

BOARD OF REGENTS FOR HIGHER EDUCATION

MEETING MINUTES

10:00 a.m., May 16, 2013

Centinel Hill Hall, Capital Community College

950 Main Street, Hartford, CT

REGENTS PRESENT

Lewis J. Robinson, Chair
Yvette Meléndez, Vice Chair
Richard J. Balducci
Eugene L. Bell
Naomi K. Cohen
Dr. Lawrence J. DeNardis
Matt Fleury
Dr. Merle W. Harris

Gary Holloway
Craig S. Lappen
Jewel Mullen*
Michael E. Pollard
Sharon Palmer*
Stefan Pryor*
Catherine H. Smith*

REGENTS ABSENT

Dr. Rene Lerer
Eugene Bell
Zac Zeitlin

Michael Fraser
Nicholas M. Donofrio

**ex-officio, non-voting member*

BOR STAFF

Philip E. Austin, interim BOR President
Elsa M. Nuñez, VP for State Universities/President, Eastern Connecticut State University
David Levinson, VP for Community Colleges/President, Norwalk Community College
Dennis C. Murphy, BOR interim Chief of Staff
Steven Weinberger, VP Human Resources
Erin A. Fitzgerald, Associate Director of Board Affairs/BOR Secretary

UNIVERSITY/COLLEGE PRESIDENTS

Martha McLeod, Asnuntuck Community College
Wilfredo Nieves, Capital Community College
Dorsey Kendrick, Gateway Community College,
Anita T. Gliniecki, President, Housatonic Community College
Gena Glickman, Manchester Community College
Anna M. Wasescha, President, Middlesex Community College
Daisy Cocco De Filippis, President, Naugatuck Valley Community College
Barbara Douglass, Northwestern Community College
Robert Miller, Quinebaug Valley Community College
Cathryn Addy, Tunxis Community College
Ed Klonoski, President, Charter Oak State College
Jack Miller, Central Connecticut State University
Mary Papazian, President, Southern Connecticut State University
James Schmotter, Western Connecticut State University

CALL TO ORDER

Chairman Robinson called the meeting to order at 10:10 a.m.

REMARKS

Chairman Robinson, Interim BOR President Austin and Capital Community College President Nieves provided brief remarks to the Board.

Chairman Robinson expressed his thanks and appreciation to members of the Board for their efforts since their initial appointment, noting the Board was about to embark upon a new chapter with the appointment of an incoming Board President. He also thanked management, in particular, interim BOR President Philip Austin, along with the university and college presidents, faculty and staff.

Interim BOR President Austin reported on the following items:

IT:

- A projected savings of \$450,000 annually (starting in FY14) for the community colleges by leveraging existing state university infrastructure to bring Blackboard hosting in-house.
- A projected savings of \$800,000 annually (starting in FY14) for the state universities telecommunications purchasing, by eliminating redundancy and purchasing in bulk.
- The two items collectively achieve an operating savings of \$1.25M for the system starting FY14.

Innovation/Outreach:

- The BOR facilitated a partnership between Central Connecticut State University's Institute of Technology and Business Development to host two new, online, free non-credit courses to introduce students to manufacturing jobs in the state, and to the Advanced Manufacturing Centers at Asnuntuck, Housatonic, Naugatuck and Quinebaug Valley Community Colleges. This is the first partnership of its kind since the Board of Regents was formed.
- The BOR plans to submit a consortium proposal to the U.S. Department of Labor for the third round of Trade Adjustment Act/Career Training grant funding. The BOR has been very successful in its recent past submissions – including an award of \$12.1 million for the Health and Life Sciences Grant. President Austin commented upon

President Wilfredo Nieves' invaluable efforts and collaborative, collegial contributions.

Government Relations:

- President Austin provided a brief update on upcoming legislative matters including the recent legislation affording the Board of Regents the appointing authority for the BOR President. He also expressed his appreciation for the contributions of the legislature for the efforts taken and underway to restore funding for teaching faculty positions and

President Nieves addressed the Board welcoming them to Capital Community College and provided an update on recent initiatives and accomplishments of the College, including their laudatory efforts in the areas of excellence in academics and diversity.

APPROVAL OF MEETING MINUTES

Meeting minutes were approved as noted below:

- April 4, 2013 Meeting; on a motion by Richard J. Balducci, seconded by Gary Holloway.

CONSENT CALENDAR

Chairman Robinson provided background on Consent Items and the development and review of those items prior to being placed on consent. **Richard Balducci moved that the Board of Regents for Higher Education approve the Consent Calendar listed below; Yvette Melendez seconded and the Consent Calendar items listed below passed unanimously**

Consent Calendar May 16, 2013

1. Consent Calendar

- a) Licensure and accreditation
 - i. Technology Studies (AS) - Computer Engineering Technology Option
Middlesex Community College
 - ii. Digital Media and Design (BA/BFA) UConn
- b) Terminations
 - i. Animation and Video Arts (AS), Northwestern Connecticut Community College
 - ii. General Science (BS), Central Connecticut State University
 - iii. Computer Services (AS) with an Option in Applications Quinebaug Valley Community College
- c) Program Modifications
 - i. Administrative Support (C2) to offer the program at the Danbury Center
Naugatuck Valley Community College

- ii. Business Management (C2) to offer the program at the Danbury Center Naugatuck Valley Community College
- iii. Business Management (AS) to offer the program at the Danbury Center Naugatuck Valley Community College
- iv. General Studies (AS) to offer the program at the Danbury Center Naugatuck Valley Community College
- v. Political Science (MS) to substantially modify existing concentration in Public Policy and Administration to a concentration in Urban Affairs and Public Policy Southern Connecticut State University
- vi. Computer Services (AS) with an Option in Technical Support to substantially modify the curriculum Quinebaug Valley Community College
- vii. Pathology (MS) addition of concentration in Veterinary Anatomic Pathology UConn
- d) Honorary Degrees – Three Rivers Community College
- e) University Promotion & Tenure Recommendations
- f) CSU Professor Recommendation – CCSU
- g) Interdistrict Magnet School at Three Rivers Community College
- h) Use of Reserves to Support the Cost of the Maguire Associates Enrollment Study
- i) Audit of Charter Oak State College and Connecticut Distance Learning Consortium for the Fiscal Year ended June 30, 2012

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Following commentary from Committee Chair Merle Harris, the following resolution concerning the Board of Regents Faculty Awards (Research, Scholarly Excellence and Teaching) was unanimously adopted on a motion by Lawrence DeNardis, with a second by Matt Fleury:

WHEREAS The Connecticut State University Trustees Research Awards were established by CSU Board Resolution #06-06 to recognize faculty who are doing research/creative activities of exceptional promise subsequently named the Norton Mezvinsky Trustees' Research Awards by CSU Board Resolution #09-72, and

WHEREAS The Connecticut State University Trustees Teaching Awards were established to recognize junior faculty who are engaged in teaching practice and collegial interactions resulting in the educational improvement of university programs by CSU Board Resolution #07-09, and

WHEREAS An ad hoc committee of senior campus administrators and faculty members identified by the Faculty Advisory Committee reviewed these awards in April 2013 and made recommendations about the future of the awards, be it

RESOLVED That the Norton Mezvinsky Trustees' Research Awards be renamed Board of Regents Research Awards, and that five awards continue to be granted annually among the state universities: one award of \$1,000 to a faculty member from each

of the state universities and a single award of \$1,000 to the individual who best exemplifies high-quality research/creative achievement, and be it further

RESOLVED That Board of Regents Scholarly Excellence Awards be established to recognize faculty at the community colleges who conduct similar work befitting the community college mission, and that thirteen awards be granted annually among the community colleges: one award of \$1,000 to a faculty member from each of the community colleges and a single award of \$1,000 to the individual who best exemplifies high-quality scholarly excellence, and be it further

RESOLVED That the Connecticut State University Trustees Teaching Awards be renamed Board of Regents Teaching Awards, and that the awards be extended to the community colleges so that eighteen awards be granted annually: one award of \$1,000 to a faculty member from each of the state universities and community colleges and a single award of \$1,000 to the individual who best exemplifies high quality teaching among the state universities and a single award of \$1,000 to the individual who best exemplifies high quality teaching among the community colleges, and be it further

RESOLVED That the President of the Board of Regents is authorized to develop guidelines to implement this policy, and be it further

RESOLVED That the President of the Board of Regents develop a proposal for a teaching award to recognize adjunct faculty that would be able to be awarded in the spring of 2014.

ADMINISTRATION COMMITTEE

Committee Chair Naomi Cohen provided an update on the items under review by the Administration Committee, noting that the following two items would be coming before the Board concerning presidential expenses:

- 1) auto, optional benefits and optional expenses become part of college campus budgets for which reimbursement will be made based on documentation
- 2) university housing allowances, that are part of the contractual employment terms and conditions of presidents, will continue as housing/institutional advancement payments. Institutional advancement will be included within annual evaluation goals.

Upon additional commentary from Committee Chair Cohen, **the following resolutions were approved unanimously (HR Policies moved by Naomi Cohen, seconded by Michael Pollard; Policy on Process moved by Michael Pollard, seconded by Craig Lappen):**

Human Resources policies for Management and Confidential Professional Personnel for the System Office, the Connecticut State University System, the Regional Community – Technical Colleges and Charter Oak State College

WHEREAS, Pursuant to Section 10a-1 of the Connecticut General Statutes, the Board of Regents is the governing body for the Connecticut State University System, the Regional Community – Technical Colleges and Charter Oak State College; and

WHEREAS, Pursuant to Section 10a-20 of the Connecticut General Statutes, the selection, appointment, assignment of duties, amount of compensation, sick leave, vacation leave, leaves of absence, termination of service, rank and status of the individual members of the staff of the system of higher education shall be under the sole jurisdiction of their respective boards; and

WHEREAS, In accordance with Section 10a-1b(b) of the Connecticut General Statutes, the Board of Regents shall establish terms and conditions of employment for its staff; and

WHEREAS, In accordance with Connecticut General Statutes Section 10a-72(a), the Board of Regents acting as the Board of Trustees of the Regional Community-Technical Colleges shall fix compensation, establish the terms and conditions of employment; and

WHEREAS, In accordance with Section 10a-89(a) of the Connecticut General Statutes, the Board of Regents acting as the Board of Trustees for the Connecticut State University System shall establish the terms and conditions of employment; and

WHEREAS, In accordance with Section 10a-143(e) of the Connecticut General Statutes, the Board of Regents acting as the Board for State Academic Awards may determine the terms and conditions of employment; and

WHEREAS, Despite administering the policies of the three separate boards, there are inconsistencies in terms and conditions of employment which lead to inefficiencies and potentially disharmonious results; and

WHEREAS, The Board of Regents sought to harmonize the terms and conditions of employment for the Management and Confidential Professional Employees of the Connecticut State University System, the Regional Community – Technical Colleges and Charter Oak State College by creating a superseding Board of Regents policy so that there would be only one articulation of the terms and conditions of employment; and

WHEREAS, The Committee on Administration recommends the adoption “Human Resources Policies for Management and Confidential Professional Employees of the Board of Regents for Higher Education, version 1.0” dated April 26, 2013 proposing terms and conditions of employment; so be it

RESOLVED, That the Board of Regents adopts “Human Resources Policies for Management and Confidential Professional Employees of the Board of Regents for Higher Education, version 1.0” dated April 26, 2013 effective immediately. (to be posted online at www.ct.edu)

POLICY ON PROCESS FOR ESTABLISHING BOARD POLICY

WHEREAS, In accordance with Section 10a-6(a)(1) the Board of Regents for Higher Education acting as the Board of Governors, shall establish state-wide policy and guidelines for Connecticut’s system of public higher education; and

WHEREAS, In accordance with Connecticut General Statute Section 10a-72(b)(1) subject to the statewide policy and guidelines, the Board of Regents acting as the Board of Trustees of the Regional Community -Technical Colleges shall make rules for the governance of the Regional Community-Technical colleges and determine the general policies of those institutions; and

WHEREAS, In accordance with Section 10a-89(a)(3) of the Connecticut General Statute subject to the statewide policy and guidelines, the Board of Regents acting as the Board of Trustees for the Connecticut State University System shall establish policies for the University System and for the individual institutions under its jurisdiction; and

WHEREAS, The Board of Regents has administered the policies of the Boards of Trustees for the Connecticut State University System and for the Regional Community-Technical Colleges, but seeks to reconsider some of those policies, and to create and establish policies of its own action, and has created a process to enable it to do so; so be it

RESOLVED, That the Board of Regents approves and adopts the following Policy on Process for Establishing Board Policy.

POLICY ON PROCESS FOR ESTABLISHING BOARD POLICY

I. POLICY STATEMENT

The Board of Regents for Higher Education (“BOR”) is committed to open and transparent communication of the policies that govern its actions. It is the intention of the BOR to create policies that are well-defined, understandable and consistent with its mission.

II. PURPOSE

The purpose of this policy is to establish a formal process to create, approve, rescind, and revise policies and procedures that inform students, staff and faculty of the Connecticut State University System, the Connecticut Community Colleges and Charter Oak State College as well as to establish the governing authority of the BOR.

III. DEFINITIONS

ConnSCU: The collective of the following institutions: Charter Oak State College, Asnuntuck Community College, Capital Community College, Gateway Community College, Housatonic Community College, Manchester Community College, Middlesex Community College, Naugatuck Valley Community College, Northwestern Connecticut Community College, Norwalk Community College, Quinebaug Valley Community College, Three Rivers Community College, Tunxis Community College, Central Connecticut State University, Eastern Connecticut State University, Southern Connecticut State University, and Western Connecticut State University.

Constituent unit: The categorization of the institution as community college, state university, the University of Connecticut or Charter Oak State College.

Guidelines: Guidelines establish a protocol to manage a particular policy or procedure as it relates to a particular activity.

Policy: A BOR policy is an official statement of the governing principles that guide and inform the decisions and actions of the BOR and institutions under its purview. Policies have broad application for the collective of state colleges and universities. Certain policies may extend to the University of Connecticut when applicable and consistent with State statutes establishing the authority of the BOR for Higher Education. Policies are developed to promote operational efficiencies, to enhance the BOR mission and values, to promote academic excellence, to address student needs, to manage institutional dynamics, to reduce institutional risks, and to ensure compliance with applicable laws and regulations. In developing a BOR policy, consideration should be given to the implications for implementation to ensure that the intent of the policy is achievable, cost effective, and produces the desired outcomes.

Procedure: A procedure describes the steps needed to implement or manage a policy, and operate consistent with policy. A procedure describes a process that must be followed to achieve the desired outcomes. A procedure is not a policy.

IV. PROCEDURES

A. General Requirements: All BOR policies will be developed and reviewed in accordance with the following requirements:

1. BOR policies shall be:

- Applicable to ConnSCU institutions (policies may apply to the University of Connecticut, but only as delineated by State statutes)
 - Consistent with applicable laws and regulations
 - Be approved by the full Board of Regents
2. Connecticut Community College Board of Trustees policies, Connecticut State University Board of Trustees and Charter Oak State College policies will remain in effect until amended or rescinded by the BOR and shall govern the constituent unit for which it was written.
 3. Each BOR policy will be reviewed and updated from time to time as appropriate.
 4. Any new policy as well as any revision of an existing policy may be required whenever there is a change(s) in:
 - the organization;
 - relevant laws, regulations, or case law;
 - available resources, personnel, and facilities; or
 - circumstances that may necessitate restructuring or reformulation of an existing policy or procedure.

B. Development, Approval, or Rescission

1. Development

A policy proposal may be presented to an executive staff member, a Vice President or a standing or special committee of the BOR. All policy proposals shall benefit from a collaborative focus with board committees working in partnership with staff members who are tasked with researching, vetting, and providing guidance, where applicable, to create or modify board policy. A policy proposal shall include a staff summary describing the information considered in developing the proposal and also a proposed resolution for adoption by the BOR committee. If recommended, the BOR Committee will submit the proposed policy or procedure for official consideration and approval to the full Board of Regents for Higher Education.

2. Approval

Upon receipt of an approved policy the Board Secretary will:

- Post the document on the BOR website.
- Send an e-mail to all ConnSCU informing them of the policy and the date on which it will take effect.
- Notify all Regents.

3. Modification and Rescission

Proposals to rescind or modify a policy shall be approved by the Board.

V. RESPONSIBILITY

- A.** Policy shall be approved by vote of the board. The BOR may not delegate its policy making authority to committee. Only the BOR may adopt policy.
- B.** The President of the BOR or his/her designee is responsible for ensuring that all policies are current, compliant with the law, and consistent with other applicable standards.
- C.** Each Vice president will be responsible for:
 1. Reviewing and updating the policies and procedures as needed.
 2. Ensuring that his/her staff and colleagues are made aware of all applicable policies.
 3. Monitoring compliance and assessing outcomes.

VI. APPROVAL and EFFECTIVE DATE

Effective Date will be upon passage unless otherwise directed by Board or law.

FINANCE AND ADMINISTRATION COMMITTEE

Following remarks from Committee Chair Gary Holloway, **the following resolution was unanimously approved on a motion by Gary Holloway with a second by Richard Balducci:**

The use of insurance proceeds and CSUS 2020 funds by Southern Connecticut State University for renovations at Buley Library

WHEREAS, Construction bids for renovations to the Buley Library at Southern Connecticut State University have exceeded available funds by approximately \$3.5 million; and

WHEREAS, In 2008 Southern received \$6,034,463.35 to settle an insurance claim for damages caused by a flood at the Buley Library; and

WHEREAS, Approximately half of the insurance settlement funds remain uncommitted; and

WHEREAS, Southern requests approval to apply \$995,000 of the insurance settlement funds from the 2006 Buley flood towards Library renovation costs; and

WHEREAS Board policy provides that the use of current fund or plant fund balances must be approved by the president and, if the amount to be used is \$250,000 or greater, by the board; and

WHEREAS, Southern requests approval to reallocate up to \$1,050,232.01 in CSUS 2020 code compliance/infrastructure improvement funds to the Buley Library renovation; and

WHEREAS CSUS 2020 laws requires a formal approving vote of the board of trustees for revisions to CSUS 2020 projects; now, therefore, be it

RESOLVED, That Southern Connecticut State University is authorized to reallocate up to \$1,050,232.01 of CSUS 2020 Code Compliance/Infrastructure Improvement funds to the Buley Library renovation project, and to use up to \$995,000 in insurance proceeds for the Buley Library renovation project.

AUDIT COMMITTEE

Committee Chair Craig Lappen advised the Audit Committee approved the appointment of PriceWaterhouseCoopers as the external auditor for the audits of the state universities and community colleges for fiscal year ended June 30, 2013. **On a motion by Craig Lappen, seconded by Lawrence DeNardis, the Board unanimously approved the following resolution:**

RESOLVED, that the Board of Regents hereby approves the appointment of PricewaterhouseCoopers to perform audits of the Connecticut State Universities and the Connecticut Community Colleges for fiscal year ending June 30, 2013.

Committee Chair Lappen further advised that the Internal Auditor search had concluded with the decision to appoint Karen Stone as Director of Internal Audit (noting the dual reporting relationship of the position—to the Board of Regents and the BOR President). **On a motion by**

Craig Lappen seconded by Matt Fleury, the Board unanimously approved the resolution below appointing Karen E. Stone as Director of Internal Audit for the Board of Regents for Higher Education.

WHEREAS, Through the incumbent's retirement, a vacancy was created in the position of Director of Internal Audit for the Board or Regents,

WHEREAS, The Chairman of the Board of Regents appointed a Search Committee to recruit and identify qualified candidates to serve as Director of Internal Audit,

WHEREAS, Through an open, competitive process, the Search Committee identified Karen E. Stone (CV attached) for appointment as Director of Internal Audit,

WHEREAS, The Search Committee's recommendation was presented to and endorsed by the Audit Committee of the Board of Regents,

RESOLVED, That effective May 16, 2013, Karen E. Stone is hereby appointed to the position of Director of Internal Audit in accordance with applicable Human Resources Policies for Management and Confidential Professional Personnel.

EXECUTIVE COMMITTEE

Chairman Robinson noted the Executive Committee had not met since the March meeting of the Board, however, in accordance with existing bylaws, any proposed revisions thereto required an introductory notification to the Board. Chairman Robinson noted a proposed revision aligning BOR bylaws with the recent legislative action concerning the appointing authority of the Board of Regents for the BOR President. The item will move forward for adoption at the June 20 meeting of the Board pending

EXECUTIVE SESSION

Chairman Robinson requested a motion to move to Executive Session for discussion limited to the appointment of a public officer or employee. Richard J. Balducci so moved; Matt Fleury seconded the motion and it was approved unanimously, with the Board entering into Executive Session. Chairman Robinson requested President Austin, interim Chief of Staff Dennis Murphy, VP for Human Resources Steven Weinberger and BOR Secretary Erin Fitzgerald to join the Board in Executive Session and indicated that no votes would be cast during Executive Session.

RETURN TO OPEN SESSION

Upon returning to Open Session, Chairman Robinson announced that no votes were taken during Executive Session and discussion was limited to the appointment of a public officer or employee.

RECOMMENDATION TO GOVERNOR CONCERNING BOR PRESIDENT

On a motion by Matt Fleury, with a second by Naomi Cohen, the following resolution was unanimously approved.

WHEREAS, The members of the Regents Search Committee of the Board of Regents (BOR) for Higher Education with the assistance of members of the Systemwide Advisory Committee conducted a national search for the BOR President resulting in applications from 29 individuals, and

WHEREAS, Having completed this search through the evaluation of credentials and interviews with three outstanding finalist candidates, the Regents Search Committee recommends that Dr. Gregory W. Gray be appointed as President of the Board of Regents for Higher Education, and

WHEREAS, In accordance with Public Act 13-4, the BOR is empowered to appoint its President who shall serve at its pleasure; therefore, be it

RESOLVED, That effective July 1, 2013, Dr. Gregory W. Gray is hereby appointed as President of the Board of Regents for Higher Education at an annual salary of \$380,000 and in accordance with the terms and conditions as outlined in the contract dated May 16, 2013.

ADJOURNMENT

Michael Pollard moved to adjourn; Lawrence DeNardis seconded and the meeting adjourned at 11:35 a.m.

Submitted,

Erin A. Fitzgerald, Associate Director, Office of Board Affairs/
Secretary of the Board of Regents for Higher Education