

Student Advisory Committee

to the Board of Regents for Higher Education

Agenda - Regular Meeting

2:00 p.m., Friday, November 2, 2012
1st Floor Boardroom, 61 Woodland Street, Hartford, CT

- 1. Welcome and Call to Order**
- 2. Roll Call**
- 3. Adoption of Agenda**
- 4. Approval of Minutes – Oct 12th, 2012**
- 5. Opening Remarks, Student Advisory Committee Chairman, Alex Tettey Jr.**
- 6. Board of Regents Academic and Student Affairs Committee**
 - a) Vice- Chairman Michael Fraser
- 7. Bylaws Committee**
 - b) Co-Chairs, John C. Thomas and Shaun Bingham
- 8. University/College Reports**
- 9. Information/Review Items**
 - a) Student Email Addresses
 - b) Legislative Update, Public Act 12-40
- 10. Action Items**
 - a) Approval of Future Meeting Dates and Locations
 - b) Date and Discussion Topics for Joint Meeting with the Board of Regents
- 11. Old Business**
 - a) Arming Campus Police
 - b) Student Email Addresses
- 12. Adjourn**

(Open Session Will Begin Following Adjournment)

Student Advisory Committee

to the Board of Regents for Higher Education

Meeting Minutes

Friday, October 12th, 2012

1. Welcome and Call to Order 5:20pm

2. Roll Call

Shaun Bingham QVCC

Mike Fraser WCSU, *Vice-chair*

Shawn McCabe ECSU

John Thomas Charter Oak

Nick Alaimo CCSU

Jay Henderson SCSU

Matthew R. Wilkinson TxCC

Symphany Joseph GCC

Kenneth Rotunno HCC

Manav Des Puri NCC

Ethan Napalitano NWCC

Guests:

Elicia Barrow CCC

Stephanie Battaglia

Rachel Batter TRCC

Anne Hawthorn

Alex Tettey Jr. MCC, *Chair*

Josh Quintana

3. Approval of Minutes - May 11th, 2012

Approved. Unanimous.

4. Opening Remarks, Student Advisory Committee Chairman, Alex Tettey Jr.

Welcome

Introduction of new members

Chairman Tettey spoke about the importance of structure, goals, and understanding of CT's system of Higher Education

5. Board of Regents Academic and Student Affairs Committee

-Program review and approval of new programs proposed by different schools.

-Searching for a candidate to work with academic officers to work with program approval and review processes. Currently handled by Braden Hosch.

6. Information/Review Items

a) Student Email Addresses

Many students have been unable to access their emails and many people have received feedback from students that email is very difficult to access.

Suggested to make it simple and easy to access the email account from your phone.

Blackboard mobile was discussed by Stephanie Battaglia, the ease of its use and the great accessibility it affords to students. It was clarified that not all ConnSCU institutions are utilizing Blackboard Learn (the platform that incorporates the mobile app), some are still on the older version of Blackboard, Blackboard Vista

For community colleges seems much easier instead of collecting all student e-mail addresses.

b) Legislative Update, Public Act 12-40

Dr. Elsa Nuñez telephone call for information:

Dr. Nuñez provided an outline of where our institutions are with regard to implementation of the bill.

Groups are trying to implement the law in a way that is fair to the students.

There are three levels of remediation. High, students in this group are very close to college level; medium, students that need a moderate amount of remediation (i.e. one class of remediation in either math or english); low, students that need more than one class of remediation in either math or english.

Four strategies are being implemented by four regional groups based upon the geographic distribution of the CSUS. An example of one group is ECSU, MCC, QVCC, and TRCC are grouped together and implementing one approach to remediation. After a year or so the results of these approaches will be analyzed and the best approach will be adopted by the rest of the system.

Question: With the 4 reg strategies CSU's will take over each region and will the CC's have to go to CSU's for their education?

Answer: Absolutely not. The CSUs do not participate in the same level of remediation that the CCCs do. The CSUs are being included in the groups because there is hope that these students will eventually transfer into the CSUs.

Question: Is there a strategic plan for the implementation of these approaches?

Answer: Diagrams will be sent to Alex and Michael; they will then be forwarded to the rest of the SAC members.

Dr. Nuñez recommended that the SAC members speak to our Student Government and Academic officers so our colleges know how the law is being implemented.

Discussion: Why are CSU's stepping in for CC's? Are they going to take over? Dr. Nuñez said CSU's are there to support CCCs and students. It will help to make sure that all remediation efforts are in line with the previously passed Transfer and Articulation Policy.

High, medium and low and the four regional strategies are still confusing. There is hope that the diagram Dr. Nuñez will provide to the SAC will clarify this confusion.

With the 4 regions will the students be able to transfer into a different region than the one they are in? Remediation will transfer. The approaches may differ but they will all be subject to the Transfer and Articulation Policy passed by the BOR in the Spring of 2012.

Programs? Structure? How new? It is still in the beginning stages but the documents will provide the information for which we are looking.

7. Bylaws Committee

Motion to move further down the agenda until John arrives.

John Thomas states that the most updated document is not with us.

A brief review of the bylaws reveals several mistakes and inaccuracies. A suggestion was made to refer back to Bylaws committee for revision. By-law committee members wish to review the by-laws if a photocopy can be made so we can

Suggestion made to run meeting to go through by-laws line by line.

It was brought up that it would be difficult to understand the by-laws without the final document present.

Going over by-laws line by line

John Thomas has the final version and is reading out loud.

Council vs Committee. Committee is the correct word because it is named specifically and referred to as the Student Advisory Committee.

Attorneys have not seen these by-laws. The committee would like to approve the by-laws with SAC before it goes to an Attorney.

Motion made to end discussion and postpone until next meeting so members have time to review by-laws.

Discussion: Read line by line

Wants to “get it done” the next time we meet.

Set e-mail and set date to submit changes.

Show Student Government by-laws.

Motion made to wait until next meeting to work it out and make sure next meeting we have notes and changes and know the by-laws.

For: 12

Against: 0

Abstained:1

Moved for a short recess at 6:50pm.

Rejoined at 7:13pm

8. Action Items

a) Approval of Future Meeting Dates and Locations

~ Stay in one central location or at different CSU's

~ Fridays but earlier

~ Being in Hartford and at an earlier time makes it easier for others to see us as a group and knows what we are doing.

~ Fridays at 2pm

~ Suggestion is to have the first Friday of every month.

~ Motion to have meetings Nov 2nd and 30th at 2pm at 61 Woodland Ave.

For: 9

Against: 0

Abstained: 4

~ Waiting to schedule December Meetings until we know when we are meeting with the BOR.
Try and keep December 20th open.'

b) Date and Discussion Topics for Joint Meeting with the Board of Regents

~ Next BOR meetings October 18th and November 15th at 9:30am

~ Suggestion to talk to student body for questions and concerns to bring to BOR.

c) Board CFO wants to meet with SAC on November 30th about budget increases.

9. Old Business

a) Arming Campus Police

~ Campuses with sworn police officers.

~ Many exams have to be done to allow officers to carry weapons at school. The board also needs to agree that it is okay for this to happen on campus.

~ QVCC has no security on campus.

~ Armed officers make students feel safer on campus.

b) ConnSCU Listening Tour Update

~ Tour was well received by students. Made it to 12 institutions.

10. Adjourn

Motion to Adjourn at 8:02pm

Public Act 12-40 Response Strategy

Public Act 12-40

Response Strategy	Escape Valve: Regional Strategies/ Centers	Intensive College Readiness Experience OR 1 Semester of Remedial Support (not embedded)	College Level with Embedded Support	College Level
Skill Level Estimate (Common Core)	8 th grade and below / no development 9 th -11 th	9 th to low-11 th grade	High-11 th to 12 th grade	College Ready
Placement (using multiple methods: SAT, Accuplacer, HS grades, other)	Escape valve for non- completers of Intensive/1-Semester AND/OR pre-placement into Intensive/1- Semester	Not likely to succeed in college level with embedded remedial support	Likely to succeed in college level with embedded remedial support	College Ready (e.g. SAT 500+)
Duration	Time depends on skill development	One semester max (not repeatable)	One semester (repeatable)†	One semester (repeatable)
Public Act 12-40 Reference	[not referenced]	Section 1(c) Section 1(d)	Section 1(b)	[not referenced]
Development / Approval	BOR	BOR in consultation with FAC and P20 OR BOR	BOR in consultation with FAC and P20	Campus, consistent with Common Core competencies
Enrollment in Other Courses	Yes, except college-level English and math courses with embedded support or courses with English / math prerequisites*	Yes, except college-level English and math courses with embedded support or courses with English / math prerequisites*	Yes	Yes

†In general such models will be one semester, but models such as Statway could involve two semesters.

* CSU campuses have a policy by which remedial skill development courses must be completed within the first 24 credits (BR 03-42); community colleges do not have a parallel policy.

PRELIMINARY Fall 2012 Headcount Enrollment: Connecticut Public Colleges and Universities

	Fall 2012 Headcount Enrollment									Total Fall 2011	Change	
	Undergraduate			Graduate			Fall 2012 Totals				N	Pct
	Full- Time	Part- Time	Total	Full- Time	Part- Time	Total	Full- Time	Part- Time	Total			
PUBLIC INSTITUTIONS												
University of Connecticut	20,322	1,979	22,301	5,196	2,759	7,955	25,518	4,738	30,256	30,525	-269	-0.9%
Storrs	16,736	792	17,528	4,670	2,757	7,427	21,406	3,549	24,955	25,337	-382	-1.5%
Avery Point	595	170	765			0	595	170	765	784	-19	-2.4%
Stamford	930	447	1,377			0	930	447	1,377	1,275	102	8.0%
Tri-Campus ¹	2,061	570	2,631			0	2,061	570	2,631	2,598	33	1.3%
UConn Heath Center ²				526	2	528	526	2	528	531	-3	-0.6%
Connecticut State Universities	23,992	5,367	29,359	1,576	4,012	5,588	25,568	9,379	34,947	36,047	-1,100	-3.1%
Central	7,782	2,174	9,956	615	1,562	2,177	8,397	3,736	12,133	12,521	-388	-3.1%
Eastern	4,420	839	5,259	39	149	188	4,459	988	5,447	5,586	-139	-2.5%
Southern	7,289	1,256	8,545	845	1,777	2,622	8,134	3,033	11,167	11,533	-366	-3.2%
Western	4,501	1,098	5,599	77	524	601	4,578	1,622	6,200	6,407	-207	-3.2%
Connecticut Community Colleges ³	19,601	38,627	58,228				19,601	38,627	58,228	57,152	1,076	1.9%
Asnuntuck	650	1,023	1,673				650	1,023	1,673	1,682	-9	-0.5%
Capital	1,052	3,373	4,425				1,052	3,373	4,425	4,492	-67	-1.5%
Gateway	2,612	5,364	7,976				2,612	5,364	7,976	7,210	766	10.6%
Housatonic	2,056	4,021	6,077				2,056	4,021	6,077	5,964	113	1.9%
Manchester	2,721	4,971	7,692				2,721	4,971	7,692	7,486	206	2.8%
Middlesex	1,089	1,844	2,933				1,089	1,844	2,933	2,875	58	2.0%
Naugatuck Valley	2,647	4,772	7,419				2,647	4,772	7,419	7,352	67	0.9%
Northwestern Connecticut	464	959	1,423				464	959	1,423	1,482	-59	-4.0%
Norwalk	2,267	4,543	6,810				2,267	4,543	6,810	6,653	157	2.4%
Quinebaug Valley	691	1,395	2,086				691	1,395	2,086	2,098	-12	-0.6%
Three Rivers	1,569	3,411	4,980				1,569	3,411	4,980	5,147	-167	-3.2%
Tunxis	1,783	2,951	4,734				1,783	2,951	4,734	4,711	23	0.5%
Charter Oak State College ⁴	234	1,096	1,330				234	1,096	1,330	1,344	-14	-1.0%
TOTAL, STATE INSTITUTIONS	64,149	47,069	111,218	6,772	6,771	13,543	70,921	53,840	124,761	125,068	-307	-0.2%

Data sources: 2011 figures from IPEDS Fall Enrollment Survey, except where noted. Minor differences may be observed from preliminary figures maintained by the State. Preliminary 2012 figures reported by institutions in October. Official enrollment figures are not finalized until spring when they are reported to the U.S. Dept. of Education Integrated Postsecondary Education Data System (IPEDS).

¹ The Fall 2012 Tri-Campus total of 2,631 students consists of 1,461 at Hartford, 249 at Torrington, and 921 at Waterbury. The previous year (Fall 2011) the Tri-Campus total of 2,598 students consists of 1,430 at Hartford, 244 at Torrington, and 924 at Waterbury.

² Included in Storrs enrollments when reported to IPEDS

³ Students who were registered only as auditors (enrolled for zero credits) have historically been reported in community college headcount enrollments, although this practice is not consistent with IPEDS enrollment reporting guidelines; fall 2011 headcount has been re-stated to remove students not enrolled for credit, and fall 2012 enrollments include only students registered for credit.

⁴ Charter Oak State College through 2011 historically included students who were affiliated with the college for the purposes of transcript evaluation and degree aggregation but were not enrolled for credit, although this practice is not consistent with IPEDS enrollment reporting guidelines. Fall 2011 headcount has been re-stated to remove students not enrolled for credit, and fall 2012 enrollments include only students registered for credit. Fall 2011 numbers are preliminary as of 9/25/11; fall 2012 numbers are preliminary as of 9/25/12.

AGENDA & NOTICE OF SPECIAL MEETING

SAC Bylaws Subcommittee1

Monday, November 5th, 2012

7:15 PM – 9:30 PM, Vance Academic Hall, Room 106

Central Connecticut State University, 1615 Stanley Street, New Britain, CT

A Special Meeting of the Bylaws Subcommittee of the Student Advisory Committee (SAC) to the Board of Regents for Higher Education will be held on Monday, October 29, 2012, beginning at 7:15 p.m. and concluding at 9:30 p.m. in Room 106, Vance Academic Hall, Central Connecticut State University, 1615 Stanley Street, New Britain, CT 06050.

The agenda for the Special Meeting is listed below.

AGENDA

Call to Order

Review of input received from SAC members and SGAs

Comparison of received input against current document

Discussion of suggested changes

Recommendation of revisions and additions to be included in document

Assignment: incorporation of changes into draft for submission to SAC for review

Adjourn

**CONNECTICUT STATE COLLEGES AND UNIVERSITIES
STUDENT ADVISORY COMMITTEE TO THE BOARD OF REGENTS OF HIGHER EDUCATION**

ARTICLE I - NAME AND PURPOSE

Section 1: The name of the organization shall be the Student Advisory Committee to the Board of Regents of Higher Education (SAC).

Section 2: The Student Advisory Committee is organized as a subcommittee to the Connecticut State Colleges and Universities (ConnSCU) Board of Regents for Higher Education (BOR). The Student Advisory Committee's purpose is to serve as an advisory body to the Board of Regents for Higher Education by assisting the Board of Regents in carrying out its statutory functions pertaining to the Connecticut State University/Community College Systems and Charter Oak State College.

ARTICLE II - MEMBERSHIP

Section 1: Membership of the Student Advisory Committee shall consist of the following Connecticut State Universities/Community College Systems and Charter Oak State College. Each body shall have one Primary Member and one Alternate Member. Membership is open to each Connecticut State University and Connecticut Community College and Charter Oak State College. This member body shall meet and convene as the Student Advisory Committee.

<ul style="list-style-type: none">▪ Asnuntuck Community College▪ Capital Community College▪ Central Connecticut State University▪ Charter Oak State College▪ Eastern Connecticut State University▪ Gateway Community College▪ Housatonic Community College▪ Manchester Community College	<ul style="list-style-type: none">▪ Middlesex Community College▪ Naugatuck Valley Community College▪ Northwestern Connecticut Community College▪ Norwalk Community College▪ Quinebaug Valley Community College▪ Southern Connecticut State University▪ Three Rivers Community College▪ Tunxis Community College▪ Western Connecticut State University
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ARTICLE III - MEETINGS

Section 1: *Regular Meetings.* The Student Advisory Committee shall be regulated by the elected Chair or Vice Chair of the Student Advisory Committee. The SAC shall meet a minimum of 7 times per year including two (2) joint meetings with the Board of Regents. The Chair of the SAC shall set a time and a place for such meetings in consultation with the Student Advisory Committee.

Section 2: *Special Meetings.* Special meetings may be called by the Chair, the Executive Committee of the SAC or whenever requested by 12 or more voting members of the SAC. 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.

Section 3: *Notice.* Notice of each meeting shall be given to each member of the SAC by mail, email and/or telephone, no less than 10 days before the meeting. Cancellation of scheduled meetings shall be given no less than 7 days prior to the date of the meeting.

ARTICLE IV - STUDENT ADVISORY COMMITTEE

Section 1: *Terms.* All Student Advisory Committee (SAC) members shall serve two year terms, but are eligible for re-election. The term shall begin July 1st and end on June 30th. The inaugural SAC Members' terms shall conclude on June 30, 2013.

Section 2: *Quorum.* A quorum must be attended by at least two of five Connecticut State University and Charter Oak members and at least seven of twelve Connecticut Community College members or business may not proceed.

Section 3: *Officers and Duties.* There shall be four officers of the Executive Committee consisting of a Chairperson, Vice Chairperson, Secretary, and Treasurer. Executive Board member duties are as follows:

The Chairperson shall convene regularly scheduled Committee meetings, shall preside or arrange for other members of the Executive Committee to preside at each meeting in the following hierarchy: Vice Chairperson, Secretary, and Treasurer.

A. CHAIRPERSON

The Chairperson shall preside over meetings of the SAC in accordance with the principles set forth by Robert's Rules of Order, shall appoint members to subcommittees established by the SAC, and shall serve as an ex-officio member of all subcommittees. The Chair shall have the same right to vote and to participate in discussion as all SAC members.

B. VICE CHAIRPERSON

In the absence of the Chairperson, the Vice Chairperson shall preside over meetings of the Committee and shall perform all duties of the Chairperson.

C. SECRETARY

The Secretary shall be responsible for providing notice of meetings, maintaining the minutes and other records regarding the proceedings of the Committee. The Secretary shall sign the minutes of each meeting of the Committee following approval thereof by the Committee. The Secretary shall make the minutes available to the Committee and public within five (5) business days.

D. TREASURER

The Treasurer shall make a report at the Committee meetings as needed. The treasurer shall head dealings with monies regarding the SAC, head development of fundraising plans and make financial information available to the Committee and public.

Section 4: *Vacancies.* When a vacancy exists on the SAC, whether primary or alternate, the vacancy shall be filled at the discretion of the affected institution, within 30 days as mandated per legislation. In the case of a primary seat vacancy, the seat shall be filled by the appointed alternate until such time as a new primary is selected by the institution being represented. In

either case it is the responsibility of the vice-chair to work with the affected school to facilitate and ensure the expeditious selection of the incoming Committee member or alternate.

Section 5: *Resignation, Termination, Censure, and Absences.* Resignation from the SAC must be in writing and received by the Secretary. Censure or termination for any other reason, including absences, shall occur as a consultation and recommendation process with the represented institution. The recommendation for censure/termination process must be initiated by three-fourths (3/4) vote of the remaining Committee members. In the consultation phase the SAC Executive Committee shall outline and present the causes for the recommended action to the represented institution. Possible outcomes include corrective action, censure, or termination.

Section 6: *Voting* – Each primary member of the SAC will be able to cast one vote. In the absence of the primary member the alternate may vote in his/her stead. 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.

Section 7: *Voting by Proxy:* Voting by proxy is specifically not allowed for the following reasons:

- Voting by proxy eliminates the benefit of the discussion about the motion, which might change the outcome of the debate; and
- The Committee member assumes the personal fiduciary responsibility for the vote given without having had benefit of the discussion

ARTICLE V – EXECUTIVE COMMITTEE AND SUBCOMMITTEES

Section 1: *Executive Committee.* The four officers serve as the members of the Executive Committee. Except for the power to amend the Bylaws, the Executive Committee shall have all of the powers and authority of the SAC in the intervals between meetings of the SAC, subject to the direction and control of the SAC.

Section 2: *Subcommittees.* The Student Advisory Committee may create subcommittees as needed; subcommittee membership is open to primary and alternate members. The SAC Chair appoints all subcommittee chairs, excepting the Finance Committee.

Section 3: *Meeting Times.* Subcommittee meeting times, locations, guidelines, and contact information for Committee chairs must be posted in a place accessible to the public.

Section 4: *Chair Structure.* Subcommittee will be chaired by two Co-Chairs. One representative must be from Connecticut Community Colleges and one representative from Connecticut State Universities. If there are no representatives from Connecticut Community Colleges or Connecticut State Universities able to Co-Chair a Committee, the Seat will be

selected at large. An alternate may serve as a Chair/Co-Chair of any subcommittee; however Chair/Co-Chairmanship will be offered to Primary Members first.

Section 5: *Standing Subcommittees.* The following are subcommittees:

- Finance
- Student Affairs
- Legislative Affairs

Section 6: *Finance Committee.* The Treasurer will be the Chair of the Finance Committee. The Finance Committee is responsible for developing and reviewing fiscal procedures, fundraising plans, and annual budget. The financial records of the Student Advisory Committee are public information and shall be made available.

ARTICLE VI – AMENDMENTS

Section 1: *Amending.* These bylaws may be amended when necessary by a two thirds (12 of 17) majority vote of the Student Advisory Committee.

Section 2: *Submission Procedure.* Proposed amendments must be submitted to the Student Advisory Committee Chair for inclusion on the agenda in accordance with the Connecticut Freedom of Information Act.

These Bylaws were approved at a meeting of the Student Advisory Committee to the Board of Regents for Higher Education on _____, 2012.