Reports
- M. Closed Session
- N. Executive Session

MINUTES OF THIS MEETING
NOT YET APPROVED BY THE BOARD

BOARD OF TRUSTEES OF COMMUNITY-TECHNICAL COLLEGES

61 Woodland Street
Hartford, CT

July 18, 2011

Chairwoman Berry called the meeting to order at 4:03 p.m.

TRUSTEES PRESENT	Dr. Murali Atluru, Louise Berry, Paul Brady, Fr. David Cannon, Hugh Cox, Ronald Gambardella, Lori Granato, Wallace Irish, Jules Lang, William McGurk, Win Oppel, Kenneth Wilson, Jr., Virginia Zawoy
TRUSTEES ABSENT	Ryan Ahrens, Hilary Barhydt, Carolyn McKenna, Laurie Roy
SYSTEM OFFICE	Tom Clark, Pamela Coleman, Corby Coperthwaite, Gail Coppage, Mary Anne Cox, Vicky Greene, Lenell Kittlitz, Marjorie London, Maureen McClay, Linda Perfetto, Ken Spelke, Coreen Sumple,
PRESIDENTS	Cathryn Addy, Daisy Cocco DeFilippis, Barbara Douglass, Anita Gliniecki, Grace Jones, Dorsey Kendrick, David Levinson, Martha McLeod, Wilfredo Nieves, Ross Tomlin
COLLEGES	Joanne Russell - Manchester CC; James Troup – Naugatuck Valley CC; Michael Rooke – Tunxis CC
OTHERS	Michael Meotti – Board of Regents for Higher Education; Scott Ciecko – Office of Finance and Academic Affairs for Higher Education

Formal action taken by the Board of Trustees, unless otherwise noted, is by unanimous vote of all members.

B. Adoption of Agenda

On motion of Mr. Wilson, seconded by Mr. Lang, it was VOTED to adopt the agenda.

C. Approval of Minutes of June 20, 2011

On motion of Mr. Wilson, seconded by Mr. McGurk, it was VOTED to adopt the Public Session minutes of June 20, 2011:

The motion was VOTED.

VOTING AYE: Atluru, Berry, Cannon, Gambardella,
Lang, McGurk, Wilson, Zawoy

VOTING NAY: None

ABSTAINED: Brady, Cox, Granato, Irish, Oppel

On motion of Mr. Wilson, seconded by Mr. Lang, it was VOTED to adopt the Executive Session minutes of June 20, 2011.

The motion was VOTED.

VOTING AYE: Atluru, Berry, Cannon, Gambardella,
Lang, McGurk, Wilson, Zawoy

VOTING NAY: None

ABSTAINED: Brady, Cox, Granato, Irish, Oppel

D. Communications

1. Board of Regents Interim President Michael P. Meotti

Mr. Michael Meotti, Interim President of the Board of Regents for Higher Education, addressed the Board and recognized the Board members for their many years of service to the mission and goals of the Community Colleges. He commented on the new law that went into effect on July 1 to consolidate the governing Boards of the Connecticut State University System, the Community College System and Charter Oak State College. No appointments have been made yet to the new Board of Regents that is slated to start effective January 1, 2012. In the interim, the current Boards of the constituent units of higher education will continue to serve during the transitional period.

The higher education Bill continues the legal construct of the Community Colleges and the Connecticut State University System. The Bill also keeps the Operating Funds and block grants

separate for all systems. President Meotti reiterated his comments made to the college presidents at their recent meeting that staff and students should not see any differences in the short-term due to the management consolidation and that the upcoming reorganization will not be operationally disruptive for the seventeen campuses involved.

Mr. Meotti has been meeting with the senior staff members of the System Office and plans on holding conversations with the college presidents, deans and System Office staff over the next six months. He is particularly interested in reviewing the Information Technology and Finance Departments of both systems.

Individual Board members shared their concerns regarding equity for all of the Community Colleges as a system, open enrollment, and the possibility of the smaller colleges losing their autonomy and being absorbed by another college.

Mr. Meotti was thanked by the Board members for providing an update on the higher education consolidation and responding to their questions and concerns.

2. Chair's Report

Mrs. Berry shared a letter written by Dr. Jonathan Daube thanking the Board for allowing him to serve as the Interim President at Middlesex Community College while a search was being conducted and he expressed his appreciation for the opportunity to work with Chancellor Marc Herzog.

At a recent Board meeting, the Board members shared their memories about the early days of the community colleges, their development over the years, the challenges they have faced, and personal recollections about the role of community colleges in the lives of students and in the communities that are served. In order to preserve the 45 year history of the community colleges in Connecticut, Mrs. Berry suggested that each Board member provide a written statement to be included with the Connecticut Community College History Project.

E. Consent Agenda

F. Personnel

Jules Lang, Chair of the Personnel Committee, commented that the committee met to discuss possible organizational changes at one of the colleges. The college president and the individual who could possibly be affected by the reorganization were in attendance at the meeting.

G. Finance, Budget and Facilities

1. Master Plan Update/Bond Fund Allocations

Lenell Kittlitz, Director of Facilities Planning, provided an overview of the master plans for the twelve colleges dating back to 1998 to the present. The Bond Fund allocations and money spent

to date were also reviewed. Ms. Kittlitz commented on the Board of Trustees Capital Plan and the projects that were approved at the July 8 Bond Commission meeting.

2. FY2012-FY2013 Operating Budget Reduction Planning

Vicky Greene, Chief Financial and Operating Officer, reviewed the Operating Budget reduction planning process. The FY2012 General Fund Operating Budget that was originally approved by the Board assumed that the SEBAC agreement would be approved by the bargaining units agreeing to no wage increases. With the SEBAC agreement not being ratified, the colleges are now working on alternate budgets.

H. Academic Policies and Student Affairs

I. Old Business

J. New Business

1. Higher Education Consolidation – Status Report

Mary Anne Cox, Assistant Chancellor, noted that several meetings have been held with Interim President Meotti. Staff members have been responding to requests for information and have been assured that business will continue as usual. President Meotti met with the Council of Presidents on July 11, 2011 at their regularly scheduled meeting and noted that he is interested in forming working groups composed of members from the constituent units of higher education for Finance and Budget, and Information Technology.

K. Addendum

L. Staff Report

M. Executive Session

There being no further business the meeting adjourned at 6:08 p.m.

Recorded by Lamela Coleman

Approved by _____

Topic: Readoption of Bylaws

Recommended by: The Chair

RESOLVED: THAT the Bylaws of the Board of Trustees of Community-Technical Colleges, as presented in Exhibit Ba, be readopted.

Background: The Bylaws of the Board of Trustees provide that the September meeting in odd-numbered years shall be the biennial organizational meeting of the Board at which time the Bylaws shall be scheduled for readoption. There are currently no pending proposals for Bylaws changes.

9/19/11

**Board of Trustees of Community-Technical Colleges
2010-2011**

At a Glance:

MARC S. HERZOG, Chancellor

Established: 1965

Statutory authority: CGS 10a-71 through 10a-80

System Office: 61 Woodland Street, Hartford, CT 06105

Approximate number of full-time employees: 2,292

Number of credit students: 58, 253- Fall 2010; 31,083 non-credit students:

Recurring operating expenditures (in thousands of dollars)

General Fund*	\$156,626,828	* excluding fringe benefits
CTC Operating Fund	\$168,889,116	
Grants	\$ 111,856,240	
Capital Outlay	\$6,838,725	

Structure: a system of 12 colleges governed by an appointed Board of Trustees responsible for the system's growth and development with operations coordinated by the System Chancellor's Office.

Mission and Statutory Responsibility

The statutory responsibility of the community colleges, as reflected in Connecticut General Statutes 10a-80, is (1) to provide programs of occupational, vocational, technical and career education designed to provide training for immediate employment, job retraining or upgrading of skills to meet individual, community and state workforce needs; (2) to provide general programs including, but not limited to, remediation, general and adult and continuing education designed to meet individual student goals; (3) to provide liberal arts and sciences and career programs for college transfer; (4) to provide community services and continuing education to respond to workforce needs or to address career, personal, instructional, cultural and public interests; (5) to provide student support services including, but not limited to, admissions, counseling, testing, placement, individualized instruction and efforts to serve students with special needs.

Public Service

In the 2010-11 academic year, the system continued to enroll over 50 percent of all undergraduates in Connecticut public higher education. Fall 2010 headcount enrollment in credit courses totaled 58,253, and Full Time Equivalent enrollments reached 33,969 equating to an 82% increase in fulltime enrollment and a 79.4% increase in full-time FTE over a 10 year period. The record-breaking growth of enrollments, particularly in full-time students, has significant implications for delivery of instruction, facilities planning, and demand for services by a younger, more traditional-age student population. Approximately 62.4% of students attended part-time and the average age of students was 27, with nearly 50 % of the students in the system over age 22. Women comprised nearly 60% of the student population; minority enrollments represented 38.8%, with African-Americans and Hispanics constituting 31.5% of the student population. These African-American and Hispanic students represent two-thirds of the African American and Hispanic undergraduates enrolled in public institutions of higher education in Connecticut. Approximately 42% of college enrollments were in Liberal Arts, General Studies and the College of Technology, a statewide pathway curriculum, all of which offer the first two years of baccalaureate education for students interested in transfer. Another 15% of enrollments were in non-degree courses that expand the student's knowledge base while improving literacy, communication, and workforce skills. The remaining credit enrollments, (43%) were in occupational, vocational, technical, and career-related degree and certificate programs that provide training for immediate employment, job retraining, and upgrading of skills to meet the needs of Connecticut's workers and employers. Non-credit programs, focused on skill building and personal interests, served more than 30,000 students throughout 2010-2011. On average, forty-five percent of non-credit registrations are related to workforce development to serve those looking for career advancement, retraining, new or upgraded skills through continuing education.

Improvements/Achievements, 2010-2011

Academic Affairs

During 2010-2011, the Board of Trustees approved seventeen (17) new degree options and certificate programs; modified nine (9) and terminated seventeen (17) others. Program development responds to the needs of Connecticut's labor market, particularly the need for short-term, career-oriented educational opportunities that offer students expanded choices. Of special note for this period are new programs in Electro-Magnetic Maintenance Technology, Business Information Systems, Solar Technology, Surveying and Mapping Technology and e-Commerce. The existing articulation and transfer agreements with the University of Connecticut and the Connecticut State University System have attracted increased numbers of students who upon successful completion of their associate degrees can enter the universities with junior standing.

In 2010, an agreement with the University of Connecticut's School of Business expanded opportunities for community college graduates looking to continue their studies in the areas of business and finance. In Fall 2010, Community College presidents signed an agreement with St. Joseph College's Weekend Program for Adult Learners to support community college graduates interested in earning Bachelor Degrees in Accounting, Management or Social Work, or in Psychology at St. Joseph's upon graduation from a community college. As with other articulation agreements with four-year institutions in Connecticut, admissions and advising staffs at all institutions work closely with participating students to ensure a smooth and seamless pathway for students. The Connecticut Community College Nursing Program (CT-CCNP), a common curriculum for nursing education in place at six of the twelve colleges, has transfer agreements in place with Fairfield University, Goodwin College, Sacred Heart University, Saint Joseph College, Southern CT State University, St. Vincent's College, Western CT State University and the University of Hartford. A Memorandum of Understanding has been signed with the Yale University School of Nursing for an RN-MSN option for community college nursing graduates.

Throughout 2010-2011, private foundation funding from well known philanthropic organizations such as the Lumina, Gates, and Nellie Mae Education Foundations continued to support the development of innovative academic programs and support services at Connecticut's Community Colleges to help underserved students to achieve academic success at the college-level through Achieving the Dream and the Developmental Education Initiative. The Carnegie Education Foundation continues working with four Connecticut Community Colleges in a multi-year, grant-funded initiative to help Connecticut's students overcome achievement gaps in mathematics

Workforce Development

The Connecticut Community Colleges are the education and training provider for state employees through the State In-Service Training Program run in collaboration with the Department of Administrative Services. Between spring 2010 and spring 2011, over 2293 state employees received training from over 280 course sections from over 45 state agencies. Contract and customized training was also provided to a number of state agencies in customer service, succession planning, government accounting, lean government practices and Microsoft Office certification.

Community Colleges are also responsible for the coordination and training programs for the Jobs Growth Program, an outgrowth of recommendations from the Legislative Leaders' Jobs Growth Initiative. In year one of the program, eleven participating community colleges offered 22 diverse programs targeted to unemployed or dislocated workers. Cost-free, short-term, non-credit training is being provided through a state grant of \$1 million to assist residents with education and training for industry growth areas in Connecticut. Over two years, the community colleges will train between 300-500 state residents through training and retraining programs designed to provide unemployed workers with the skills needed to return to work in employment areas anticipating growth.

Facilities Development

2010-11 saw progress on numerous facilities projects that were part of the State's capital investment plan. New projects continue at Manchester Community College for the design of expanded campus parking; Naugatuck Valley Community College, Waterbury, received design funds to begin campus wide site improvements, allowing for new lighting, roadways and parking. Northwestern Connecticut Community College, in Winsted, continues designing and developing the new Joyner Building. The Norwalk Community College Center for Science, Health and Wellness, is on target for Fall

2011 opening, the new building will help to meet the growing demand for healthcare workers in the region. Its state of the art facilities have qualified for Silver LEED certification. With the consolidation of Three Rivers Community College complete at the Thames Valley campus in Norwich, design funds are being requested for phase II, a new classroom-auditorium building. Phase II of the campus master plan at Tunxis Community College, Farmington, is a new classroom building which will begin construction the fall of 2011. Capital Community College continued work with the Department of Public Works to expand its downtown Hartford campus to accommodate enrollment growth. The downtown campus for Gateway Community College, the largest development project in the college system's history and the State's first Gold LEED building, moved forward in construction with the goal for opening the new consolidated campus in fall 2012.

Data and Information Management

The CCC System Data Center (SDC) continues to refine and expand information technology services provided to Connecticut Community College students, faculty, and administrative staff with 24/7/365 system availability to maintain student records, financial aid, human resources and payroll, financial reporting, budget management, interagency reporting, billing, receipts, and invoicing.

Information Technology support for all 12 colleges over the past year has provided ongoing enhancements and upgrades to the CCC IT enterprise applications and underlying infrastructure. Noteworthy initiatives included development of a comprehensive new Community College statewide network infrastructure plan; enhanced security services; system hardware and software upgrades; planning for the new CCC's Learning Management System including support for mobile devices; and the continued development and implementation of new IT policies and procedures. The CCC's new business intelligence and data analysis tool is now operational and is already expanding research, reporting, and program development aimed at enhancing our students' academic success.

Information Reported as Required by State Statute

Ongoing efforts to advance equity, eliminate discriminatory barriers, and ensure a diverse workforce were advanced by:

- The Community College Fellowship Program, begun in 1989, an initiative sponsored jointly by the Board of Trustees and a coalition of professional staff unions to enrich each college's community by attracting a diverse range of graduate students to serve as teaching and administrative fellows, mentors, and role models for system students.
- Diversity Training, utilizing a train-the-trainer approach, continuing to deliver training throughout the system.

Names, Locations, and Presidents of the 12 Community Colleges

Asnuntuck CC, Enfield – Martha McLeod
 Capital CC, Hartford – Wilfredo Nieves
 Gateway CC, New Haven – Dorsey Kendrick
 Housatonic CC, Bridgeport – Anita Gliniecki
 Manchester CC, Manchester – Gena Glickman
 Middlesex CC, Middletown – Anna Wasescha
 Naugatuck Valley CC, Waterbury – Daisy Cocco DeFilippis
 Northwestern CT CC, Winsted – Barbara Douglass
 Norwalk CC, Norwalk – David Levinson
 Quinebaug Valley CC, Danielson – Ross Tomlin
 Three Rivers CC, Norwich – Grace Jones
 Tunxis CC, Farmington – Cathryn Addy

Members of the Board of Trustees as of June 30, 2011: Ryan Ahrens, Windsor; Murali Atluru, North Haven; Hilary Barhydt, Litchfield; Louise S. Berry, Chair, Danielson; Paul Brady, Bristol; Reverend David L. Cannon, Preston; Hugh Cox, Middletown; Ronald Gambardella, Hamden; Lori Granato, Hebron; Wallace Irish, Manchester; Jules Lang, Norwalk; William McGurk, Vice Chair, Somers; Carolyn McKenna, West Hartford; Win Oppel, Shelton; Laurie Roy, Burlington; Kenneth Wilson, Guilford; Virginia D. Zawoy, Clinton.

Connecticut
Community
Colleges

Education That Works For a Lifetime

Topic: Reclassification to Faculty

Recommended by: Personnel Committee

RESOLVED: THAT the following reclassification from administration to faculty effective with the Spring 2012 semester is hereby approved:

<u>NAME, COLLEGE</u>	<u>PRESENT</u>	<u>RECOMMENDED</u>
Better, Michele	CCProfessional 19	Associate Professor
B.S., M.E.	(Dir of Child Development Center)	(Early Childhood Education)
Northwestern CCC	10 month	10 month
	\$72,298 approx annual	\$73,580 approx annual
	\$2,770.04 biweekly	\$2,819.16 biweekly
		Effective: January 17, 2012

Topic: Annual Report of Gifts

Recommended by: Finance, Budget and Facilities Committee

RESOLVED, THAT the Board of Trustees of Community-Technical Colleges accepts receipt of the annual report on gifts to the Connecticut Community Colleges as indicated in Exhibit G-1, and accepts and acknowledges, with appreciation, the private donations made by the organizations and individuals listed therein, which have directly benefited community college students in the form of scholarships, library books, academic program and other support.

Background: Board policy provides for an annual report of all gifts valued at \$1,000 or more. The enclosed report reflects all such gifts provided to the Connecticut Community Colleges during fiscal year 2011. This includes in total the following:

Cash-Scholarships	\$541,268
Cash-Other Restricted	\$241,019
Cash-Unrestricted	\$45,301
Equipment	\$114,016
TOTAL	\$941,694

Most cash gifts received were either designated for student scholarships, or provided support for tutoring, student activities and other academic and student support needs, with a significant portion designated for the Northwestern CT Nursing Program. In addition, funding was provided for college facility needs, most notably for the Zinzer garden and technology building at Naugatuck Valley. Other non-cash gifts provided academic program equipment for the auto tech program at Gateway, furnishings for veteran's oasis, student services and other college support.

The Board's acceptance of this annual report also serves as the formal Board approval for gifts that were received in fiscal year 2011 but which have not been previously submitted for Board review, as follows:

From	To	Amount	Purpose
College Foundation	Gateway	\$ 12,213.00	Adult Probationers Programs
Honda Corporation	Gateway	\$ 34,165.00	Auto tech program
Institutional Welfare Fund	Manchester	\$ 14,546.00	Student ID system and Artwork
College Foundation	Middlesex	\$ 9,600.00	Instructional Support
College Foundation	Middlesex	\$ 9,902.22	Academic Supplies
College Foundation	Three Rivers	\$ 24,474.35	Academic Supplies

Board members should note that in addition to private "gifts," the Connecticut Community Colleges recorded approximately \$4.4 million of private "grant" revenue during fiscal year 2011 that does not require Board approval, for a total of \$5.4 million in revenue from private sources during the year. The significant difference between a gift and a grant is that a "grant" award obligates the college to produce a specific deliverable back to the grantor and therefore involves an "exchange" of value, whereas a "gift" does not.

In addition to the gifts, significant private grants were received during FY2011 in support of the Northwestern CT nursing programs.

**Connecticut Community Colleges
Annual Report of Gifts
FY2011 - Valued at \$1,000 or More**

Exhibit G-1

College name	Gift Source	Equipment	Unrestricted Cash	Restricted Cash-Scholarships	Restricted Cash-Other	Grand Total
Asnuntuck	College Foundation			34,033.00		34,033.00
Asnuntuck Total				34,033.00		34,033.00
Capital	College Foundation				8,501.35	8,501.35
	James & Dianne Mann				1,000.00	1,000.00
Capital Total					9,501.35	9,501.35
Gateway	College Foundation		3,971.90		21,483.00	25,454.90
	Honda Corporation	40,805.00				40,805.00
Gateway Total		40,805.00	3,971.90		21,483.00	66,259.90
Housatonic	Bullard-Havens Technical High School	13,350.00				13,350.00
	Student Activity Fund	2,370.49				2,370.49
Housatonic Total		15,720.49				15,720.49
Manchester	Institutional Welfare Fund	29,299.00				29,299.00
Manchester Total		29,299.00				29,299.00
Middlesex	College Foundation		19,502.22			19,502.22
	Student Activity Fund	6,094.84				6,094.84
	Middlesex Institute For Lifelong Education				1,020.00	1,020.00
	Castle Craig Adult Learning Club				5,086.00	5,086.00
Middlesex Total		6,094.84	19,502.22		6,106.00	31,703.06
Naugatuck Valley	College Foundation				56,229.23	56,229.23
	Walmart	1,298.00				1,298.00
	School Outfitters	2,340.00				2,340.00
	Student Activity Fund	2,250.00				2,250.00
Naugatuck Valley Total		5,888.00			56,229.23	62,117.23
Northwestern	Yalesville Veterinary Hospital	6,290.00				6,290.00
	AT&T		5,000.00			5,000.00
	Barkhamsted Lions Club			1,000.00		1,000.00
	Valley Thrift Shop			2,000.00		2,000.00
	College Foundation				14,419.34	14,419.34
	Becton Dickinson and Company				1,000.00	1,000.00
	Torrington Rotary Foundation				1,000.00	1,000.00
	Various Donors	3,175.00				3,175.00
	College Foundation - The Foundation for Community Health				64,669.00	64,669.00
	Shirley M. Draper Marital Trust and Credit Trust				45,511.17	45,511.17
	College Foundation - Draper Foundation Funds				3,020.00	3,020.00
Northwestern Total		9,465.00	5,000.00	3,000.00	129,619.51	147,084.51
Norwalk	College Foundation			379,985.00		379,985.00
	Student Activity Fund	1,233.64				1,233.64
Norwalk Total		1,233.64		379,985.00		381,218.64
Quinebaug Valley	College Foundation			122,750.00	5,000.00	127,750.00
	Learning in Retirement				3,500.00	3,500.00
Quinebaug Valley Total				122,750.00	8,500.00	131,250.00
Three Rivers	Pfizer	3,000.00				3,000.00
	College Foundation		16,827.35		9,670.00	26,497.35
	Student Activity Fund			1,500.00		1,500.00
Three Rivers Total		3,000.00	16,827.35	1,500.00	9,670.00	30,997.35
Tunxis	Various Donors	1,110.00				1,110.00
	Student Activity Fund	1,400.00				1,400.00
Tunxis Total		2,510.00				2,510.00
Grand Total	BOARD OF REGENTS FOR HIGHER EDUCATION	114,015.97	45,301.47	541,268.00	241,109.09	941,694.53

August 19, 2011

To: Michael Meotti, Interim President, Board of Regents

Education That Works For a Lifetime

From: Vicky Greene, Chief Financial and Administrative Officer

Re: Fourth Quarter FY2011 Report

This report for the quarter ending June 30, 2011 is forwarded to your attention on behalf of the Board of Trustees for Community Technical Colleges, for submission to the Joint Standing Committee on Appropriations of the General Assembly and the Office of Policy and Management through the Board of ~~Governors~~ ^{Regents} in accordance with C.G.S. Section 10a-77c as amended. This report reflects all current funds revenues and expenditures on an operating budget basis, and projects net assets for all funds on an accrual basis as reported in externally audited system financial statements.

The CCC operating results for FY2011 reflect total revenues of approximately \$528 million, about 46% of which were provided by the state General Fund (including 30% or \$158.3 million in direct General Fund appropriation to the CCC's and 16% or about \$85.7 million in associated fringe benefits paid by the state comptroller's office). This reflects a continued steep decline in state share of total operating budget revenues, from 52% just two years ago. More than half of CCC operating budget revenues now come from non-General Fund sources - 54% or about \$284 million in FY2011 – primarily from tuition and fees paid by students and businesses, and restricted financial aid and other third party grants and donations from federal, state and private sources.

Fourth quarter results reflect strong Fall 2010 FTE enrollment growth of 5.7% with lower than expected Spring 2011 growth of 0.4%, for an overall annual growth rate of about 3.1%, resulting in tuition revenue of \$121.8 million at 99.7% of goal. Spring results may have been negatively impacted by severe January weather conditions which affected college operations, including registration, at the beginning of the semester.

CCC's net FY2011 General Fund appropriation is lower in actual dollars than it was in each of FY2008, FY2009 and FY2010. Over that same timeframe, FTE enrollment increased 24%, faculty FTE positions increased 26%, while funded non-faculty positions remained flat. Following the June 2009 RIP, the CCC's completed the implementation of a comprehensive budget plan which included the elimination of more than 100 previously-funded positions, allowing us to maintain operations with reduced staffing during FY2010 and FY2011. Planning for almost \$20 million of new General Fund shortfalls in the adopted FY2012 budget includes the elimination of additional positions, the transfer of obligations to student tuition and fee support, and the elimination of most discretionary activities, severely hampering colleges' ability to maintain enrollment levels and provide appropriate support services necessary for student persistence and success. Additional shortfalls during the FY2012 year resulting from other imposed reductions, could exacerbate these problems even further.

Revenues and Expenditures

For fiscal year 2011, total operating budget revenues of \$527.9 million were at 99% of the annual revenue budget, and total expenditures of \$524.1 million were at 97% of the annual expenditure budget.

Tuition revenues of \$121.8 million were essentially at 100% of the original budget goal, reflecting large enrollment increases in fall 2010 and stable spring 2011 results impacted by numerous snow-storm related challenges during peak registration periods in January. Nevertheless, overall growth in student enrollment and related revenue was in line with original budget projections for the year.

Student fee revenues of \$45.9 million were at just over 100% of budget. Student fees included self-supporting extension fees of \$23.0 million, which were at 99% of budget overall for the year overall. *Credit* extension fee revenues of \$12.0 million, generated primarily from summer 2010 programs, were 8% above budget for the year. *Non-credit* extension fee revenues, which are spread more evenly throughout the year, were just under \$11.0 million, or about 90% of budget for the year. Non-credit personal development revenues were particularly hard hit, impacted by the economic downturn.

Government grant revenues of \$106.7 million were 16% higher than the previous year, but about 87% of an aggressive FY2011 budget. Federal Pell financial aid grant revenues of about \$75.8 million increased substantially during FY2011 as a result of both increased enrollment and larger numbers of Pell-eligible students overall, reflecting a 25% increase over FY2010. **Private gift and grant revenues** of \$5.1 million substantially exceeded budget, and included college foundation support in the form of scholarships, support for college operations and funding for new facility costs; as well as other private support for nursing and other academic programs, developmental education initiatives, and a variety of student support services and other activities.

Other revenues of \$3.7 million, including daycare, commission, interest income and other miscellaneous revenues, as well as a -\$1.3 million reduction for doubtful accounts, were at 84% of budget year-to-date.

Salary and fringe benefit expenditures year-to-date were 99% and 106% of budget, respectively. Salary costs reflected some delays in refilling critical vacancies on a permanent basis, offset by the addition of adjunct faculty and durational non-faculty to continue operations and provide the educational and support services necessary to respond to enrollment and student service demands. Increased fringe benefit costs appear to reflect a trend since the 2008 economic downturn of more CCC employees opting for the increased certainty of regular state retirement programs over alternate retirement, the inclusion of more adjunct faculty in retirement programs, along with some increase in the fringe benefit rates.

Other non-payroll expenditures of \$58.9 million were at 94% of budget for the year, including about \$11.8 million in utility expenditures which are under budget by \$844 thousand for the year. **Capital outlay expenditures** of \$3.9 million were at about 48% of budget due delays in some large one-time planned projects.

Financial aid grants, waivers and student work study employment of \$117.6 million, were about \$20 million and 20% above the previous year, and about 93% of the original budget, reflecting enrollment and Pell increases. In addition, successful implementation of the Federal Chapter 33 veterans' assistance program brought in more than \$3.5 million in additional veteran tuition and fee benefits not reflected as financial aid, but rather as direct payments for student tuition and fee charges (along with other living assistance paid directly to the veterans).

The required **mandatory transfer of \$1.0 million** in student tuition resources to the State of Connecticut was completed during the second quarter.

Unrestricted Net Asset Projection

CCC Board of Trustees **net asset policy** is designed to promote fiscal accountability by requiring that audited financial statements reflect all assets and liabilities in accordance with Generally Accepted Accounting Principles (GAAP), to ensure that finances are managed in order to meet both short- and long-term financial obligations to students, vendors, employees, donors and grantors. Board policy thus provides that unrestricted net assets should be maintained at a level that covers all carry-forward obligations, and allows for system contingency reserves of 1.2% and college contingency reserves of up to 2-3% in order to support and maintain operations, and mitigate the disruptions to academic programming and student services that might otherwise be caused during times of

economic and budgetary distress. Board policy also recognizes that certain large, one-time obligations often cannot be funded within a single year budget, and thus provides for colleges and the system to accumulate optional reserves for specific additional needs including new facility transition expenses, new academic program startup initiatives, technology and telecommunications upgrades, deferred maintenance and other projects.

Unrestricted net assets declined by \$8.6 million during fiscal year 2009, increased by about \$13.7 million during fiscal year 2010, and are projected to increase slightly during the most recent fiscal year, as colleges generated additional revenues while also seeking to minimize both recurring and one-time costs in light of recent budget reductions, current shortfalls and continuing budgetary uncertainty, even while responding to sustained high levels of enrollment. Final information will not be available until the conclusion of the FY2011 financial statement audit now underway.

w:\FY11\DHE\Fourth Quarter

cc Deans of Administration

Mary Anne Cox, Assistant Chancellor

Paul Susen, Chief Academic Officer

Elizabeth Squillace, Director of Accounting and Finance

Beverly Lambert, Director of Budget and Finance

Connecticut Community Colleges - Fourth Quarter FY2011 Report

Statement of Revenues and Expenditures on a Budgetary Basis - Current Funds Operating Budget for the Quarter Ending June 30, 2011

	Original Operating Budget	YTD Actual	Percent of Budget	Percent of Total
Revenues				
State Appropriations	\$ 158,523,261	\$ 158,282,029	100%	30%
State Fringe Benefits	80,352,877	85,691,071	107%	16%
Tuition	122,063,116	121,753,462	100%	23%
Fees	45,866,461	45,909,561	100%	9%
Government Grants and Contracts	122,800,567	106,698,678	87%	20%
Private Gifts, Grants and Contracts	248,697	5,121,781	2059%	1%
Sales of Educational Activities	392,473	547,797	140%	0%
All Other Revenues	4,582,191	3,868,928	84%	1%
Total Revenue	\$ 534,829,643	\$ 527,873,307	99%	100%
Expenditures and Transfers				
Personal Services	\$ 242,384,804	\$ 240,321,464	99%	46%
Fringe Benefits	99,689,090	105,221,325	106%	20%
Other Expenses	62,382,696	58,877,478	94%	11%
Capital Outlay	8,105,806	3,865,605	48%	1%
Student Aid	124,353,729	114,777,383	92%	22%
Transfer	1,000,000	1,000,000	0%	0%
Total Expenditures/Transfers	\$ 537,916,125	\$ 524,063,255	97%	100%
Adjustments				
Budgetary Net Gain (Loss)	\$ (3,086,482)	\$ 3,810,052		

	<u>General Fund EOY Appropriation</u>	<u>General Fund Actual YTD</u>
Block Grant	\$ 155,817,336	155,576,104
Manufacturing Tech SID's	545,000	545,000
Tuition Freeze	2,160,925	2,160,925
Original Appropriation / BOT Approved Budget	158,523,261	158,282,029
Governor B1 Allotment Adjustment	(241,232)	-
Revised Net Appropriation Allotted	158,282,029	158,282,029

FY2013 Connecticut Community Colleges

FY2013 General Fund Budget

Preliminary Informational Allocation of Estimated \$6M Additional Budget Shortfall

UPDATED 9/7/11	GF Allowable Rollout - Potential Impact of FY13 Shortfall		
	(6) Net FY2012 GF B-1 ARO	FY2013 ARO Shortfall	FY2013 GF Potential ARO
Manchester	17,454,264	(750,599)	16,703,665
Northwestern	6,219,941	(267,481)	5,952,460
Norwalk	14,606,495	(628,136)	13,978,359
Housatonic	10,938,060	(470,379)	10,467,681
Middlesex	7,103,232	(305,466)	6,797,766
Capital	10,572,000	(454,637)	10,117,363
Naugatuck Valley	16,776,973	(721,475)	16,055,498
Gateway	14,088,449	(605,858)	13,482,591
Tunxis	10,204,107	(438,816)	9,765,291
Three Rivers	10,865,651	(467,265)	10,398,386
Quinebaug Valley	5,640,268	(242,553)	5,397,715
Asnuntuck	4,998,845	(214,970)	4,783,875
System Office	3,217,305	(138,357)	3,078,948
System Activities	6,836,774	(294,008)	6,542,766
Subtotal, Salaries	139,522,364	(6,000,000)	133,522,364

Topic: Authorization for the Acquisition of Property – Tunxis Community College

Recommended by: Budget and Facilities Committee

RESOLVED: THAT the Board of Trustees authorizes the acquisition of a portion of property from the Centennial Inn, Inc at 5 Spring Road on behalf of Tunxis Community College, and further authorizes the Assistant Chancellor to request the Department of Administrative Services enter into a purchase agreement subject to compliance with all statutory provisions of the State of Connecticut.

Background: Tunxis Community College has the opportunity to purchase the rear portion of 5 Springs Lane, approximately 5 acres of land and buildings. The property includes buildings H, I and J, totaling 40,686 gross square feet and 63 parking spaces.

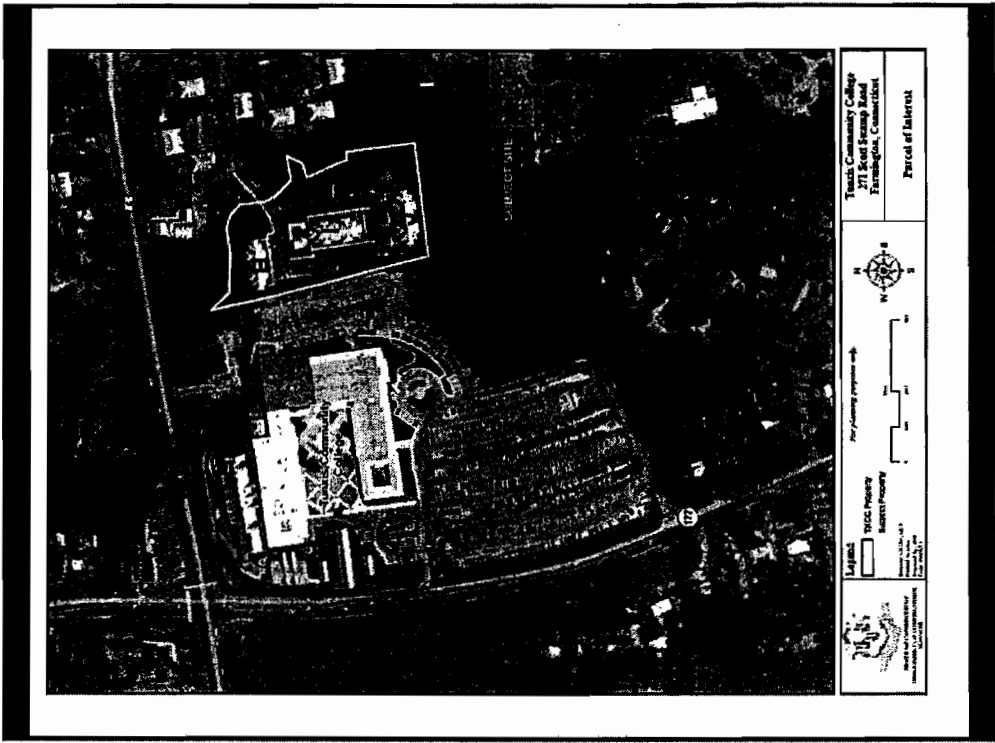
Tunxis has experienced rapid growth in the last decade but has been limited in expansion opportunities being land locked. In particular, there is a need for office space, for parking, and for program expansion, specifically in the areas of Early Childhood Education, Allied Health, and Manufacturing.

The Tunxis Community College Master Plan expansion is proceeding with construction at this time, with Phase II to be completed for fall 2013. The acquisition of this property adjacent to the current campus will allow the College to reexamine its original Master Plan, and revise its Phase III while land banking space.

The Board of Trustees is authorizing the Assistant Chancellor to request the Department of Administrative Services to begin the acquisition of approximately five acres of property from the Centennial Inn, Inc. The purchase of property will follow the standard process and procedures in compliance with applicable statutes and regulations pertaining to such purchase within the State of Connecticut. The purchase price of approximately \$2.8ml would be made by Tunxis Community College from its operating funds.

9-19-11

Board of Trustees
Community-Technical Colleges
61 Woodland Street
Hartford, CT 06105
860.244.7600 phone
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www.commnet.edu



Topic: Confirmation of Community College Degrees and Certificates Conferred – 2010-2011

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees confirms conferral of associate degrees and certificates awarded at the Connecticut Community Colleges during the 2010-2011 academic year as follows.

	Degrees	Certificates	Total
Asnuntuck CC	169	245	414
Capital CC	431	69	500
Gateway CC	565	158	723
Housatonic CC	491	65	556
Manchester CC	812	152	964
Middlesex CC	288	13	301
Naugatuck Valley CC	642	251	893
Northwestern Ct. CC	127	44	171
Norwalk-CC	478	106	584
Quinebaug Valley CC	152	52	204
Three Rivers CC	415	62	477
Tunxis CC	341	178	519
System	4,911	1,395	6,306

Topic: Termination of the Banking Associate in Science Degree Program --
Middlesex Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Middlesex Community College plans to terminate its Banking Associate in Science Degree program.

Background:

Middlesex Community College proposes to terminate its Banking Associate in Science Degree program. This program was developed in 1998 as a system-wide cooperative program in collaboration with the American Institute of Banking, with specialized courses offered at Tunxis Community College. The program has attracted no interest among Middlesex students since its licensure and accreditation, no degrees have been granted and there are no students currently enrolled in the program. The college, therefore, proposes an immediate termination date.

Topic: Approval of a Women's Studies Certificate (Stand-alone) Program--Three Rivers Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Three Rivers Community College plans to offer a Women's Studies Certificate (Stand-alone) Program.

Background:

Three Rivers Community College proposes to offer a 24-credit Women's Studies Certificate (Stand-alone) designed to prepare students for transferring into four-year institutions to pursue a major or a minor in Women's Studies. This Certificate is also designed for students who are interested in working in various private and non-profit sectors. These jobs may include working in domestic violence or welfare rights advocacy, public and community service, non-profit organization work, family counseling, sexual assault counseling, health care, public policy work, human resources, teaching, law and public relations.

Students served by this program will be both the traditional and non-traditional population. The non-traditional population will consist of returning students, particularly women who are looking for support and different options for career choices. Currently, there are no programs in this area at the College.

No additional resources are needed to implement this program, as the College already has qualified faculty members, the necessary equipment and appropriate library materials.

Topic: Approval of a Business Information Systems Core Certificate Program--
Three Rivers Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Three Rivers Community College plans to offer a Business Information Systems Core Certificate Program.

Background:

Three Rivers Community College proposes to offer a 14 credit Business Information Systems Core Certificate that will rapidly provide students and the community with required core skills needed for employment and promotion opportunities.

Many employees with years of experience have, and continue to be, displaced. Unemployment is at record high levels. This Certificate will help displaced workers better compete in the job market for new employment opportunities and allow many to change or enhance their career paths with their current employer or seek opportunities elsewhere. Individuals entering the workforce will gain much needed skills for both immediate application and future development.

The College offers an Associate in Science in Business Information Systems. Students interested in continuing their studies will be able to use all of the courses in the Certificate program to meet the requirements of that degree. Because of this relationship, no additional resources are needed to implement this program as the College already has qualified faculty members, the necessary equipment and appropriate library materials.

Topic: Approval of an Accounting Core Certificate Program--
Three Rivers Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Three Rivers Community College plans to offer an Accounting Core Certificate Program.

Background:

Three Rivers Community College proposes to offer a 15 credit Accounting Core Certificate that will rapidly provide students and the community with required core skills needed for employment and promotion opportunities.

Many employees with years of experience have, and continue to be, displaced. Unemployment is at record high levels. This Certificate will help displaced workers better compete in the job market for new employment opportunities and allow many to change or enhance their career paths with their current employer or seek opportunities elsewhere. Individuals entering the workforce will gain much needed skills for both immediate application and future development.

The College offers an Associate in Science in Accounting. Students interested in continuing their studies will be able to use all of the courses in the Certificate program to meet the requirements of that degree. Because of this relationship, no additional resources are needed to implement this program as the College already has qualified faculty members, the necessary equipment and appropriate library materials.

Topic: Approval of a Marketing Core Certificate Program—
Three Rivers Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Three Rivers Community College plans to offer a Marketing Core Certificate Program.

Background:

Three Rivers Community College proposes to offer a 15 credit Marketing Core Certificate that will rapidly provide students and the community with required core skills needed for employment and promotion opportunities.

Many employees with years of experience have, and continue to be, displaced. Unemployment is at record high levels. This Certificate will help displaced workers better compete in the job market for new employment opportunities and allow many to change or enhance their career paths with their current employer or seek opportunities elsewhere. Individuals entering the workforce will gain much needed skills for both immediate application and future development.

The College offers an Associate in Science in Marketing. Students interested in continuing their studies will be able to use all of the courses in the Certificate program to meet the requirements of that degree. Because of this relationship, no additional resources are needed to implement this program as the College already has qualified faculty members, the necessary equipment and appropriate library materials.

Topic: Approval of a Business Management Core Certificate Program--
Three Rivers Community College

Recommended by: Academic Policies and Student Affairs Committee

RESOLVED: THAT the Board of Trustees approves Three Rivers Community College plans to offer a Business Management Core Certificate.

Background:

Three Rivers Community College proposes to offer a 15 credit Business Management Core Certificate that will rapidly provide students and the community with required core skills needed for employment and promotion opportunities.

Many employees with years of experience have, and continue to be, displaced. Unemployment is at record high levels. This Certificate will help displaced workers better compete in the job market for new employment opportunities and allow many to change or enhance their career paths with their current employer or seek opportunities elsewhere. Individuals entering the workforce will gain much needed skills for both immediate application and future development.

The College offers an Associate in Science in Business Administration. Students interested in continuing their studies will be able to use all of the courses in the Certificate program to meet the requirements of that degree. Because of this relationship, no additional resources are needed to implement this program as the College already has qualified faculty members, the necessary equipment and appropriate library materials.

**BSAA Meeting
September 22, 2011
Agenda**

- 1. Call to Order**
- 2. Approval of Minutes of July 28, 2011 Meeting** (Tab A)
- 3. Approval of Minutes of Executive Session – August 11, 2011 Meeting** (Tab B)
- 4. Action Items**
 - COSC**
 - A. Conferral of Degrees (11-27) (Tab C)
- 5. Reports & Discussion Items**
 - A. Undergraduate Program Report (Tab D)
 - B. Marketing Report (Tab E)
 - C. CTDLC Report (Tab F)
 - D. Enrollment Management Reports (Tab G)
 - E. Financial Aid Reports (Tab H)
 - F. InnovatEDU Report (Tab I)
 - G. Financials (Tab J)
- 6. Chairman's Report**
- 7. Executive Director's Report**
- 8. Other Business**
- 9. Adjournment**

**BSAA Meeting
July 28, 2011**

Minutes of Meeting

Present: E. Janney, J. Long, J. Whitcomb, K. Richards, M. Nicastro (via phone)

Staff: Ed Klonoski, S. Adams, G. Claffey, K. Corcoran, D. Wilkie, C. Williams, B. Krynski

Guests: S. Maynes (OPM)

1. Call to Order

J. Long was appointed BSAA Chairperson in L. Winkler's absence. J. Long called the meeting to order at 12:20 p.m. J. Long appointed K. Richards as Acting Secretary as J. Padilla is unable to make the meeting.

J. Long requested approval of changing the agenda to permit E. Klonoski to update the board on legislative and union concession updates first.

On a motion made by J. Whitcomb and seconded by K. Richards, the Board APPROVED the Change to the Order of the Agenda.

2. Executive Director's Update

E. Klonoski announced the first six members of the new Board of Regents, including former COSC President Merle Harris. He emphasized that these first six appointments are clearly accomplished individuals and that is enormously reassuring. Klonoski relayed that because the union concession vote failed the organization is proceeding with the necessary measures to balance its budget which now includes an 8.35% reduction in the state allotment. This reduction required eliminating four positions (3 currently filled positions and 1 vacant position that will not be filled). E. Klonoski issued 3 layoff notices last week in accordance with AFSCME contract's requirements. A new vote on the clarification to the initial concession plan will occur on Aug 15-16, 2011. If this vote is approved by a simple majority of the state's bargaining units, then the layoff notices will be rescinded.

Chris Cook is the New Student Representative to the BSAA Board and is running for Student Representative for the New Board of Regents.

The COSC Foundation will be conducting the Shea Lecture and Fundraiser on Oct 27, 2011.

Angela Chapman has accepted the position as Executive Assistant to the President filling the vacancy left by Marlene Woodman in March 2011.

Compliance with State Authorizations to conduct online education in individual states is underway. COSC has 22 states approval to conduct business in their state and the remaining states are in progress.

3. Approval of Minutes of May 26, 2011 Meeting

On a motion made by E. Janney and seconded by J. Whitcomb, the Board APPROVED the Minutes of May 26, 2011.

4. Approval of Minutes of June 10, 2011 Executive Session

During the June 10, 2011 meeting, the board reviewed/approved the amended contract with our AFSCME bargaining unit.

On motion made by E. Janney seconded by J. Whitcomb, the Board APPROVED the Executive Session Minutes of June 10, 2011.

5. Action Items

COSC

A. Conferral of Degrees

On a motion made by J. Whitcomb and seconded by E. Janney, the Board APPROVED Resolution 11-18, Conferral of Degrees.

B. Approval of Adjunct Consulting Faculty

The Board reviewed a list of faculty members that the college has requested be reappointed as adjunct consulting faculty for a 3 year term beginning August 1, 2011 and ending on July 31, 2014.

On a motion made by J. Whitcomb and seconded by K. Richards, the Board APPROVED Resolution 11-19, Approval of Adjunct Consulting Faculty.

C. Approval of Core Consulting Faculty

The Board reviewed a list of faculty members that the college has requested be reappointed and new appointments all of whom will serve as core consulting faculty.

On a motion made by E. Janney and seconded by J. Whitcomb, the Board APPROVED Resolution 11-20, Approval of Core Consulting Faculty.

6. BSAA Action Items

A. College FY 2012 Budget

Williams discussed the highlights of FY 2011 in terms of completion of Strategic Planning, Academic Program and College Operations Enhancements. FY 2011 was the highest ESA revenue in the history of the college-- \$8,052,514 (a 17% increase from FY 2010). The projected revenue and expenditures for FY 12 were presented along with a recommendation to approve the FY 12 budget.

On a motion made by J. Whitcomb and seconded by K. Richards, the Board APPROVED Resolution 11-21, ESA Expenditure Budget.

B. College Four-Year Statement of Revenue, Expenditures, & Fund Balance

C. Williams presented the actual/anticipated revenue, expenditures and fund balance based on the College Four-Year Statement of Revenue, Expenditures, & Fund Balance. Total expenditures for FY 2012 are estimated to be \$9,010,194, Anticipated Revenue is estimated at \$8,288,206 and the Anticipated Fund Balance is \$3,224,790.

On a motion made by E. Janney and seconded by J. Whitcomb, the Board APPROVED Resolution 11-22, Four-Year Statement of Revenue, Expenditures, & Fund Balance.

C. College Resolution for Designated Reserves

C. Williams discussed how the reserves are allocated. The current Fund Balance is \$2,879,616 with \$2,763,200 being dedicated to specified purposes and the remaining balance of \$116,416 being unreserved.

On a motion made by K. Richards and seconded by J. Whitcomb, the Board APPROVED Resolution 11-23, FY 2012 Designated Reserves.

D. CTDLC FY 2012 Budget

K. Corcoran discussed the highlights of the CTDLC activities in FY 2011. Highlights include: CTDLC launched the first online course within the CT correctional system; CTDLC successfully launched the Department of Environmental Protection's first online course offering; and the CTDLC signed a five-year agreement to support the Connect-Ability program. CTDLC's FY12 state appropriations have been reduced by nearly 14%. These cuts coupled with the lack of labor concessions among the state's bargaining units have created a large personnel burden for CTDLC. The FY 2012 ESA Revenue projections are \$1,248,650. The FY 2012 ESA Expenditures Plan is \$1,418,317.

On a motion made by J. Whitcomb and seconded by K. Richards, the Board APPROVED Resolution 11-24, ESA Expenditure Budget.

E. CTDLC Four-Year Statement of Revenue, Expenditures, & Fund Balance

K. Corcoran presented the actual/anticipated revenue, expenditures and fund balance based on the College Four-Year Statement of Revenue, Expenditures, & Fund Balance. Total expenditures for FY 2012 are estimated at \$1,418,317. Anticipated Revenue is estimated at \$1,248,650 and the Anticipated Fund Balance is \$398,621.

On a motion made by E. Janney and seconded by K. Richards, the Board APPROVED Resolution 11-25, Four-Year Statement of Revenue, Expenditures, & Fund Balance.

F. CTDLC Resolution for Designated Reserves

K. Corcoran discussed how the CTDLC reserves are allocated. The current Fund Balance is \$568,288 with \$543,131 being designated for specified purposes and with the remaining balance of \$25,131 being unreserved.

On a motion made by J. Whitcomb and seconded by K. Richards, the Board APPROVED Resolution 11-26, Designated Reserves.

7. Reports & Discussion Items

A. CTDLC Report

The Board accepted the report.

B. Financial Reports

The Board accepted the reports.

C. Enrollment Management Reports

S. Adams reported that research is underway to determine why Spring Semester applications, enrollment and renewals were down from previous years. Summer enrollment is up from previous years due in large part to the creation of a second summer term this year. The college served 2,778 matriculated students. While lower than goal, it is 7% more than FY 2010. This is the highest number in the last four years.

The Board accepted the report.

D. Marketing Report

E. Klonoski reported that the College will be launching a major marketing campaign from August to October 2011. Several 30-second television spots will be available on Comcast and Cox cable networks. Online ads and Google search will be available on Facebook, Courant.com, theday.com, WFSB.com, Stamfordadvocate.com, and Yahoo.com. E. Klonoski presented the television commercials for the board to review.

The Board accepted the report.

E. Financial Aid Reports

The Board accepted the reports.

F. Adjunct Faculty

Nothing to report.

8. Chairman's Report

Nothing to report.

9. Adjournment

At 2:10 p.m., on a motion made by E. Janney and seconded by K. Richards, the Board Adjourned.

Secretary
July 28, 2011

Board for State Academic Awards

Charter Oak State College
Connecticut Distance Learning Consortium

Board for State Academic Awards

Special Meeting – Minutes August 11, 2011

Members On the Call: L. Winkler, E. Janney, M. Nicastro, K. Richards, J. Whitcomb.

Staff Present: E. Klonoski, C. Williams.

L. Winkler called the phone conference to order at 4:05 PM. K. Richards moved that the Board go into Executive Session, J. Whitcomb seconded, and the Board voted to enter into executive session.

The first amended contract with AFSCME local 1214 was defeated in the SEBAC vote held in June 2011. Since that vote, SEBAC has changed its voting requirements and has chosen to hold a new vote on a slightly revised agreement. The Board reviewed this second amended contract with AFSCME 1214 that was negotiated by E. Klonoski and C. Williams. The Memorandum of Agreement (MOA) between AFSCME Local 1214 and the BSAA was explained by C. Williams and discussed by the Board.

At 4:15 PM, on a motion made by J. Whitcomb and seconded by K. Richards, the Board VOTED to adjourn from Executive Session and move into Regular Session.

In Regular Session, on a motion made by M. Nicastro and seconded by J. Whitcomb, the Board voted to approve the Memorandum of Agreement as presented by a vote of 5-0. The Board also empowered E. Klonoski to sign the MoA. The MoA is included in these Minutes as Attachment A.

The AFSCME representative has already signed the agreement and the bargaining unit is scheduled to vote on the amended agreement on August 15th.

Secretary

August 11, 2011

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An Equal Opportunity Employer

Board for State Academic Awards

Charter Oak State College
Connecticut Distance Learning Consortium

Attachment A

Memorandum of Agreement

Except as modified herein the Collective Bargaining Agreement between AFSCME Council 4 Local 1214 and the Board for State Academic Awards effective July 1, 2007 through June 30, 2011 and extended by the current Agreement of April 21, 2009 to June 30, 2012 shall continue in full force and effect.

This agreement is made and entered into this 11th day of August 2011 by and between Local 1214 AFSCME Council 4 (a labor organization) within the meaning of Sections 5-270 through 5-280 of the Connecticut General Statutes, and the Board of State Academic Awards (employer), an employer within the meaning of said statutory sections. This agreement is a result of the joint efforts of the parties to respond to the fiscal conditions of the State of Connecticut and is made pursuant to discussions held between the State of Connecticut and the State Employees Bargaining Coalition (SEBAC).

The existing Collective Bargaining Agreement shall be modified as follows:

1. Article 28: The term of the agreement is extended to June 30, 2016.
2. Article 14, Compensation:
 - a. There shall be no increase in salary or payments for either FY 12 or FY 13 deriving from a general wage, annual increment, payment for individuals who were at their top step as a bonus, or a merit increase.
 - b. Salary adjustments for FY 2014 – FY 2016 shall be as follows: a 3% GWI will take effect on the start of the pay period that includes July 1 of 2013, except as noted in 2C below, 2014, and 2015; and a 2.65% AI will take effect on the start of the pay period that includes January 1 in 2014, 2015, and 2016.
 - c. The parties acknowledge that during the period of negotiations, bargaining unit members received previously negotiated salary adjustments for the four (4) pay periods from July 1, 2011 through August 25, 2011. However, employees will be made whole for the difference in percentage between the July 2011 increase received and the wage increase effective August 23, 2013.

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Charter Oak State College
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- d. Lump sum payments received in FY 12 will be divided by 23 and the resultant amount shall be deducted from the employee's pay in equal amount over the next 23 pay periods.
- e. The October 2011 longevity payment for eligible employees shall be reduced by 25%.

In no event shall any employee hired on or after July 1, 2011 be entitled to a longevity payment; provided, however, any individual hired on or after said date who shall have military service which would count toward longevity under current rules shall be entitled to longevity if they have the necessary service requirement in the future. For current employees, no service shall count toward longevity for the two year period beginning July 1, 2011 through June 30, 2013. Effective July 1, 2013, any service accrued during that period shall be added to their service for the purpose of determining their eligibility and level of longevity entitlement.

- 3. Job Security: From July 1, 2011 through June 30, 2015, there will be no loss of employment, including loss of employment due to programmatic changes. Protection from loss of employment is for permanent employees hired prior to July 1, 2011, and does not apply to:
 - Employees in the initial working test period;
 - Those who leave at the natural expiration of a fixed appointment term, including expiration of any employment with an end date;
 - Expiration of a temporary, durational, or special appointment;
 - Termination of grant or other outside funding specified for a particular position; and,
 - Part-time employees who are not eligible for health insurance benefits.

The foregoing does not prevent the Board from restructuring and eliminating positions provided that affected employees shall be reassigned or transferred to another comparable job within the entity for which the employee possesses the requisite qualifications and experience. In any such case, comparable salary and seniority status shall be preserved.

In the event that the BSAA is merged or consolidated through statute during the life of this Agreement, the BSAA will encourage and support the successor entity in recognizing that this bargaining unit remains distinct and that the contract remains in effect.

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Connecticut Distance Learning Consortium

4. Savings and Transformation:

The parties agree to participate in the Labor Management Committees on Savings/Transformation and Information Technology as specified by the aforementioned SEBAC Agreement at the State level, as appropriate.

This agreement is subject to approval of the Legislature pursuant to Connecticut General Statutes Section 5-278.

In witness whereof, the parties have affixed their signature as duly authorized collective bargaining agents.

For Board for State Academic Awards

For LOCAL 1214 AFSCME

Paul Wallace, Staff Representative

Ed Klonoski, Executive Director BSAA

Carolyn Rogers, President Local 1214

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Award of Degrees

Resolved:

That the recommendation for the award of degrees approved by the Consulting Faculty be accepted and accordingly, the Board for State Academic Awards does on the date of September 30, 2011 admit persons named to the degrees indicated.

Secretary
September 22, 2011



Undergraduate Programs Report FY 2010-2011



Highlights

- ▶ *Department name change and staff additions:*

From 1973 to 2002, the college was primarily an aggregator of credits; therefore, the function of the Registrar's Office was primarily transcript evaluation and the Distance Learning Office handled course registration, grades, and course catalog. In spring 2011, as part of the College's strategic move toward online education, the College reorganized the Distance Learning and Registrar's Office staff to appropriately align operational functions. The Distance Learning Office was renamed The Department of Undergraduate Programs.

- ▶ Part of the restructuring included the creation of an **Instructional Design (ID) Team**. The team is responsible for all technical aspects of course development, delivery, and support. The team is led by Amy Lawson, Associate Director of Instructional Design. New staff as of spring 2011 are Dan Facchinetti, Instructional Designer and Bevin Rainwater, Course Developer. Karen Severino, formerly Associate in the Distance Learning Office, joined the ID Team with a revised job description. Sue Israel and Peggy Intravia round out the Office of Undergraduate Programs. Sue Israel's title changed from Distance Learning Administrator to Undergraduate Programs Administrator.

Highlights

- ▶ ***New Orientation Course :***

As the College has become an online institution and more of its students are taking Charter Oak courses, the College wants to ensure that its students can handle college level work. The College has always had a nine-credit admission requirement based on the premise if a student has successfully completed nine credits, then the student can do college-level work. However, over the years there has been concern about students' writing ability. To address this concern the faculty required a Concentration Essay, then a written Concentration Plan of Study (CPS), followed by an Academic Autobiography, and then a Capstone course. But these often came at the end of the student's academic career when it was too late to correct a student's writing deficiency. Because of this concern about writing ability, the Academic Council, based on the recommendation of the faculty committees, approved a three-credit requirement for all students—named the **Cornerstone course**.

- ▶ ***Summer Term added:***

An additional summer term was added so newly matriculated students did not have to wait for fall to take the Cornerstone course. The first summer session began two weeks earlier and ended three weeks later than in past summer terms. The second term overlapped the first by one week.

- ▶ ***Starfish Implementation***

In the summer session, the College implemented Starfish software which allows tracking of student and faculty participation in its online courses and provides data to Academic Counseling that is being used to aid retention.

Credit Course Enrollments by Semester and Fiscal Year

The number of enrollments increased by 13% in FY 10/11 over FY 09/10. The credit course enrollment numbers are shown in Table 1.

Table 1

Credit Course Enrollments by Semester and Fiscal Year

Semester	Fiscal Year					Percent Change	
	2006-2007	2007-2008	2008-2009	2009-2010		2006-2007 to 2010-2011	2009-2010 to 2010-2011
Fall	1,509	2,051	2,405	2,978	3,412	97%	15%
Spring	1,874	2,427	2,795	3,352	3,548	79%	6%
Summer	775	858	1,085	1,265	1,617	63%	28%
Total	4,158	5,336	6,285	7,595	8,577	83%	13%

Credit Courses (Credit Hours) by Semesters and Fiscal Year

The number of credits hours increased by 23% in FY 10/11 over FY 09/10. The credit course credits are shown in Table 2.

Table 2

Credit Course (Credit Hours) by Semester and Fiscal Year							
Semester	Fiscal Year					Percent Change	
	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2006-2007 to 2010-2011	2009-2010 to 2010-2011
Fall	4,366	6,089	7,142	8,824	11,081	154%	26%
Spring	5,456	7,193	8,283	9,884	11,194	105%	13%
Summer	2,290	2,525	3,172	3,677	5,311	132%	44%
Total	12,112	15,807	18,597	22,385	27,586	128%	23%

Credit Course Successful Completion Rates

Table 7

Credit Course Completion Rates

Number & Percent of Students Earning a Passing Grade

Fiscal Year		Fall	Spring	Summer	Total
2006-2007	Number Enrolled	1,504	1,870	775	4,149
	Number Passing	1,302	1,608	689	3,599
	Percent Passing	87%	86%	89%	87%
2007-2008	Number Enrolled	2,051	2,439	856	5,346
	Number Passing	1,715	2,027	742	4,484
	Percent Passing	84%	83%	87%	84%
2008-2009	Number Enrolled	2,402	2,792	1,076	6,270
	Number Passing	2,041	2,356	947	5,344
	Percent Passing	85%	84%	88%	85%
2009-2010	Number Enrolled	2,960	3,338	1,254	7,552
	Number Passing	2,581	2,848	1,090	6,519
	Percent Passing	87%	85%	87%	86%
2010-2011	Number Enrolled	3,730	3,784	1,793	9,307
	Number Passing	3,131	3,223	1,533	7,887
	Percent Passing	84%	85%	85%	85%

Credit Course Successful Completion: The completion rate of students taking Charter Oak credit courses continues to be high.

Note: A passing grade is defined as a D- or better. Approximately 5% fail and 10% received a "W" grade

Non-Credit Enrollments

The total number of non-credit unduplicated enrollments for FY 10/11 was 302 compared to 240 in FY 09/10. Table 4 below shows the student enrollments in non-credit courses.

FY 06-07		FY 07-08		FY 08-09		FY 09-10		FY 10-11	
Sections	Enrollment	Sections	Enrollment	Sections	Enrollment	Sections	Enrollment	Sections	Enrollment
33	226	54	213	80	343	72	240	44	302
Unduplicated Students		Unduplicated Students		Unduplicated Students		Unduplicated Students		Unduplicated Students	
133		144		196		151		160	

New Courses FY 2010– 2011

▶ Fall 2010

- ▶ ECE 176: Health, Safety & Nutrition: Birth– 8
- ▶ ECE 499: Child Studies Capstone
- ▶ IDS 101: Cornerstone Seminar
- ▶ ITE 410: Software Engineering
- ▶ ITE 499: Information Systems Studies Capstone
- ▶ JUD 499: Judaic Studies Capstone
- ▶ LDR 499: Organizational Leadership Capstone
- ▶ MUS 315: Form & Analysis
- ▶ PLG 211: Criminal Law
- ▶ PLG 314: Real Estate Law
- ▶ PLG 399: Paralegal Practicum
- ▶ PLG 412: Insurance Law
- ▶ PSY 499: Psychology Capstone

▶ Spring 2011

- ▶ ENG 205: British Literature 1: Middle Ages– 18th Century
- ▶ HIS 499: History Capstone
- ▶ HLT 102: Dementia & Alzheimer's Disease
- ▶ HLT 103: Hospice & Palliative Care
- ▶ PLG 499: Paralegal Capstone
- ▶ SOC 499: Sociology Capstone

▶ Summer 2011:

- ▶ ECE 210: Observation & Assessment in Early Childhood Education
- ▶ HLT 105: Issues in Aging

Undergraduate Program Goals

- ▶ Strengthen the College's academic program through initiatives focused on curriculum development and innovation market segmentation, faculty engagement in the office of the College, and learning outcomes assessment .
 - 1. Round out existing concentrations based on student demand /data
 - 2. New program development. Support college-wide initiatives to develop new academic offerings
 - 3. Promote more interactive, multimedia-rich learning environment using newly available technologies
 - 4. Increase emphasis on writing across the College's curriculum



MARKETING REPORT

July 19, 2011 – September 6, 2011

- Produced all creative elements of Fall Campaign for the following:
 - Cable TV – Comcast August 1 -19
 - Cable TV – Cox August 1 – 19
 - Google TV August 1 – 19
 - Google Search August 1 – 19; Sept. 27 – Oct. 15
 - Google Online ads August 1 – 19; Sept. 27 – Oct. 15
 - Washington DC through state of Maine
 - Facebook Online ads August 1 – 19; Sept. 27 – Oct. 15
 - Washington DC through state of Maine
 - Yahoo Online ads August 1 – 19; October 2 – 15
 - Courant.com August 1 – 19; Sept. 27 – Oct. 15
 - Stamfordadvocate.com August 1 – 19; Sept. 27 – Oct. 15
 - The day.com (New London) August 1 – 19; Sept. 27 – Oct. 15
 - Wfsb.com August 1 – 19; Sept. 27 – Oct. 15
- Ongoing management of August portion of campaign. Continued coordination for Sept/Oct Term 2 campaign.
- Wrote, designed, printed and mailed 8-page Fall Course brochure.
- Designed Save the Date email for Shea Lecture and Fall Foundation event. Designed invitations and coordinated printing and mailing of invitations for event.
- Coordinated search for P/T Marketing & Communications Associate to replace retiring associate.

Internet Marketing:

- Continued work on content management system with team from Omni Update.

- Continued daily build out of Charter Oak Facebook pages.
- Continued weekly promotion of Admissions Online chats via email invitation, CharterOak.edu homepage exposure, Facebook promotion.
- Promoted online chat with alums via email, charteroak.edu and Facebook.
- Responded to student questions and input via Facebook and President's blog.
- Posted newly produced videos on CharterOak.edu.
- Updated Fall campaign landing page.
- Processed many daily changes and updates to CharterOak.edu as needed.

**Connecticut Distance Learning Consortium
BSAA Report
September 22, 2011**

GOAL 1: The CTDLC will be a premier resource for educational technology.

▪ **Web Development:**

- We finalized the transition of the Connect-Ability website to our data center. (www.connect-ability.com)
- We are designing and developing a registration system for the Connect-Ability Program to integrate their website with new online courses they will be offering.
- 50% of Phase II has been put into production for Vermont's K12 Student Information System (<http://courses.vtvlc.org>). Further development is being done with a planned launch of the final portion of Phase II in early October.
- We are finalizing work with UMass Dartmouth on a CAS (Central Authentication Service) Single-Sign-on mechanism. UMass Dartmouth is going live with eTutoring this September.
- Our team is working to customize a new Net Price Calculator for AAMI (American Academy McAllister Institute of Funeral Education - www.funeraleducation.org) who is a web hosting and LMS client.
- The team is working on revamping the Success Plan in the Adult Success Coaching website (www.adultsuccesscoach.org).
- We are also working on two projects around improving the Charter Oak State College Jenzabar portal platform including email templates and a better integrated credit card processing system for paying for fees.

▪ **Hosting:**

- We have successfully migrated all of our Blackboard clients to the latest version of the learning software.
- We have provided Moodle consulting services to the Cancer Information & Support Network (CISN) organization.

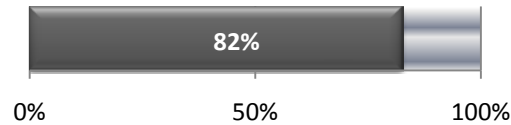
▪ **Instructional Design:**

- Department of Public Safety (State Police) has launched their 8th year of service with a new online course.
- We have launched the Connect-Ability Assistive Technology pilot.
- We are conducting a course audit for Expro Meters in order to transition their training program to an online format.

▪ **Support Center:**

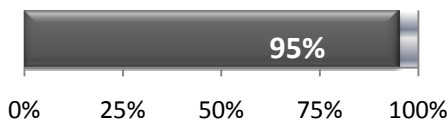
- From August 1, 2010 – July 31, 2011: 12,242 tickets were created. Of those 10,031 were closed within one day.

▪ **Tickets Closed Same Day**

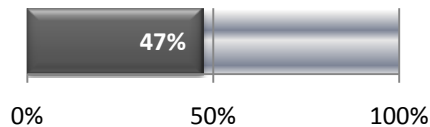


GOAL 2: The CTDLC will be an active resource and effective communicator of best practices in eLearning.

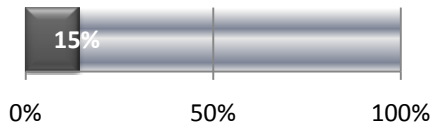
- **Newsletter:** *Contacts: old benchmark: 1200: new benchmark: 2500: current: 2373*



- **Twitter:** *Followers: benchmark: 1,000 by 2011: current: 469)*



- **Facebook:** *Fans: benchmark: 1,000 by 2011: current: 154)*



GOAL 3: The CTDLC will provide a hub for collaboration.

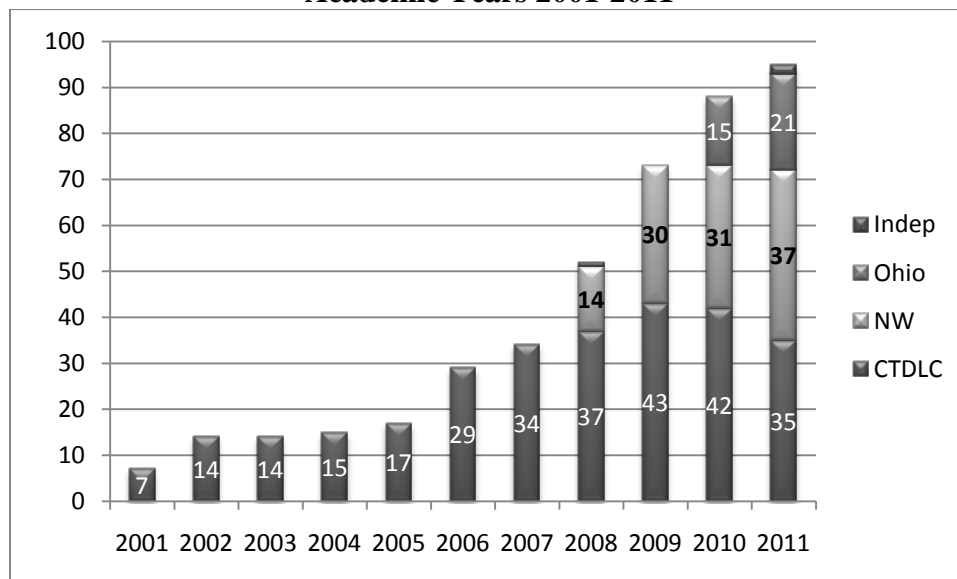
- **DAVIS/FIPSE Online Adult Success Coach Program (ASC):** The six participating colleges and universities are working under CTDLC's guidance as they prepare to roll out the 3rd pilot semester of this online coaching service. This effort is focused on:
 - Updating and creating new coaching processes and training content to support these processes
 - Building online, self-paced training modules utilizing this content
 - Training coaches face to face and virtually in new processes
 - Implementing a standalone coaching pilot program at one of our community colleges

- Each institution implementing its own, specialized strategic plan to effectively deliver this service to its students
- Creating a new Student Success Plan, focused on goal setting and action planning
- **eTutoring:** We are developing a new tracking and response system to manage the growing number of inquiries from interested colleges and universities with the hope of increasing the percentage of sales. The 9th annual NE eTutoring Workshop was held at Manchester Community College on August 16th; members from 6 states across the NE consortium were in attendance, along with the Directors of the Ohio and Northwest eTutoring Consortia.

The NE Consortium lost 4 schools as a result of the budget cutbacks all colleges and universities are attempting to manage. None of these programs are replacing eTutoring at this time with a different online tutoring option. Both the Ohio and the Northwest programs have added institutions to their rosters for the upcoming academic year.

CTDLC has added a new “Platform Only” client in eTutoring; the University of Cincinnati has contracted to use the eTutoring platform to support its own campus specific online tutoring program.

**eTutoring Institutional Growth
Academic Years 2001-2011**



- **CT Adult Virtual High School:**
Summer enrollments were tallied at 113. Wallingford and Norwich had 100% completion rates. WERACE was next with 75%, then East Haven with 50%. Other programs with

students enrolled included Vernon, East Conn, Education Connection, Valley Regional , Stamford, Hamden, ERACE, Naugatuck and East Haven.

There were 667 total enrollments in Orientation to Online Learning and 271 in the Online GED Study course and 109 in the year round locally offered Bridges Math course. The Online Writing Lab had 24 LEAs signed up with 261 student accounts. There were 86 papers submitted. A total of 2026 enrollments were served during this grant period.

▪ **CT Virtual Learning:**

Summer Credit Recovery students are winding down. There were 23 enrollments in credit recovery and 9 enrollments in core curriculum this summer. The 2010 academic year had a total of 172 enrollments with 79% of these receiving a passing grade or better. Of these the majority were split between core curriculum and World Languages.

The program currently has 65 enrollments ready to begin in the fall 2011. Of these 49 are for Mandarin Chinese or Japanese, and the others are for Advanced Placement and core curriculum courses. This is the best pre-term enrollment number ever witnessed by the program. This number may increase as enrollment for fall courses is still under way. With the flexible enrollment options for high school courses opened year-round, it is anticipated that the CT Virtual Learning program enrollments will easily surpass those of last year.

GOAL 4: The CTDLC will create and execute a strategic marketing plan to expand its customer and revenue base.

- We have contracted with SalesForce.com to provide CRM (Customer Relationship Management) services which will allow us to better track and profile sales opportunities.
- We have also contracted with a graphic artist to develop a marketing brochure template to better present CTDLC's value.

GOAL 5: The CTDLC work environment will actively encourage and support employees to exercise leadership, creativity, innovation, and open communication.

- Kevin Corcoran, Cathy Bergren, and Ed Flugrad participated in an invitation-only forum to discuss how to bring Mystic Seaport to the web.

COSC Financial Aid Report for the Period of 7/1/2011 through 08/31/2011

Summary:

Financial Aid Program	Awarded	Disbursed as of 08/31/2011	Available to Award
Federal Pell Grant:	\$1,290,538	\$0	
Federal SEOG Grant	60,116	\$0	\$2,576
COSCGAP ***	\$59,390	\$0	\$3
COSC Grant:***	\$11,870	\$0	\$3,130
COSC In-State Fee Award:	\$44,433	\$0	\$16,264
COSC Out-of-State Fee Award:	\$11,320	\$0	\$6,680
COSC Foundation, Inc:	\$20,000	\$0	\$0
Student Association Fund:***	\$0	\$0	\$0
Subsidized Federal Stafford Loan (need based federal loan)*:	\$2,283,329	\$0	***
Unsubsidized Federal Stafford Loan (non-need based federal loan)*:	\$3,247,506	\$0	***
Federal Parent Loan to Students (PLUS)*:	\$0	\$0	
Outside Resources: Scholarships, Tuition Remission, VA, Capitol Scholarship, Alternative Loans, Other Resources	\$130,338	Disbursed thru Business Office	**
Total amount awarded for this period	\$7,158,840	\$0	\$28,653

*Origination & Default Fee included, may have been taken by the lender and/or Guarantor

**Directly disbursed thru Business Office

*** 1st Disbursement occurs on or after September 15, 2011

Financial Aid History

(Prior to 2000-2001 the figures are for Fee Waivers)

Fiscal Year	Awarded*	Total \$ Awarded
FY 1996-1997	88	\$27,602
FY 1997-1998	94	\$31,668
FY 1998-1999	91	\$31,668
FY 1999-2000	111	\$41,950
FY 2000-2001	96	\$142,259
FY 2001-2002	128	\$318,992
FY 2002-2003	203	\$707,148
FY 2003-2004	210	\$939,361
FY 2004-2005	196	\$490,617
FY 2005-2006	267	\$1,072,308
FY 2006-2007	358	\$1,849,608
FY 2007-2008**	380	\$1,814,759
FY 2008-2009**	474	\$2,285,205
FY 2009-2010**	668	\$3,672,120
FY 2010-2011**	889	\$5,350,687
FY 2011-2012**	678	\$7,158,840

*unduplicated headcount

**excludes declined and cancelled awards

FA Comparison Data as of August 31, 2011	11-12New	10-11 Active	09-10 Final	08-09 Final
# of FAFSA apps received	1597	2145	1631	1209
# awards offered	740	1123	845	598
# awards accepted	618	890	704	498
# of summer apps received	N/A	420	353	176

Please note:

10-11 The fiscal year is July 1, 2010 – June 30, 2011.

10-11 Students were given a priority deadline of April 30, 2011 to apply for summer aid.

FA Comparison Data Year to Year	11-12New Aug 31, 11	10-11 Sept 10, 10
# of FAFSA apps received	1597	1491
# awards offered	740	737
# awards accepted	618	577
# of summer apps received	N/A	N/A

Staff Report: InnovatEDU

Background Information

InnovatEDU launched its first product in March of 2010. Since that time, the staff has worked on establishing both the brand and a user base of clients.

InnovatEDU has launched a marketing campaign designed to develop the InnovatEDU brand and place its “security training” product at schools, colleges, and universities. Through a series of webinars, one-on-one meetings and demonstrations, and at user conferences, InnovatEDU has established a prospect pipeline of over 20 different schools and colleges who are evaluating the InnovatEDU services. Below are some of the highlights of the marketing campaign

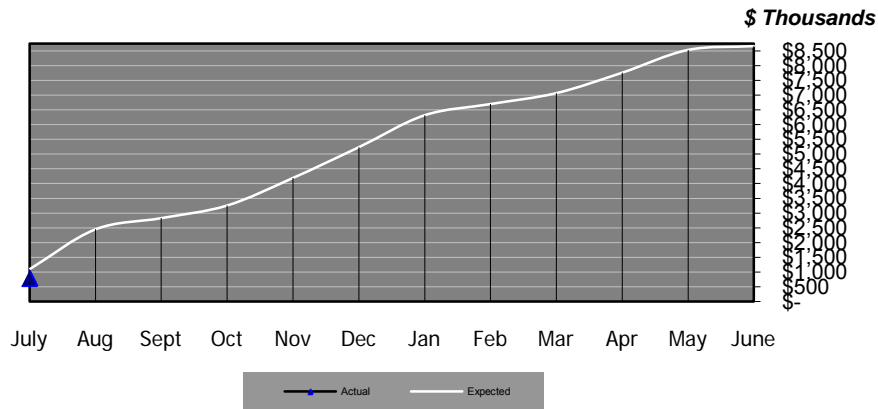
- Three “Securing Your Campus Weakest Link” webinars
- Poster Session at North East Regional Computing Conference (NERCOMP)
- Paper “InnovatEDU: Securing Higher Education” published in ACM: University and College Computing Services 2011 conference.
- Presentation: ACM SIGUCCS Conference

Charter Oak State College

FY 2012 ESA Budget Highlights

July 31, 2011

COSC - FY 12 ESA Revenue



Top 3 Revenues Over Budget

1. Credit Banking (+\$1.7K)
2. Portfolio Review (+\$1.6K)

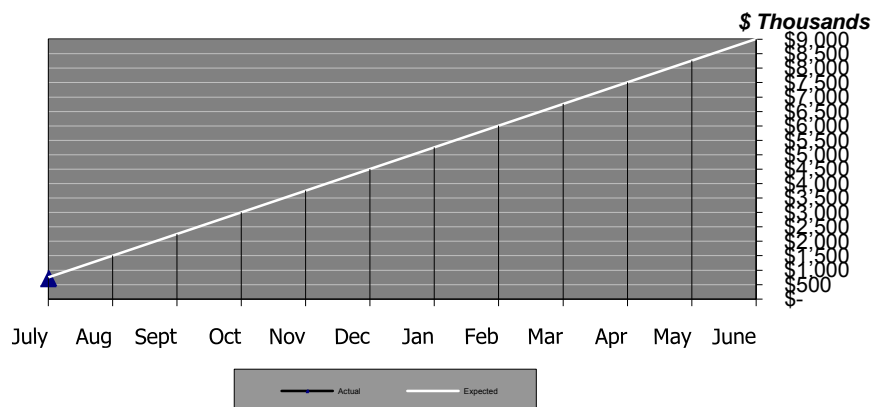
Other revenues over budget = 2

Top 3 Revenues Under Budget

1. Online Learning (-\$397.7K)
2. College Fee (-\$20.0K)
3. Certificates (-\$8.0K)

Other revenues under budget = 16

COSC - FY 12 ESA Expenditures



Top 3 Expenditures Over Budget

1. Salaries & Wages (+\$70.7K)
2. Fringe Benefits (+\$22.7K)
3. Dues (+\$ 7.2K)

Other expenditures over budget = 5

Top 3 Expenditures Under Budget

1. EDP Contractual (-\$21.2K)
2. Advertising (-\$ 20.0K)
3. Fees & Permits (-\$8.0K)

Other expenditures under budget = 31

CHARTER OAK STATE COLLEGE
FY 2012 BUDGET STATISTICS
AS OF JULY 31, 2011

	Previous FY	Current FY	CFY Cash basis
<u>Operating Fund Receipts</u>			
Total Operating Fund Receipts	\$1,357,966	\$864,682	
Percent over Previous FY	57.2%	-36.3%	
Amount from ESA	\$788,867	\$629,556	
Percent from ESA	58.1%	72.8%	
<u>Operating Fund Expenditures</u>			
Total Operating Fund Expenditures	\$855,803	\$947,023	
Amount of Expenditures from ESA	\$590,585	\$732,869	
Percent of Expenditures from ESA	69.0%	77.4%	
Percent over Previous FY	1.9%	10.7%	
Amount for Employee Costs	\$588,475	\$872,631	
Percent for Employee Costs	68.8%	92.1%	
Amount for Professional Services	\$215,393	\$4,919	
Percent for Professional Services	25.2%	0.5%	
<u>ESA Receipts</u>			
Total ESA Receipts	\$788,867	\$629,556	\$243,561
Percent Over Previous FY	31.4%	-20.2%	
Projected ESA Receipts	\$916,329	\$1,094,881	
Amount Over(Under) Projection	-\$127,462	-\$465,326	
Percent Over(Under) Projection	-13.9%	-42.5%	
<u>ESA Expenditures</u>			
Total ESA Expenditures	\$590,585	\$732,869	
Percent Over Previous FY	6.9%	24.1%	
Projected ESA Expenditures	\$667,197	\$750,733	
Amount Over(Under) Projection	(\$76,612)	(\$17,864)	
Percent Over(Under) Projection	-11.5%	-2.4%	
<u>Overall Statistics</u>			
Percent of FY Completed	8.3%	8.3%	
Percent of ESA Receipt Budget Received	10.2%	7.3%	
Percent of ESA Expenditure Budget Spent	7.4%	8.1%	
Operating Fund Balance	\$3,476,741	\$3,362,502	
ESA Fund Balance	\$2,895,955	\$3,168,600	

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT A

**SUMMARY OF RECEIPTS, EXPENDITURES & FUND BALANCE - OPERATING FUND
AS OF JULY 31, 2011**

	FY 2012 BUDGET	FY 2012 ACTUALS
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u>3,444,843</u>	<u>3,444,843</u>
RECEIPTS:		
ESA Portion	8,665,020	629,556
GF Appropriation	1,901,949	231,966
Grants	87,428	3,161
Other Miscellaneous Funds	-	-
TOTAL RECEIPTS	<u>10,654,397</u>	<u>864,682</u>
EXPENDITURES:		
ESA Portion	9,008,794	732,869
GF Appropriation	1,901,949	214,102
Grants	281,433	52
Other Miscellaneous Funds	13,178	-
TOTAL EXPENDITURES	<u>11,205,354</u>	<u>947,023</u>
GAIN (LOSS)	<u>(550,957)</u>	<u>(82,341)</u>
ENDING OPERATING FUND BALANCE JULY 31, 2011	<u>2,893,886</u>	<u>3,362,502</u>

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT B

**SUMMARY OF RECEIPTS, EXPENDITURES & FUND BALANCE - ESA PORTION
AS OF JULY 31, 2011**

	FY 2012 BUDGET	FY 2012 ACTUALS
BEGINNING ESA FUND BALANCE JULY 1, 2011	<u>3,271,913</u>	<u>3,271,913</u>
RECEIPTS:		
Fees	8,288,206	628,521
Sales & Service	115,000	850
Private Gifts & Grants	153,354	-
Other Sources	108,460	185
TOTAL RECEIPTS	<u>8,665,020</u>	<u>629,556</u>
EXPENDITURES:		
Personal Services	6,666,230	659,193
General Expenditures	2,213,266	73,676
Capital Equipment	129,298	-
TOTAL EXPENDITURES	<u>9,008,794</u>	<u>732,869</u>
GAIN (LOSS)	<u>(343,774)</u>	<u>(103,313)</u>
ENDING ESA FUND BALANCE JULY 31, 2011	<u>2,928,139</u>	<u>3,168,600</u>

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT C

**SUMMARY OF RECEIPTS, EXPENDITURES & FUND BALANCE - GENERAL FUND
AS OF JULY 31, 2011**

	<u>FY 2012 BUDGET</u>	<u>FY 2012 ACTUALS</u>
BEGINNING GF - COSC FUND BALANCE JULY 1, 2011	<u>-</u>	<u></u>
RECEIPTS:		
State Appropriation - Personal Services	1,818,081	224,977
State Appropriation - Union Professional Development	8,000	667
State Appropriation - Union Merit Program	10,400	867
State Appropriation - Other	65,468	5,456
TOTAL RECEIPTS	<u>1,901,949</u>	<u>231,966</u>
EXPENDITURES:		
State Appropriation - Personal Services	1,818,081	213,437
State Appropriation - Union Professional Development	8,000	-
State Appropriation - Union Merit Program	10,400	-
Other Expenditures	65,468	665
TOTAL EXPENDITURES	<u>1,901,949</u>	<u>214,102</u>
 GAIN (LOSS)	 <u>-</u>	 <u>17,864</u>
 ENDING GF - COSC FUND BALANCE JULY 31, 2011	 <u>-</u>	 <u>17,864</u>

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT D

**SUMMARY OF RECEIPTS, EXPENDITURES & FUND BALANCE - GRANTS
AS OF JULY 31, 2011**

	FY 2012 BUDGET	FY 2012 ACTUALS
BEGINNING BALANCE JULY 1, 2011	159,752	159,752
RECEIPTS:		
DHE - Financial Aid Grant	59,393	-
Capital Workforce Grant		-
CWEALF Grant - For FY12		-
CWEALF Grant - Em. Medical Resonse	4,000	-
After School Program		-
CCCs - Pathways Exam FY 12		-
Book Commissions - Financial Aid		3,161
Misc. Financial Aid Awards		-
Foundation Grant - Financial Aid	20,000	-
ARC for Early Childhood FY12		-
CREC - Paraprofessional Grant		-
HACCC - CT Director Credential Pilot	4,035	-
Student Activity Fund - Financial Aid	-	-
	<u>87,428</u>	<u>3,161</u>
EXPENDITURES:		
DHE - ConnCAS	4,126	-
DHE - Financial Aid Grant	59,393	-
Capital Workforce Grant	21,124	-
CTDLC - Faculty Development Funding	8,332	-
'CWEALF Grant - For FY12		-
CWEALF Grant - Em. Medical Resonse	4,000	-
COSC Foundation - Financial Aid Grant	20,000	-
Student Activity Fund - Financial Aid Grant	-	-
DHE - ARC for Early Childhood FY10/11		-
HACCC - CT Director Credential Pilot	8,070	52
CREC - Paraprofessional Certificate	(943)	-
CCCs - Pathways Exam FY 12	128,995	-
Book Commissions - FA Grant	27,750	-
After School Program	586	-
Misc. Financial Aid Awards		-
	<u>281,433</u>	<u>52</u>
GAIN (LOSS)	<u>(194,005)</u>	<u>3,109</u>
ENDING GRANTS FUND BALANCE JULY 31, 2011	-34,252.93	162,860

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT E

**SUMMARY OF RECEIPTS, EXPENDITURES & FUND BALANCE
OTHER MISCELLANEOUS FUNDS
AS OF JULY 31, 2011**

	<u>FY 2012 BUDGET</u>	<u>FY 2012 ACTUALS</u>
BEGINNING BALANCE JULY 1, 2011	<u>13,178</u>	<u>13,178</u>
RECEIPTS:		
Capital Equipment Purchase Fund - FY 11		
Other	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
EXPENDITURES:		
DPW Bond Fund allotment	23	-
Capital Equipment Purchase Fund - FY 11	13,155	
Other		-
	<u>13,178</u>	<u>-</u>
GAIN (LOSS)	<u>(13,178)</u>	<u>-</u>
ENDING OTHER MISCELLANEOUS FUND BALANCE JULY 31, 2011	<u>-</u>	<u>13,178</u>

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE**

EXHIBIT F

**SUMMARY OF RECEIPTS, EXPENDITURES
FEDERAL FINANCIAL AID
FY 2012
AS OF JULY 31, 2011**

	<u>TO DATE PELL GRANT</u>	<u>TO DATE DIRECT LOANS</u>	<u>TO DATE FSOEG</u>	<u>TO DATE ALTERNATE</u>
BEGINNING BALANCE JULY 1, 2011	<u>(624)</u>	<u></u>	<u></u>	<u></u>
RECEIPTS				
FFEL Loans (26123 Account)		93,679.00		
Alternate Loans (30521 Account)				0.00
FSOEG (26145 Account)			0.00	
Pell Grant (20108 Account)	45,852.00			
	<u>45,852.00</u>	<u>93,679.00</u>	<u>0.00</u>	<u></u>
EXPENDITURES				
On Behalf of Students:				
Disbursements to Student	3,377.58	45,054.96	0.00	0.00
Disbursements to Student - Books	868.47	1,287.29	0.00	0.00
Disbursements to Foundation	465.00	0.00	0.00	0.00
Disbursements to Other Institutions	0.00	0.00	0.00	0.00
Disbursements to Other State Institutions	485.00	0.00	0.00	0.00
Disbursements to Charter Oak State College	40,655.95	47,336.75	0.00	0.00
	<u>45,852.00</u>	<u>93,679.00</u>	<u>0.00</u>	<u>0.00</u>
 Prior Fiscal Year Dollars	 (624.00)	 0.00	 0.00	 0.00
	<u>(624.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 GAIN (LOSS)*	 (624.00)	 0.00	 0.00	 0.00
	<u>(624.00)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 ENDING - FEDERAL FINANCIAL AID BALANCE JULY 31, 2011	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>	 <u>0.00</u>

Not enough dollars in Pell Account FY11 available to drawdown \$624

**CHARTER OAK STATE COLLEGE
EDUCATIONAL SERVICES ACCOUNT RECEIPTS ANALYSIS
AS OF JULY 31, 2011**

EXHIBIT B-1

	FY 2012 Budget	FY 2012 1-Month Target	FY 2012 Y-T-D Actuals	% variance Vs. Budget	Previous FY 1 Month Actual	% Change FY 12 over FY 11
<u>FEES</u>						
Application	120,000	10,000	8,175	-18.3%	9,150	-10.7%
Aetna Enrollment	32,400	2,700	1,280	-52.6%	2,160	-40.7%
College Fee	551,248	45,937	25,964	-43.5%	123,052	-78.9%
Concentration Proposal	3,366	281	-	N/A	1,290	N/A
Program Change	7,854	655	340	-48.1%	330	3.0%
Graduation	106,600	8,883	5,125	-42.3%	7,175	-28.6%
Transcript	26,232	2,186	2,210	1.1%	2,380	-7.1%
Student Activity	8,000	667	-	N/A	820	N/A
Special Assessment	2,716	226	275	21.5%	275	0.0%
Contract Learning	37,476	3,123	-	N/A		N/A
Portfolio Review	5,044	420	1,998	375.3%		N/A
Online Learning	7,208,020	973,465	575,801	-40.9%	580,359	-0.8%
Credit Banking	41,150	3,429	5,138	49.8%	3,718	38.2%
Bad Check, Payment Plan, Late	34,500	2,875	1,490	-48.2%	1,885	-21.0%
Certificate	103,600	8,633	725	-91.6%	325	123.1%
FEES TOTAL	8,288,206	1,063,480	628,521	-40.9%	732,919	-14.2%
<u>SALES & SERVICE</u>						
Testing Income	70,000	5,833	850	-85.4%	10,325	-91.8%
CCAP	45,000	3,750	-	N/A	13,745	N/A
SALES & SERVICE TOTAL	115,000	9,583	850	-91.1%	24,070	-96.5%
<u>PRIVATE GIFTS & GRANTS</u>						
CTDLC Overhead Payments	50,354	4,196	-	N/A	19,836	N/A
Course Development	-	-	-	-	-	-
Grant Balance Transfers	100,000	8,333	-	N/A	1,400	N/A
Miscellaneous Gifts & Grants	3,000	250	-	N/A	-	N/A
PRIVATE GIFTS & GRANTS TOTAL	153,354	12,780	-	N/A	21,236	N/A
<u>OTHER SOURCES</u>						
Interest	6,000	500	-	N/A	-	N/A
Partnerships	95,460	7,955	150	-98.1%	10,538	-98.6%
Miscellaneous	7,000	583	35	-94.0%	105	-66.7%
OTHER SOURCES TOTAL	108,460	9,038	185	-98.0%	10,643	-98.3%
TOTALS	8,665,020	1,094,881	629,556	-42.5%	788,867	-20.2%

**BOARD FOR STATE ACADEMIC AWARDS
CHARTER OAK STATE COLLEGE
ESA EXPENDITURES
AS OF JULY 31, 2011**

EXHIBIT B-3

	FY 2012 BUDGET	FY 2012 1 MONTH BUDGET	FY 2012 Y- T- D ACTUALS	VARIANCE %
<u>PERSONAL SERVICES</u>				
50-110 Salary, Wages and Benefits	5,172,466	431,039	510,889	18.5%
50-511 Employee Fringe Benefit Costs	1,493,764	124,480	148,305	19.1%
PERSONAL SERVICES TOTAL	6,666,230	555,519	659,193	18.7%
<u>GENERAL EXPENDITURES</u>				
43-512 Student Fees & Tuition Refunds	46,000	3,833	4,206	9.7%
45-520 Other Refund	9,000	750		N/A
50-750 Employee Education (Incl. 51-200)	25,184	2,099	-	N/A
50-780 Travel - In State (Includes 50-800)	14,865	1,239	2,581	108.3%
50-790 Travel - Out of State	113,547	9,462	4,423	-53%
51-230 Management Consulting Services	123,055	10,255		N/A
51-290 Fees - Professional	150,990	12,583	4,919	-60.9%
51-510 Advertising	316,000	26,333	6,304	-76.1%
51-570 Catering Services	13,005	1,084	(1,991)	N/A
51-620 Fees & Permits	217,660	18,138	10,169	-43.9%
51-650 Graphic Design	20,000	1,667	1,245	-25.3%
51-674 Online Information Services	46,400	3,867		N/A
51-675 Subscriptions	19,450	1,621	-	N/A
51-764 Postage	37,000	3,083	1,159	-62.4%
51-780 Dues	100,717	8,393	15,575	85.6%
51-790 Moving Services	500	42	-	N/A
51-800 Non-Employee Reimbursement	6,205	517	62	-88.0%
51-874 Printing & Binding	34,800	2,900	1,828	-37.0%
51-950 Storage	8,000	667		N/A
51-970 Temporary Services	13,750	1,146	-	N/A
52-511 Leasing of Personal Property	13,000	1,083	316	-70.9%
52-531 General Repairs & Maintenance	78,637	6,553	1,585	-75.8%
53-011 M.V. Rentals	4,008	334	334	
53-012 M.V. Repairs (Incl. 53-013)	-	-	-	N/A
53-014 M.V. Supplies	700	58	-	N/A
53-311 Rent	42,208	3,517	-	N/A
53-331 Utility - Electricity	52,500	4,375	-	N/A
53-332 Utility - Natural Gas	10,500	875	227	-74.1%
53-334 Utility - Water	900	75	-	N/A
53-335 Utility - Sewerage	350	29	-	N/A
53-380 Premises Cleaning & Trash Removal	28,000	2,333	3,270	40.1%
53-715 EDP Contractual	253,970	21,164	-	N/A
53-740 EDP Hardware Maintenance	4,080	340	-	N/A
53-755 EDP Software License	137,236	11,436	13,059	14.2%
53-760 EDP Software Maintenance	33,199	2,767	1,264	-54.3%
53-820 Telephone (Incl. 53-830,850,870)	45,500	3,792	1,205	-68.2%
53-920 Computer Supplies	15,000	1,250	648	-48.2%
54-060 Office Supplies	18,200	1,517	4,054	167.3%
54-180 Office Supplies (Alt.)	32,200	2,683	-	N/A
54-190 Books (Under \$600)	6,700	558	(3,092)	N/A
54-200 Promotional Supplies	9,450	788	327	-58.4%
54-810 Education Supplies	10,800	900	-	N/A
54-810 Strategic Planning Initiatives	40,000	3,333		N/A
54-815 Uncollectibles Expense	60,000	5,000		N/A
GENERAL EXPENDITURES TOTAL	2,213,266	184,439	73,676	-60.1%
<u>CAPITAL EQUIPMENT</u>				
55-610 Capital Office Equip.		-	-	N/A
55-700 Capital EDP Equip.	129,298	10,775	-	N/A
55-680 Capital General Plant Equip.		-	-	N/A
CAPITAL EQUIPMENT TOTAL	129,298	10,775	-	N/A
TOTALS	9,008,794	750,733	732,869	-2.4%

Charter Oak State College

JULY 31, 2011

Grant Report

	Faculty Development BAA00086	DHE-ARC BAA00130 FY 10/11	Charts-a- Course BAA00131	BAA00132 CWP-Capital Workforce Grant FY 09 & 10	BAA00139 HACCC CT Dir Cred Pilot	BAA00140 CREC Paraprofessional Cert	BAA00141 CWEALF Emer Med Response
TOTAL REVENUE	\$15,140.59	\$247,655.00	\$138,249.35	\$62,718.00	\$4,035.00		
<u>Previous FY Expenditures</u>							
FY 2002	\$4,521.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2004	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2005	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2006	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2008	\$1,537.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FY 2009	\$750.00	\$9,818.79	\$8,253.97	\$3,750.00	\$0.00	\$0.00	
FY 2010	\$0.00	\$137,983.00	\$0.00	\$675.00	\$0.00	\$0.00	
FY 2011	\$0.00	\$52,730.66	\$1,000.00	\$37,169.00	\$0.00	\$942.50	
TOTAL	\$6,808.56	\$200,532.45	\$9,253.97	\$41,594.00	\$0.00	\$942.50	
<u>Current FY Expenditures</u>							
Faculty Payments		\$9,134.00					
Tutoring Payments							
Payments to Other Institutions							
Salaries & Benefits							
Dues & Subscriptions							
Fees							
Advertising/Graphic design							
Printing/Mailing							
Refreshments					\$52.05		
Reimbursements							
Supplies							
Scholarship Awards							
Software License/Rental							
Transfer to ESA							
Grants - Other							
Promotional Supplies							
Publications							
Travel							
TOTAL	\$0.00	\$9,134.00	\$0.00	\$0.00	\$52.05	\$0.00	
TOTAL EXPENDITURES	\$6,808.56	\$209,666.45	\$9,253.97	\$41,594.00	\$52.05	\$942.50	
BALANCE	\$8,332.03	\$37,988.55	\$128,995.38	\$21,124	\$3,982.95	-\$942.50	

Financial Aid & Other Grants
As of July 31, 2011

	COSC Foundation BAA00105	State of CT CAPS BAA00106	COSC Student Activity Fund BAA00108	COSC Grant BAA00111	CT Wage BAA00128
BEGINNING BALANCE JULY 1, 2011	\$0	\$0	\$0	\$27,750	\$5,303
RECEIPTS				\$3,161	\$0
REVENUE	\$0	\$0	\$0	\$30,911	\$5,303
EXPENDITURES					
50110 - Salaries FT					\$3,889
50140 - Salaries - SW					\$748
50150 - Salaries - PT					
50190 - Accumulated Leave					
50400 - Fringe Benefits					
50780 - Instate Travel					
50790 - Out of State Travel					
51290 - Professional Fees					
51510 - Advertising					
51570 - Catering Services					
51620 - Fees & Permits					
51874 - Printing & Binding					
53011 - Motor Vehicle					
53740 - IT Hardware & Maint					
53830 - Internet Services					
53870 - Loc/Long Distance					
53920 - IT Supplies					
54050 - Food & Beverage					
54060 - Gen Office Supplies					
54190 - Publications & Music					
54720 - Indirect Costs					
55100 - Student Grants & Aid					\$665
TOTAL EXPENDITURES	\$0	\$0	\$0	\$0	\$5,303
BALANCE	\$0	\$0	\$0	\$30,911	\$0

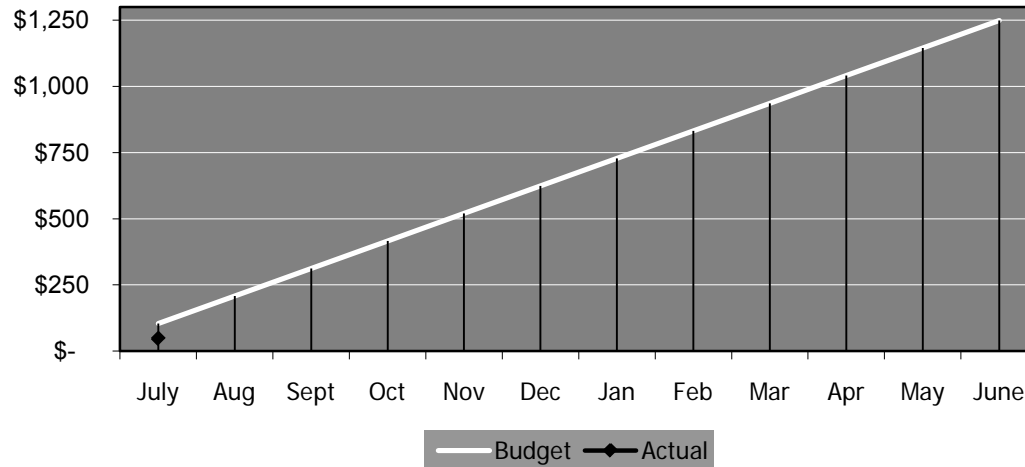
CTDLC

FY 2012 ESA Budget Highlights

July FY 2012

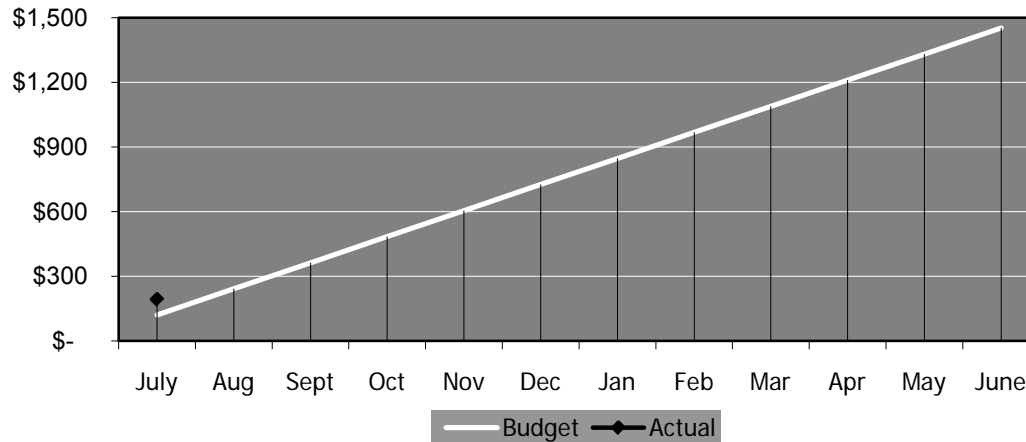
CTDLC - FY 2012 ESA Revenue

\$ Thousands



CTDLC - FY 2012 ESA Expenditures

\$ Thousands



CT DISTANCE LEARNING CONSORTIUM

Financial Report for the One-Month Period Ending July 31, 2011

8/24/2011

The CTDLC business is comprised of revenues earned by serving distance education needs in the state with a focus on cost savings and recovery for its members. Fees charged for services support operational costs, while grant awards fuel the development of new collaborative cost sharing endeavors for the state.

The \$1,008,042 beginning Fund Balance comprises \$579,248 in ESA and \$373,406 in Blackboard License payments carried-forward from FY 2011. Additionally, \$31,189 carried-forward in FIPSE Grant funds plus \$24,200 in Davis Grant funding to support the Adult Success Center, from FY 2011.

Operating Fund

- FY 2012 Receipts total \$189,736 including \$47,634 (25.1 %) in ESA revenue.
- FY 2012 Expenditures total \$816,260 including \$254,422 (31.2 %) for personnel costs that support seventeen full time and twelve part time positions.

Learning Management (LM) Systems for Pass-Through Contracts

As a service to the state, the CTDLC provides LM Systems software license and support services for Blackboard/WebCT Vista products including managing a member-wide contract to support and service WebCT Vista. During FY 2012 the CTDLC anticipates approximately \$436,700 in receipts and \$810,106 in expenditures for direct pass-through to Blackboard from our three Vista partners (the CT State University System, the CT Community College System, and the University of Connecticut) and other State clients. To date \$549,500 was expended, of which \$373,406 was received and carried-forward from FY 2011.

ESA Portion

- The ESA includes \$579,248 brought forward from FY 2011.
- For FY 2012, the total ESA revenue is \$47,634; (3.3 %) of the total amount projected (\$1,451,286).
- ESA expenditures total \$192,783. This is a loss in revenue over expenditures of \$145,149 (75.3 %).

Adult Education Grant

- The CTDLC has been awarded \$273,000 in FY 2012 by the State Department of Education for Year 10 of its work with the CT Adult Virtual High School. For FY 2012, \$5,606 has been expended.

Adult Success Center

- The CTDLC has been awarded a \$78,900 grant from the Davis Foundation for use with the Adult Success Center, of which \$24,200 was carried-forward from FY 2011. For FY 2012, \$0 has been expended.

Department of Corrections

- The CTDLC has been awarded a \$18,782 federal grant for use with the Department of Corrections during FY 2012. For FY 2012, \$1,137 has been expended.

FIPSE Grant

- The CTDLC anticipates spending \$197,286 in the third year of the Grant. For FY 2012, \$6,431 has been expended.

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT A

**SUMMARY OF TOTAL RECEIPTS, EXPENDITURES & OPERATING FUND BALANCE
For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u>1,008,042</u>	<u>1,008,042</u>
<u>RECEIPTS:</u>		
GF - State Appropriation	584,296	72,781
DoC	18,782	-
ESA Portion	1,248,650	47,634
Adult Education Grant	273,000	-
Adult Success Center funded by Davis Grant	30,500	-
FIPSE Grant	166,097	69,321
LM Systems (Blackboard and WebCT)	436,700	
TOTAL RECEIPTS	<u>2,758,025</u>	<u>189,736</u>
<u>EXPENDITURES:</u>		
GF - State Appropriation	584,296	60,804
DoC	18,782	1,137
ESA Portion	1,451,286	192,783
Adult Education Grant	273,000	5,606
Adult Success Center funded by Davis Grant	54,700	-
FIPSE Grant	197,286	6,431
LM Systems (Blackboard and WebCT)	810,106	549,500
TOTAL EXPENDITURES	<u>3,389,456</u>	<u>816,260</u>
 GAIN (LOSS)	 <u>(631,431)</u>	 <u>(626,524)</u>
 ENDING OPERATING FUND BALANCE July 31, 2011	 <u>376,611</u>	 <u>381,518</u>

CONNECTICUT DISTANCE LEARNING CONSORTIUM**EXHIBIT B****STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE****GENERAL FUND****For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u>-</u>	<u>-</u>
 <u>RECEIPTS:</u>		
State Appropriation	<u>584,296</u>	<u>72,781</u>
TOTAL RECEIPTS	<u>584,296</u>	<u>72,781</u>
 <u>EXPENDITURES:</u>		
Personal Services	<u>584,296</u>	<u>60,804</u>
Other Expenses		
TOTAL EXPENDITURES	<u>584,296</u>	<u>60,804</u>
 GAIN (LOSS)	<u>-</u>	<u>11,977</u>
 ENDING GENERAL FUND BALANCE July 31, 2011	<u>-</u>	<u>11,977</u>

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT C

STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE**ESA****For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING CTDLC - OTHER THAN STATE FUND BALANCE July 1, 2011	<u>579,248</u>	<u>579,248</u>
 <u>RECEIPTS:</u>		
eSuite Activities (eTutoring, ePortfolio)	275,000	17,800
Consulting - ID	179,500	2,100
Technical Services (Help Desk, Hosting, Web Devt)	613,650	19,076
VLC & AVHS	100,000	2,658
Miscellaneous (Dues, Interest, Admin.)	80,500	6,000
TOTAL RECEIPTS	<u>1,248,650</u>	<u>47,634</u>
 <u>EXPENDITURES:</u>		
Personal Services (Salary and Benefits)	909,501	180,444
Other Expenses	541,786	12,339
TOTAL EXPENDITURES	<u>1,451,286</u>	<u>192,783</u>
 GAIN (LOSS)	 <u>(202,636)</u>	 <u>(145,149)</u>
 ENDING ESA BALANCE July 31, 2011	 <u>376,611</u>	 <u>434,099</u>

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT D

**STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE
ADULT EDUCATION GRANT
For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u> </u>	<u> </u>
<u>RECEIPTS:</u>		
Adult Education Grant	<u>273,000</u>	<u> </u>
TOTAL RECEIPTS	<u>273,000</u>	<u>-</u>
<u>EXPENDITURES:</u>		
Personal Services (Benefits, etc)	246,250	5,606
Other Expenses	<u>26,750</u>	<u> </u>
TOTAL EXPENDITURES	<u>273,000</u>	<u>5,606</u>
 GAIN (LOSS)	 <u>-</u>	 <u>(5,606)</u>
 ENDING ADULT EDUCATION GRANT FUND BALANCE July 31, 2011	 <u>-</u>	 <u>(5,606)</u>

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT E

STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE**Department of Corrections (DOC)****For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u></u>	<u>-</u>
<u>RECEIPTS:</u>		
DOC Grant	<u>18,782</u>	<u></u>
TOTAL RECEIPTS	<u>18,782</u>	<u>-</u>
<u>EXPENDITURES:</u>		
Personal Services	<u>18,782</u>	<u>1,137</u>
Other Expenses (Benefits, etc)	<u></u>	<u></u>
TOTAL EXPENDITURES	<u>18,782</u>	<u>1,137</u>
GAIN (LOSS)	<u>-</u>	<u>(1,137)</u>
ENDING DOC FUND BALANCE July 31, 2011	<u>-</u>	<u>(1,137)</u>

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT F

STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE**FIPSE GRANT****For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u>31,189</u>	<u>31,189</u>
 <u>RECEIPTS:</u>		
FIPSE Grant	166,097	69,321
TOTAL RECEIPTS	<u>166,097</u>	<u>69,321</u>
 <u>EXPENDITURES:</u>		
Personal Services (Benefits, etc)	57,349	6,431
Other Expenses	139,937	
TOTAL EXPENDITURES	<u>197,286</u>	<u>6,431</u>
 GAIN (LOSS)	 <u>(31,189)</u>	 <u>62,890</u>
 ENDING FIPSE GRANT FUND BALANCE	 <u>-</u>	 <u>94,079</u>
July 31, 2011		

CONNECTICUT DISTANCE LEARNING CONSORTIUM

EXHIBIT G

**STATEMENT OF RECEIPTS, EXPENDITURES & FUND BALANCE
ADULT SUCCESS CENTER funded by DAVIS GRANT
For the One-Month Period Ending July 31, 2011**

	<u>FY2012 BUDGET</u>	<u>FY2012 ACTUALS</u>
BEGINNING OPERATING FUND BALANCE JULY 1, 2011	<u>24,200</u>	<u>24,200</u>
 <u>RECEIPTS:</u>		
Davis Grant	<u>30,500</u>	<u></u>
TOTAL RECEIPTS	<u>30,500</u>	<u>-</u>
 <u>EXPENDITURES:</u>		
Personal Services (Benefits, etc)		
Other Expenses	<u>30,500</u>	<u></u>
TOTAL EXPENDITURES	<u>54,700</u>	<u>-</u>
 GAIN (LOSS)	<u>(24,200)</u>	<u>-</u>
 ENDING DAVIS GRANT FUND BALANCE July 31, 2011	<u>-</u>	<u>24,200</u>

CT DISTANCE LEARNING CONSORTIUM EXPENDITURES			EXHIBIT C1	
ESA ACCOUNT				
For the One-Month Period Ending July 31, 2011			FY2012	FY2012
			BUDGET	ACTUALS
PERSONAL SERVICES				
	50110	Salary and Wages Full Time /Part Time	706,271	143,818
	50511	Benefits	203,230	36,626
		TOTAL PERSONAL SERVICES	909,501	180,444
OTHER EXPENSES				
	50720	Employee Non-Reportable Payments		
	50750	Employee Education & Training	10,420	15
	50780	In-State Travel	200	
	50790	Out-of-State Travel	15,000	1,739
	50800	Mileage Reimbursement	3,400	170
	51111	Attorney Fees		
	51200	Employee Assistance Services	235	
	51230	Management Consultant Services	35,000	
	51290	Educational Services	33,450	
	51510	Advertising & Marketing	15,000	
	51570	Catering Services	2,000	
	51590	Conf/Seminars/Workshop		
	51610	Credit Card Processing Services	375	
	51620	Fees/Permits		
	51640	Freight & Cartage		
	51650	Graphic Design		
	51675	Subscriptions	500	46
	51761	Delivery Services		
	51762	Express Postage	50	
	51764	Postage	800	
	51780	Membership Dues	6,055	1,200
	51810	Pest Control		
	51850	Records Destruction Services	1,426	
	51874	Printing	500	
	51950	Storage Expenses	5,021	
	51970	Temporary Services		
	52511	Leased Office Equipment	4,000	264
	52512	Equipment Lease/Rental-Other		
	52531	Gen. Repairs Contracted Office Eq,	3,840	
	52541	Other Equipment/Rep-Contract		
	53311	Rent	40,108	
	53312	Premises Rent Expense-Agent/Mgmt Co		
	53331	Utilities/Electric	40,000	
	53332	Utilities/Gas		
	53362	Security	670	570
	53380	Premises Cleaning Services	7,000	575
	53390	Premises Cleaning Supplies		
	53401	Premises Repair/Maintenance Services	1,000	
	53402	Premises Repair/Maintenance Supplies	250	121
	53450	Premises Waste/Trash Services	820	
	53715	IT Consultant Services	67,867	
	53720	IT Data Services	1,583	
	53735	Hardware Lease/Rental		
	53740	IT Hardware Maintenance & Support	11,320	
	53755	IT Software Licenses/Rental	73,688	5,168
	53760	IT Software Maintenance & Support	13,130	363
	53820	Cellular Communication	13,200	1,695
	53830	Internet Services	26,750	
	53850	Telephone Repair	20,000	
	53860	Telephone Installation		
	53870	Loc/Long Distance Telecom Services	15,000	
	53920	IT Supplies	5,000	
	54050	Food & Beverages	75	25
	54060	General Office Supplies	1,500	
	54080	Kitchen/Dining Supplies	75	
	54150	Minor Equipment -Controllable	1,000	342
	54160	Personal Hygiene Supplies	400	45
	54180	Printing Supplies		
	54190	Publications and Music	725	
	54720	Indirect Overhead	50,354	
	55040	Grant Funds Returned		
	55610	Capital Office Equipment		
	55660	Capital Books		
	55680	Capital General Plant/Equipment	3,000	
	55700	Capital IT Hardware	10,000	
	55710	Capital Telecom		
		TOTAL OTHER EXPENSES:	541,786	12,339
TOTALS			1,451,286.42	192,783

