

CT BOARD OF REGENTS FOR HIGHER EDUCATION
MINUTES – REGULAR MEETING
10:00 a.m., Thursday, December 18, 2014
61 Woodland Street, Hartford, CT

REGENTS PARTICIPATING

Nicholas M. Donofrio, Chair
Yvette Meléndez, Vice Chair
Richard J. Balducci
Stephen Adair*
Eugene L. Bell
Robert E. Brown
Naomi K. Cohen
Lawrence J. DeNardis
Matt Fleury

Sarah Greco
Merle W. Harris
Craig S. Lappen
William J. McGurk
JoAnn Price
David Jimenez
Catherine H. Smith* *via teleconference*
Elese E. Wright

REGENTS ABSENT

Jewel Mullen*
Stefan Pryor

Sharon Palmer*

**ex-officio, non-voting member*

BOR STAFF

Gregory W. Gray, President (via teleconference)
David Levinson, VP State Colleges & President, Norwalk Community College
Elsa M. Nuñez, VP State Universities & President, Eastern Connecticut State University
Laurie Dunn, interim VP for Human Resources & Labor Relations
Keith Epstein, Vice President for Facilities, Real Estate & Infrastructure Planning
Erika Steiner, Chief Financial Officer
Joseph Tolisano, Chief Information Officer
Ernestine Weaver, Counsel
Erin A. Fitzgerald, Associate Director of Board Affairs/BOR Secretary

UNIVERSITY/COMMUNITY COLLEGE PRESIDENTS

Edward Klonoski, Charter Oak State College
James Lombella, Asnuntuck Community College
Elizabeth Roop, Housatonic Community College
Gena Glickman, Manchester Community College
Anna Wasescha, Middlesex Community College
Daisy Cocco De Filippis, Naugatuck Valley Community College
Carlee Drummer, Quinebaug Valley Community College
Cathryn Addy, Tunxis Community College
Jack Miller, Central Connecticut State University
Mary Papazian, Southern Connecticut State University

CALL TO ORDER

Chairman Donofrio called the meeting to order at 10:05 a.m. and declared a quorum present.

ADOPTION OF AGENDA

On a request by Chairman Donofrio, on a motion by Regent Balducci, with a second by Regent DeNardis, the proposed agenda was unanimously adopted with one amendment: tabling the approval of minutes to the January 15, 2015 meeting.

EXECUTIVE SESSION - (appointment of a public officer or employee)

At 10:07 am on a motion by Regent Fleury, seconded by Regent McGurk, the Board voted to go into Executive Session for the purpose of discussion concerning appointment of a public officer or employee. Chairman Donofrio announced that no votes would be taken in Executive Session. Chairman Donofrio directed BOR President Gray, Ernestine Weaver, Laurie Dunn and Erin Fitzgerald to remain in executive session with the Board.

RETURN TO OPEN SESSION

At 10:20 am Chairman Donofrio announced that the meeting was in Open Session and that no votes were taken in Executive Session, which was limited to discussion concerning strategy with respect to collective bargaining.

APPOINTMENT OF HOUSATONIC COMMUNITY COLLEGE PRESIDENT

Chairman Donofrio provided brief remarks regarding the search process for the HCC president, noting that the nationwide search yielded 44 applicants, which were narrowed down to 7 semi-finalists, then three exceptional finalists. The Chairman extended his thanks and appreciation to the members of the HCC College Advisory Committee, Dr. Elizabeth Roop for her service as interim president and to the members of the Regents Search Committee (Vice Chair Melendez, Elease Wright, Eugene Bell, Merle Harris and Richard J. Balducci). He expressed his deep appreciation to all the students, faculty and staff for their participation in the important process which yielded an excellent president who will be joining HCC in April of 2015. **On a motion by Yvette Melendez, seconded by Eugene Bell, the following resolution appointing Dr. Paul Broadie as President of Housatonic Community College was unanimously approved.**

WHEREAS, The members of the Regents Search Committee, with the assistance of members of the Housatonic Community College Advisory Committee, conducted a national search for a president for the college, and

WHEREAS, Having completed this search through the careful evaluation of credentials and interviews with outstanding finalist candidates, the Regents Search Committee recommends that Dr. Paul Broadie II be appointed as President of Housatonic Community College, and

WHEREAS, The Chairman of the Board of Regents for Higher Education and the President of the Board of Regents for Higher Education concur in this recommendation, therefore, be it

RESOLVED, That effective April 3, 2015, under the terms and conditions of the Human Resources Policies for Management and Confidential Professional Employees of the Board of Regents for Higher Education as such policies may be revised from time to time, the CT Board of Regents for Higher Education affirms that Dr. Paul Broadie is hereby appointed as President of Housatonic Community College at a biweekly salary of \$7,337.17 (\$191,500 annualized).

BOR PRESIDENT W. GRAY

President Gray provided a comprehensive, system-wide year-end update (attached hereto as Exhibit A.

At the conclusion of President Gray's report, three students addressed the Board to share their positive experiences at their institutions. Chairman Donofrio thanked the students for their remarks and took the opportunity to highlight page 12 of President Gray's report asking board members to indicate if they were in disagreement with the goals articulated therein: Transform CSCU 2020--A continuing Focus on Students: Preparation to Achieve Life & Career Goals; Quality Student Experience; Superior Course & Program Access; and Affordable Prices.

CONSENT AGENDA

Chairman Donofrio called for a motion on the Consent Agenda. Following a request by Regent Greco to remove Consent Agenda Item 9e to the ASA Committee report, on **a motion by Regent Harris, seconded by Regent Cohen, the items listed on the Consent Agenda below were unanimously approved.**

- **Terminations**
 - Technical Writing Certificate – Three Rivers CC
- **Modification**
 - Therapeutic Recreation Certificate – Middlesex CC
 - Human Services – A.S. – Quinebaug Valley CC
- **New Programs**
 - Biotechnology Certificate – Middlesex CC
 - Data Security Specialist – AS – Gateway CC

- Mobile Application Development – AS – Gateway CC
- COT's Engineering Science/STEM Certificate – Quinebaug Valley CC
- COT's Technology Studies/STEM Certificate – Quinebaug Valley CC
- Graphic Design – AS – Three Rivers CC
- Accelerated Advanced Manufacturing Machining – Certificate – Tunxis CC
- Interdisciplinary Peace, Collaboration and Conflict – Certificate – Gateway CC
- **Resolution regarding College of Technology (COT) Technology Pathway**
- ~~**BOR Policy on FERPA and Directory Information**~~ (moved to ASA Committee)
- **Adjustments to One Year Housing Contract**
- **Tuition and Fee Refund Policy**
- **Tuition & Fee Waiver Authorizations**
- **2015 BOR Meeting Schedule**

RESOLUTIONS ON CONSENT:

- **Terminations**
Technical Writing Certificate – Three Rivers CC
RESOLVED: That the Board of Regents for Higher Education approve the discontinuation of the Technical Writing Certificate at Three Rivers Community College with a phase-out period of two years until December 30, 2016.
- **Modification**
 - Therapeutic Recreation Certificate – Middlesex CC
RESOLVED: That the Board of Regents for Higher Education approve the modification of a program in the Therapeutic Writing Certificate at Middlesex Community College to substantively change the curriculum.
 - Human Services – A.S. – Quinebaug Valley CC
RESOLVED: That the Board of Regents for Higher Education approve the modification of a program in the Human Services (A.S.) degree at Quinebaug Valley Community College to substantively change the curriculum.
- **New Programs**
 - Biotechnology Certificate – Middlesex CC
RESOLVED: That the Board of Regents for Higher Education license a program in Biotechnology leading to a Certificate at Middlesex Community College for a period of three years until December 30, 2017.
 - Data Security Specialist – AS – Gateway CC
RESOLVED: That the Board of Regents for Higher Education license a career-track program titled Data Security Specialist leading to an Associate in Science (A.S.) degree at Gateway Community College for a period of three years until December 30, 2017.
 - Mobile Application Development – AS – Gateway CC
RESOLVED: That the Board of Regents for Higher Education license a career-track program in Mobile Application Development leading to an Associate in Science (A.S.) degree at Gateway Community College for a period of three years until December 30, 2017.
 - COT's Engineering Science/STEM Certificate – Quinebaug Valley CC
RESOLVED: That the Board of Regents for Higher Education license and accredit a program in College of Technology's Engineering Science/STEM leading to a Certificate at Quinebaug Valley Community College.
 - COT's Technology Studies/STEM Certificate – Quinebaug Valley CC
RESOLVED: That the Board of Regents for Higher Education license and accredit a program in College of Technology's Technology Studies/STEM leading to a Certificate at Quinebaug Valley Community College.

- Graphic Design – AS – Three Rivers CC

RESOLVED: That the Board of Regents for Higher Education license a career-track program in Graphic Design leading to an Associate of Science (A.S.) degree at Three Rivers Community College for a period of three years until December 30, 2017.

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- Accelerated Advanced Manufacturing Machining – Certificate – Tunxis CC

RESOLVED: That the Board of Regents for Higher Education license and accredit a program in Accelerated Advanced Manufacturing Machining leading to a Certificate at Tunxis Community College.

- Interdisciplinary Peace, Collaboration and Conflict – Certificate – Gateway CC

RESOLVED: That the Board of Regents for Higher Education license and accredit a program in Interdisciplinary Peace, Collaboration, and Conflict leading to a Certificate at Gateway Community College.

Resolution regarding College of Technology (COT) Technology Pathway

RESOLVED: That the Board of Regents for Higher Education approves the continued implementation of the College of Technology transfer agreements between twelve community colleges and Central Connecticut State University. The programs in this agreement represent the ideal of seamless and transparent transfer for students and are exempt from meeting the specific requirements of the Board's Transfer and Articulation Policy.

• ~~**BOR Policy on FERPA and Directory Information**~~ (moved to ASA Committee)

Adjustments to One Year Housing Contract

WHEREAS, Pursuant to the provisions of Section 10a-99 of the Connecticut General Statutes, "...the Board of Trustees of the Connecticut State University System shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the University, and may make refunds of the same", and

WHEREAS, A "Resolution concerning Refund Policy for Academic Year Housing Contracts" was passed by the Board of Regents at their February 19, 2013 meeting because the existing Resolution concerning the tuition and fee refund policy (BR #10-37) did not address the handling of refunds for housing contracts covering the full academic year, and

WHEREAS, Since that time, the state universities have expressed a desire to make minor revisions to the academic year housing contract Resolution to adjust key dates to improve the administration of the annual housing contract, and to enable a University Presidents to waive or defer the collection of the housing deposit under extenuating circumstance, now therefore be it

RESOLVED, That the "Resolution concerning Refund Policy for Academic Year Housing Contracts" as passed by the Board of Regents at their February 19, 2013 meeting is hereby rescinded and be it further

RESOLVED the Housing and Board Refund Policy set forth in the Attachment to this Resolution is effective for Academic Year 2015-16 and following for those institutions that adopt full-academic year housing contracts.

Housing and Board Fee Refund Policy

In accordance with the Higher Education Amendments of 1998 (Public Law 105-244), the Federal government mandates that students receiving Title IV assistance who withdraw from all classes may only keep the financial aid they have “earned” up to the time of withdrawal. Title IV funds that were disbursed in excess of the earned amount must be returned by the University and/or the student to the Federal government. This could result in the student owing funds to the University, the government, or both. The amount of unearned aid to be returned is based on the percentage of enrollment period completed.

The refund policy below excludes the effect of the return of Title IV funds. Students receiving Federal aid should consult with their university Bursar or Financial Aid office prior to withdrawal in order to determine the financial impact that the return of Title IV funds will have upon the student.

FEE	TIME DUE	REFUND POLICY*
Housing Deposit \$250	Academic year On or before April 1 for returning Students and on or before May 1 for new students, with specific date to be chosen by each campus. Dates will be less than 30 days prior to the dates shown above (April 1 and May 1).	Non-refundable
Housing Fee (applies to Students who withdraw from the University and housing to calendar.	Academic year contract to be be paid in two installments: Fall Term charges <u>Not later than</u> August 1 Spring Term charges <u>Not later than</u> January 2	Upon withdrawal from the University, the housing will mirror the University refund policy for tuition fees: 100% refund, less the Deposit, for withdrawal up the first day of University-wide classes as defined by the published university 90% of the balance, less the housing deposit, will be refunded during the first week of university- wide classes. 60% of the balance, less the housing deposit, will be refunded during the second week of university-wide classes.

Housing Fee (applies to students who remain enrolled and but withdraw from of the university housing)

40% of the balance, less the housing deposit, will be refunded during the third and fourth weeks of university-wide classes. No refund after the fourth week of University-wide classes.

Upon withdrawal from University housing up to

including June 30, 100%

housing charges, less the housing deposit, will be removed from the student's account.

No refunds for students who withdraw from housing on or after July 1 (academic year) or December 1 (spring term – for those students who plan to enter housing for the first time in spring), unless otherwise approved through a review process to be established by each university.

1. Housing Contract Cancellation

- A. Students who wish to cancel their Housing Contract/Assignment must do so in writing by adhering to the Housing Withdrawal process for their respective University.
- B. Students who request to cancel their Housing Contract/Assignment will automatically be released for the following reasons:
 - The student is participating in an internship, co-op, study abroad, student teaching, or other academic obligation that reduces or eliminates their need for on-campus housing.
 - The student has medical reasons for cancellation that are verified by University Health Service Staff.
 - The student has graduated from the University before the end of the contract period.
 - The student is academically suspended before the end of the contract period.
 - The student has officially withdrawn from the University.
- C. Students who request a Housing Contract Cancellation for reasons other than those noted in section B will have their Housing Cancellation request reviewed through a process to be established by each University.

- D. Students who are approved to have their Housing Contract cancelled for reasons other than those noted in section B, will forfeit the Housing Deposit that they have paid if their cancellation is before or during their initial contracted term of occupancy.
- E. Students who are not approved to have their Housing Contract cancelled shall remain responsible for the fees associated with the duration of their Housing Contract and retain the right to occupy their assigned room.
- F. Students who have their Housing Contract cancelled for the convenience of the university will not be required to pay any housing fee associated with the contract period.
- G. Students who have their Housing Contract cancelled for judicial/disciplinary reasons will be responsible for paying for the duration of the semester in which their contract was cancelled and are not entitled to a refund.

2. Housing Contract Cancellation Review Process:

- A. The Vice President for Student Affairs (or Vice President to whom Residence Life reports) at each university will establish a process to review and decide upon student requests to cancel their housing contract when the student does not meet any of the conditions identified in 1B above and the student requests relief from their obligation to pay the full academic-year housing fee.
- B. Under the process, each university may define conditions under which it will waive or refund any portion of the housing fee, with the exception of the housing deposit. In cases where the Committee agrees to cancel the housing contract during the fall term (or first term of occupancy), the student forfeits their housing deposit.

3. The University President may defer or waive the collection of the Admissions and/or housing deposit in extenuating circumstances.

Tuition and Fee Refund Policy

WHEREAS, Pursuant to the provisions of Section 10a-99 of the Connecticut General Statutes, "...the Board of Trustees of the Connecticut State University System shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university, and may make refunds of the same," and

WHEREAS, Board Resolution 10-37, Tuition and Fee Refund Policy has neither been reviewed nor updated since 2010, and

WHEREAS, The components of the refund policy applicable to housing are in force for those Universities which have not adopted the Academic Year Housing Contract Resolution as passed on February 19, 2013, and

WHEREAS, This amendment authorizes University Presidents to waive or defer the collection of the admissions and/or housing deposit under extenuating circumstances. This amendment also aligns the housing refund policy with the tuition and fee refund policy for students who withdraw from the University, now therefore be it

RESOLVED, Board Resolution 10-37 is hereby rescinded and replaced by the Tuition and Fee Refund Policy attached herein and is effective for Academic Year 2014-15.

TUITION AND FEE REFUND POLICY

In accordance with the Higher Education Amendments of 1998 (Public Law 105-244), the Federal government mandates that students receiving Title IV assistance who withdraw from all classes may only keep the financial aid they have “earned” up to the time of withdrawal. Title IV funds that were disbursed in excess of the earned amount must be returned by the university and/or the student to the Federal government. This could result in the student owing funds to the university, the government, or both. The amount of unearned aid to be returned is based on the percentage of enrollment period completed.

The refund policy below excludes the effect of the return of Title IV funds. Students receiving Federal aid should consult with their university Bursar or Financial Aid office prior to withdrawal in order to determine the financial impact that the return of Title IV funds will have upon the student.

FEE	TIME DUE	REFUND POLICY*
Application Fee	Upon Submission of Application	<ul style="list-style-type: none">• Non-refundable
Confirmation Deposit (UG/G) \$200 (applied to Tuition/Fees)	May 1 or within 15 days of invoicing thereafter	<ul style="list-style-type: none">• Non-refundable
Re-registration Fee	Upon re-registration	<ul style="list-style-type: none">• Non-refundable
Full-time Tuition and Fees	Fall Semester <u>not later than</u> August 1 Spring Semester <u>not later than</u> January 2	<ul style="list-style-type: none">• Upon withdrawal from the University up to the first day of university-wide classes as defined by the published university calendar, 100% of the amount paid will be refunded;• 90% of the balance will be refunded during the first week of university-wide classes,• 60% of the balance will be refunded during the second week of university-wide classes,• 40% of the balance during the third and the fourth weeks of university-wide classes,• No refund after the fourth week of university-wide classes.
Housing Deposit \$250	Fall Semester <u>not later than</u> April 1	<ul style="list-style-type: none">• Non-refundable

	Spring Semester <u>not later than</u> November 1	
Housing Fee (applies to students who withdraw from university)	Fall Semester <u>not later than</u> August 1 Spring Semester <u>not later than</u> January 2	<ul style="list-style-type: none">• Upon withdrawal from the University up to the first day of university-wide classes as defined by the published university calendar, 100% of the balance paid less the housing deposit will be refunded,• 60% of the balance will be refunded during the first two weeks of university-wide classes,• 40% of the balance during the third and fourth weeks of university-wide classes,• no refund after the fourth week of university-wide classes.
(applies to students who remain enrolled but withdraw from university housing)		<ul style="list-style-type: none">• Upon withdrawal from a residence hall up to and including the first day of university-wide classes as defined by the published university calendar, 100% of the balance paid less the housing deposit and the housing cancellation fee, if applicable, will be refunded.• No refunds will be made after the beginning of university-wide classes.
Housing Cancellation Fee (applies to students who remain enrolled but withdraw from university housing)	Fall Semester and Spring Semester	<ul style="list-style-type: none">• Upon withdrawal from a residence hall 15 to 28 days prior to and including the first day of university-wide classes as defined by the published university calendar, a 10% housing cancellation fee based upon the housing fee after deducting the housing deposit will be assessed.• Upon withdrawal from a residence hall 1 to 14 days prior to and including the first day of university-wide classes, a 20% housing

		cancellation fee based upon the housing fee after deducting the housing deposit will be assessed.
Food Service Fee	Fall Semester <u>not later than</u> August 1 Spring Semester <u>not later than</u> January 2	<ul style="list-style-type: none">Meal portion of fee refundable, on a prorated basis, upon withdrawal from the University; or upon withdrawal from University housing at the request of the student and contingent upon the concurrence of the University. The discretionary cash component of the food service fee, if any, will be refunded according to procedures established at each University.
Part-time and Summer/Winter Sessions – Registration Fee	Fall, Spring, Summer and Winter Sessions	<ul style="list-style-type: none">Non-refundable
Part-time Tuition and General University Fee and Summer/Winter Course Fees	Fall and Spring Semesters – Courses greater than eight weeks in length	<ul style="list-style-type: none">100% of the amount paid will be refunded during the first week of university-wide classes,60% of the balance will be refunded during the second week of university-wide classes,40% of the balance will be refunded during the third and the fourth weeks of university-wide classes,No refund after the fourth week of university-wide classes.
	Summer/Winter Sessions – Courses greater than eight weeks in length	<ul style="list-style-type: none">100% refund during the first week of classes,60% refund during the second week of classes,40% refund during the third and fourth week of classes,No refund thereafter.
	Fall, Spring, Summer, and Winter Sessions – Courses three weeks to eight weeks in length	<ul style="list-style-type: none">100% refund prior to the second class meeting,60% refund prior to the third class meeting,

		<ul style="list-style-type: none">• 40% refund prior to the fourth class meeting,• No refund after the beginning of the fourth class meeting.
	Fall, Spring, Summer, and Winter Sessions – Courses less than three weeks in length	<ul style="list-style-type: none">• 100% refund prior to the second class meeting,• 60% refund prior to the third class meeting,• No refund after the beginning of the third class meeting.
Ed.D. Professional Seminar	Summer – four full days, not meeting consecutively	<ul style="list-style-type: none">• 75% refund within 24 hours of first class meeting• No refund thereafter
E-Learning On-Line Fee	Upon Registration	<ul style="list-style-type: none">• Non-refundable
E-Learning Course Fees	<u>Included within Full-time and Part-time Refund Schedules Above</u>	

Federal regulations require that all refunds be restored to Federal programs in the following priority sequence:

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Unsubsidized Federal Direct Stafford Loans
4. Subsidized Federal Direct Stafford Loans
5. Federal Perkins Loans
6. Federal PLUS Loans received on behalf of the student
7. Federal Direct PLUS received on behalf of the student
8. Federal Pell Grants
9. Federal SEOG Program Aid
10. Other grant or loan assistance authorized by title IV of the HEA

After obligations to the above are satisfied, funds will then be returned to

11. Other State, Private, or Institutional Assistance
12. Student

Refunds of Tuition and Fees under Unusual Circumstances.

Under circumstances beyond the control of the student or in cases where attendance has been denied by the University, the University President may authorize the deferment or waive the collection of the admissions and/or housing deposit, as well as the refunding of tuition and fees otherwise designated as non-refundable.

*All refunds will be made automatically upon formal withdrawal from a University.

Tuition & Fee Waiver Authorizations

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 was limited to for-credit courses taken by the high school student and did not permit students to take courses without receiving credit, nor did it apply to middle school students, now therefore be it

RESOLVED, That BR11-56 is hereby rescinded and replaced by the Tuition and Refund Policy set forth in Attachment I to this Resolution.

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 Secondary Education 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 Secondary Education 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 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. *Students at Southern Connecticut State University will pay a \$15 fee for a "rush" 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.

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

2015 BOR Meeting Schedule (Exhibit B attached hereto)

ACADEMIC & STUDENT AFFAIRS COMMITTEE

Following ASA Committee Chair Merle Harris' response to Regent Greco's inquiry, **on a motion by Regent Harris, with a second by Regent Lappen, the following resolution approving the BOR Policy on FERPA and Directory Information was unanimously approved.**

WHEREAS, The Board of Regents in accord with the Connecticut State Colleges and Universities comprised of seventeen institution and a System Office, is committed to protecting the privacy of its students, and disclosing student information only as consented to or otherwise acceptable under the Family Educational Rights and Privacy Act (FERPA); and

WHEREAS, the Code of Federal Regulations Title 34 Section 99.1 requires that each education agency or institution provide students with notice of the rights under FERPA including the right to inspect and review records; amend records believed to be inaccurate; consent to the disclosure of records; and instruct on procedures to file complaints; and the ability to opt out of directory information; and

WHEREAS, The Code of Federal Regulations Title 34 Section 99.31 describes conditions under which consent is not required to disclose information and those conditions include but are not limited to school officials and directory information; and

WHEREAS, CSCU in working systematically needs to access directory information within its system, but not with the public at large;

WHEREAS, The Board of Trustees of the Community Colleges had approved Policy 5.7 Notification of Rights under the Family Educational Rights and Privacy Act (FERPA) amended 2010 and each of the State Universities maintained their own procedures with respect to managing directory information and notice requirements; therefore be it

RESOLVED, That the Board of Regents rescinds the Community College Board of Trustees Policy 5.7 and supplants the State Universities internal procedures; be it

RESOLVED, That the Board of Regents approves and adopts the Family Education Rights and Privacy Act Notice and Directory Information Policy.

Family Educational Rights and Privacy Act (FERPA) Notice and Directory Information Policy

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the College or University receives a request for access. Students should submit to the registrar, dean, head of the academic department, or other appropriate official,

written requests that identify the record(s) they wish to inspect. The College or University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College or University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request amendment of an education record that the student believes is inaccurate. Students may ask an appropriate College or University official to amend a record that they believe is inaccurate. However, FERPA is not intended to provide a process to question substantive judgments that are correctly recorded. Consequently, FERPA amendment requests do not allow a student to contest a grade in a course because the student believes that a higher grade should have been assigned.

To request amendment of an education record, the student should write to the official, clearly identifying the part of the record he or she wants changed and specifying why he/she believes it is inaccurate. The institution will notify the student of the decision. If the institution decides not to amend the record as requested by the student, a College or University official will advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the College or University discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA permits disclosure without a student's prior written consent under the FERPA exception for disclosure to school officials who have a legitimate educational interest. A "school official" is a person employed by a College or University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the Board of Regents; an employee of the Board of Regents System Office; or, a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the College or University who performs an institutional service or function for which the College or University would otherwise use its own employees and who is under the direct control of the College or University with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College or University.

Upon request, the College or University also discloses education records to officials of another school in which a student seeks or intends to enroll without the prior consent of, or notice to, the student.

FERPA also permits disclosure of education records without consent in connection with, but not limited to:

- To comply with a judicial order or a lawfully issued subpoena;
- To appropriate parties in a health or safety emergency;
- In connection with a student's request for or receipt of financial aid, as necessary to determine the eligibility, amount or conditions of the financial aid, or to enforce the terms and conditions of the aid;
- To certain officials of the U.S. Department of Education, the Comptroller General, to state and local educational authorities, in connection with certain state or federally supported education programs;
- To accrediting organizations to carry out their functions;
- To organizations conducting certain studies for or on behalf of the College or University;

- The results of an institutional disciplinary proceeding against the alleged perpetrator of a crime of violence to the alleged victim of that crime with respect to that crime.
- Directory information as defined in the policy of the Board of Regents.

4. **The right to refuse to permit the College or University to release Directory Information** about the student, except to school officials with a legitimate educational interest and others as indicated in paragraph 3 above. To do so, a student exercising this right must notify the University's or College's Registrar, in writing. Once filed, this notification becomes a permanent part of the student's record until the student instructs the University or College, in writing, to remove it. A student may exercise his or her right to opt out of Directory Information, prohibiting disclosure of the student's information without the student's consent as noted in section 3, except however, that pursuant to the Solomon Amendment, military recruiters must be provided the same access to student information as is provided to nonmilitary recruiters.

5. **The right to file a complaint with the U.S. Department of Education concerning alleged failures by Colleges to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605**

Directory Information Policy

Acknowledging that Directory Information is FERPA protected information that may be disclosed at the discretion of a College or University, it is the policy of the Board of Regents for Higher Education for the Connecticut State Colleges and Universities that disclosure of Directory Information is within the sole discretion of the College or University. Colleges and Universities may disclose Directory Information without the prior consent of the student only as provided herein.

The Board of Regents for Higher Education has designated the following as Directory Information:

For purposes of access by school officials of the Colleges and Universities governed by the Board of Regents for Higher Education, the following is designated as Directory Information:

Student name
Permanent mailing address
Month and day of birth
Photographs
Student identification number, User ID, or other unique identifier
Email address
Telephone number
University or College previously attended or currently attending
Dates of attendance
Full vs. part-time student status
Awards and honors
Class standing/year
Major, minor, concentration and/or program of study
Degree(s)/Certificate(s) candidacy
Degree(s)/Certificate(s) earned
Previous Institutions attended
Graduation expected/completion dates

For purposes of access by military recruiters only, the following is designated as Directory Information (Student Recruiting Information):

- Student's name
- Permanent mailing address
- Telephone number
- Age
- Place of birth
- Class standing/year
- Major and/or program of study
- Degrees received
- Most recent educational institution attended

For purposes of participation in any recognized activity or sports, the following is designated as Directory Information:

- Student's name
- City and State of Residence
- Dates of attendance
- Class standing/Year
- Recognized activity or sport
- Team performance statistics
- Team position
- Photos and videos
- Awards
- Height and weight of athlete

For purposes of disclosure to/access by the general public, the following is designated as Directory Information:

- Student's name
- Permanent mailing address
- Photographs
- Dates of attendance
- Major, minor, concentration and/or program of study
- Degree/Certificate candidacy
- Degree(s)/Certificate(s) earned
- Awards
- Full vs. Part-time status
- Anticipated graduation date
- Graduation date
- Connecticut Community College Only - Student identification number, User ID, or other unique identifier
- Charter Oak State University Only – Email address

AUDIT COMMITTEE

Audit Committee Chair Craig Lappen advised the Audit Committee met on Tuesday, December 9th, and heard the final report on the audit of CSUS 2020 Project Expenditures for FY2014 from Blum Shapiro, CSUS 2020 independent auditors. Blum Shapiro issued an

unmodified opinion, or what is commonly referred to as a “clean opinion”, on the schedule of CSUS 2020 Construction Expenditures. They confirmed that they were given full and complete access to the books, records and management of the System Office and that of the four universities, and also met with the Department of Public Safety. Blum Shapiro also noted that there were no material control weaknesses or significant deficiencies identified during their audit.

The Audit Committee also heard the final report on the combined audit of Charter Oak State College and the Connecticut Distance Learning Consortium for FY2014 from independent auditors O’Connor & Drew. This year is the first year a combined statement has been prepared. O’Connor & Drew also issued a “clean” opinion. They confirmed that they were given full and complete access to the books, records and management of Charter Oak and CTDLC. O’Connor & Drew also noted that there were no material control weaknesses or significant deficiencies identified during their audit.

The Audit Committee next met with representatives of PricewaterhouseCoopers on the completion of their audits of the fiscal year 2014 Financial Statements for both the Connecticut State University System and the Community Colleges.

- PwC confirmed their independence and that their audits were performed in accordance with auditing standards generally accepted in the U.S.
- PwC issued unmodified, or clean, opinions on both financial statements
- PwC confirmed that they were given full and complete access to the books, records and management of the System Office, that of the four universities and twelve community colleges
- A high level review of information systems internal control matters was performed at all four universities, and at the System Office
- There were no unadjusted audit differences and no disagreements with management

As is their practice, PwC also issued their Report to Management with recommendations to improve internal controls in certain areas.

- There were no material control weaknesses, but 3 significant deficiencies related to CHEFA Continuing Disclosure Requirements, Accounting for Debt Reserve Funds and financial reporting
- There were four control comments, relating to review of Banner user access rights, accrued compensated absences, accounting for leases and business continuity plans

Management agreed with these findings and provided correction actions to each comment in the report.

The Audit Committee reviewed Dr. Gray's expenses to-date and found them to be acceptable. Committee members also heard a report from the Director of Internal Audit regarding the financial aid audit at Norwalk Community College and were updated on Internal Audit department activities.

The Audit Committee reviewed the four audited financial statements with the respective audit firms and management, as well as the audited Foundation financial statements associated with each of our institutions, and in accordance with the Committee charter has accepted these reports.

FINANCE AND INFRASTRUCTURE COMMITTEE

Finance and Infrastructure Committee Chair Matt Fleury provided a brief overview of the Committee's review of the CSCU 2020 update and the FY15 Rescission projection. **On a motion by Regent Cohen, seconded by Regent Price, the following resolution was unanimously approved:**

- WHEREAS, Naugatuck Valley Community College (NVCC) established and has continuously operated a satellite campus in Danbury since the early 1990s, and
- WHEREAS, the NVCC Danbury Campus (Danbury Center) growth has remained steady since it opened, and
- WHEREAS, credit classes have been offered since the spring 2009 semester, and
- WHEREAS, growth of the fall 2014 FTE of 552 and total head count of 1,112 is limited due to space restrictions, and
- WHEREAS, NVCC's current license for space in Danbury has expired and is on a temporary occupancy extension, and

WHEREAS, an 18,000 assignable square foot space (approximate) has been identified at the corner of Main and West Street (190-196 Main Street) in Danbury, and

WHEREAS, all lease and personal service expenses will be self-funded from Danbury Campus tuition and fee revenues (credit and non-credit), now therefore be it

RESOLVED, that the Board of Regents for Higher Education for the Connecticut State Colleges and Universities approves the 10-year lease of approximately 18,000 assignable square feet, not to exceed an annual lease expense of \$645,000 for NVCC's Danbury Campus.

OPPORTUNITY TO ADDRESS THE BOARD

No students, faculty or staff member present requested to address the Board.

ADJOURNMENT

Regent Lappen moved to adjourn; Regent Bell seconded and the meeting adjourned at 12:20 p.m.

Submitted,

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

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2014 - A Year in Review

Presentation to the Board of Regents – Dec. 18, 2014

Agenda

- Where We've Been
- Where We Are
- Where We're Going



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BOARD OF REGENTS FOR HIGHER EDUCATION

Where We've Been



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Board of Regents Goals

Goal 1: A Successful First Year

Goal 2: Student Success

Goal 3: Affordability and Sustainability

Goal 4: Innovation and Economic Growth

Goal 5: Equity



Where We've Been: Significant Accomplishments

Goal 1: Successful 1st Year

- Davis Foundation Grant (WCSU)
- Lumina Student Pathways Project (MCC)
- First Generation Living-Learning Community (SCSU)

Goal 2: Student Success

- 15,003 Graduates
- President of NCBA¹
- 136 Faculty Promotions

Goal 3: Affordability & Sustainability

- QVCC Students Graduate or Transfer Free of Federal Student Loans²
- 2% tuition increase – lowest in CT & CSU history
- \$31.8 Million New Grant Awards

Goal 4: Innovation & Economic Growth

- \$15 Million TAA Grant for Manufacturing
- CT ECO Program
- Go Back To Get Ahead Campaign

Goal 5: Equity

- Developmental Education
- Achieve the Dream Leader College (CCC)
- Mentoring Programs for academic support & retention³

1: NCBA¹ - National Council on Black American Affairs; Dr. Duncan Harris

2: 3rd Consecutive Year

3: Examples: Brother to Brother and Sister to Sister (B2B and S2S), Summer Training and Academic Retention Services (STARS), Start2Finish



Where We've Been: Significant Facilities Projects



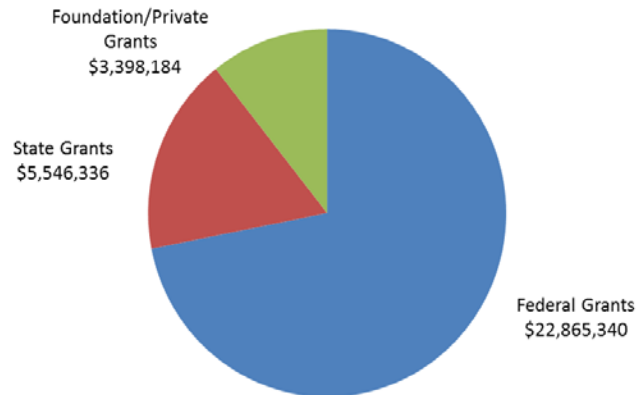
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Where We've Been: Major Gifts and Grants



Major Gifts (Over \$1 million)

- Huang Chang-Jen bequeathed \$6.5 million to CCSU
- Macricostas Family bestows \$3 million to WCSU for arts and sciences



\$31.8 million New Grant Awards

Where We Are

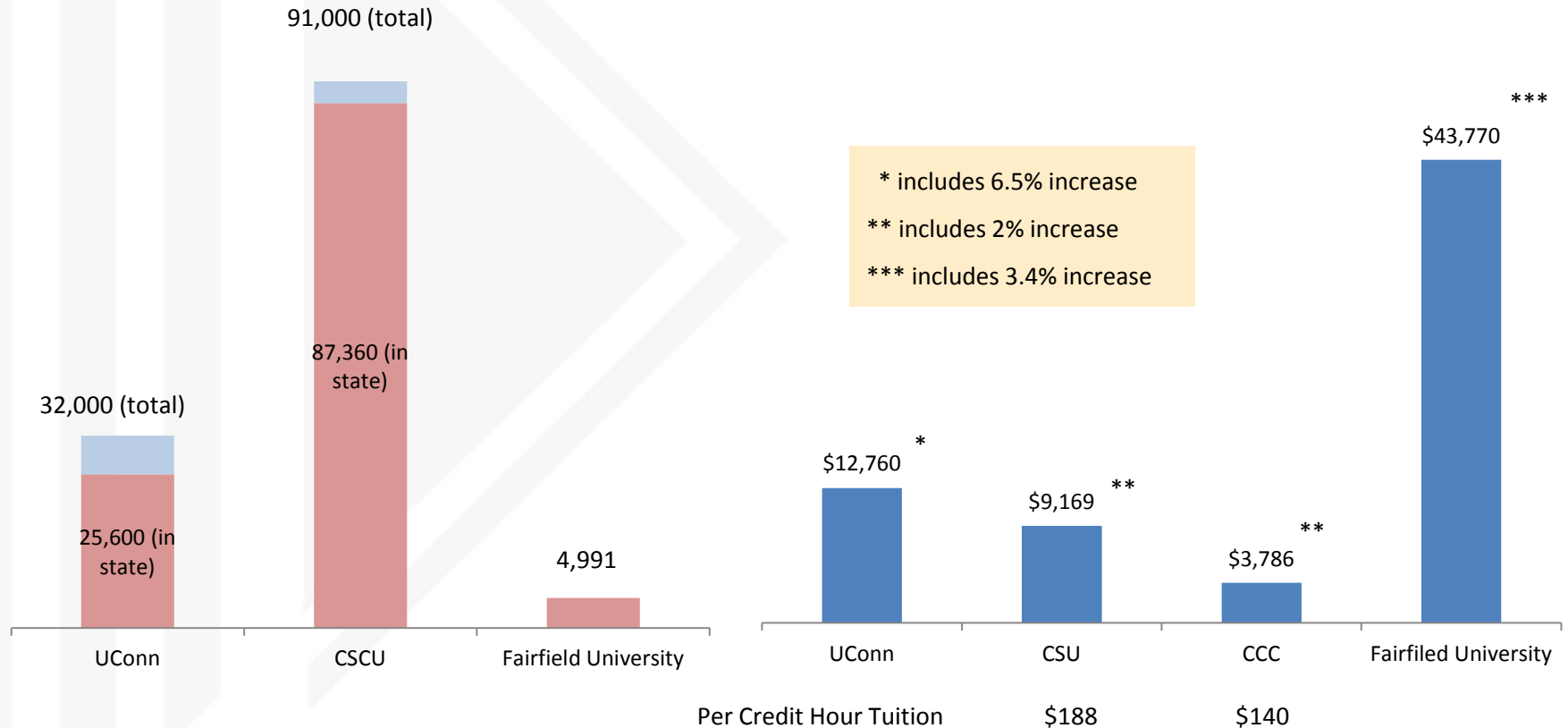


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Enrollment and Tuition 2015

Enrollment

Tuition

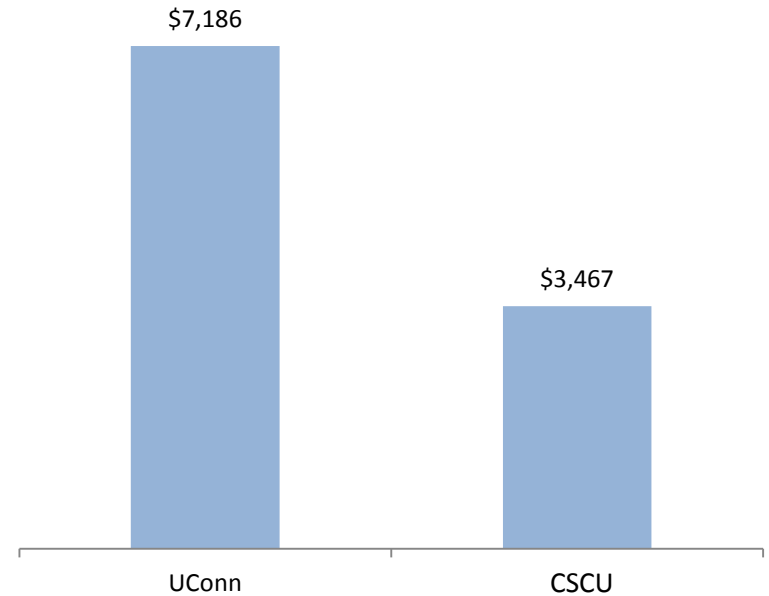


Budget Appropriations

State Appropriation



Per-Student Appropriation 2015



Where We're Going



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New Leadership



Paul Broadie II, PhD

*Housatonic
Community
College*



Carlee Drummer, PhD

*Quinebaug Valley
Community
College*



Mary Jukoski, PhD

*Three Rivers
Community
College*



James Lombella

*Asnuntuck
Community
College*



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Transform CSCU 2020-

A Continuing Focus on Students

Preparation to Achieve Life & Career Goals

- Enhanced career-related and workforce development programming
- Renewed focus on core Liberal Arts

Quality Student Experience

- Academic rigor and superior learning
- Enhanced academic advising

STUDENTS

Superior Course & Program Access

- Flexible options for online offerings
- State of the art classrooms
- New business-centric academic programs

Affordable Price

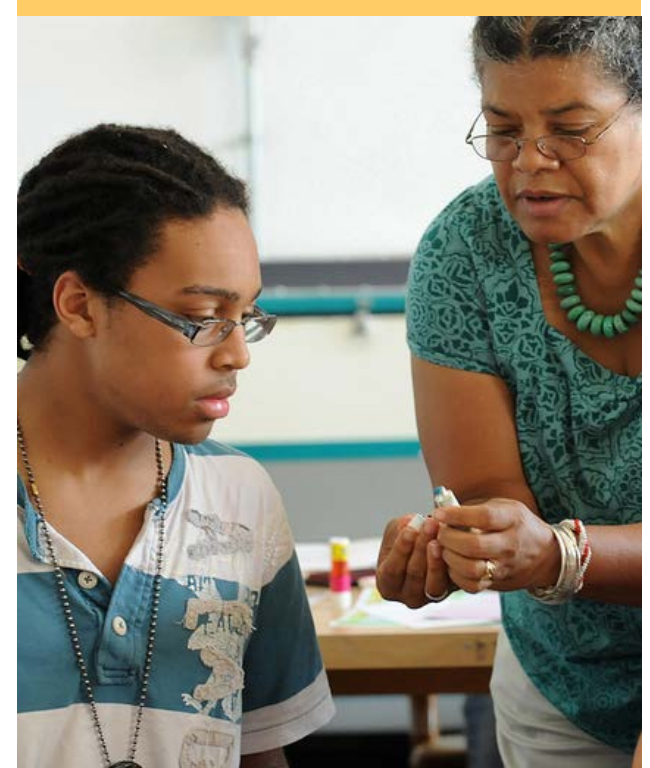
- Lowest tuition in state of Connecticut
- Increased degree path efficiency
- Expedited “time to marketplace”



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Change is Scary... But Necessary

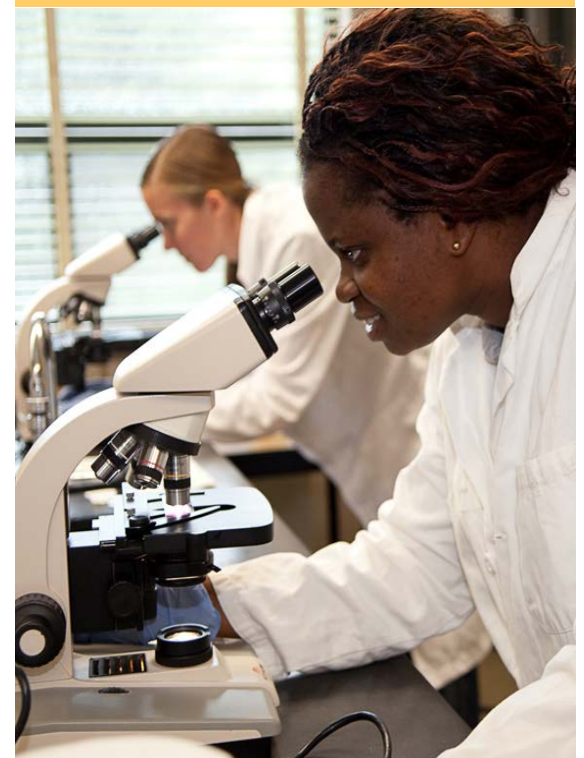
- Fiscal realities are placing new pressures on state budgets
- Enrollments are declining
- Students are requiring us to think differently
- Cost of Higher Education continues to rise
- A revolution is occurring in Higher Education



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Philosophy & Values

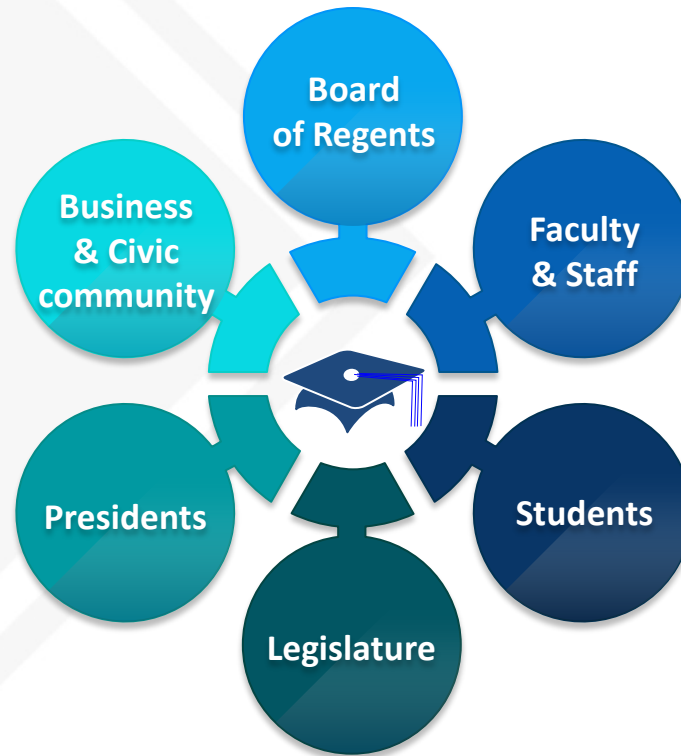
- Focus is on the students, now and in the future
- Transform is our System's plan, designed to make CSCU *the* state system for public higher education
- Guiding objectives: *Access, Affordability, Excellence*
- We are fully committed to honoring and celebrating the missions of the institutions
- Transform respects faculty centrality in matters of curriculum
- We value our faculty and staff as our greatest resource
- Transform is dynamic



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Help in Shaping Transform

Over 8,000 Inputs to Date



Next Steps

- Continue to gather and assimilate input
- Receive and incorporate Faculty input
- Expand information campaign to legislators, business leaders, media
- Engage more partners across the State
- Begin drafting plan document for Board submission



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One more thing...

Happy Holidays!



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Board of Regents for Higher Education 2015 Meeting Schedule

Academic and Student Affairs 9:30 am	Audit 10:00 am	HR & Administration 1:00 pm	Finance & Facilities 10:00 am	Executive Comm. Meets when called. Placeholders added to schedule for times when the full Board is not in session	Board of Regents 10:00 am <i>3rd Thursdays unless otherwise noted</i>
		Tuesday, Jan 6	Thurs., January 8		January 15 Hartford
Friday, January 30		Thursday, Feb 5	Thurs., February 19		February 26 Central
Friday, March 13	Tuesday, March 10	March 12	Thurs., March 19		March 26 Capital
Friday, March 27			Thurs., April 9		Wed, April 15 ECSU
Friday, April 24		Thursday, May 7	May 12, 13, 14 (Spending Plan – Times TBD)		May 21 Hartford
Friday, May 29	Tuesday, June 9	Thursday, June 11	Thurs., June 11		June 25 Gateway
Friday, August 28	Wednesday, September 16	August 27	Thurs., September 3	10 am Thursday, July 16	September 17 NWCC
Friday, September 25		Thursday, Oct 1	Thurs., October 8		October 15 HCC
Friday, November 20	Tuesday, Dec. 15	November 19	Thurs., November 19	9 am Thursday, Nov. 19	December 3 Hartford

12/4/114

Yellow shading indicates a Special Meeting

Unless otherwise noted, meetings are held at the Regents' Offices – 39 and 61 Woodland Street, Hartford (agendas will specify address and room location)

Info/contact: Erin Fitzgerald fitzgeralde@ct.edu, or 860 723-0013

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