



REGULAR SESSION
BOARD OF TRUSTEES
FOR THE
CONNECTICUT STATE UNIVERSITY SYSTEM
at the
System Office, 39 Woodland Street, Hartford, CT
MEETING MINUTES
May 14, 2009 - 10:00 a.m.

TRUSTEES PRESENT

Lawrence D. McHugh, Chairman	Ronald J. Pugliese
Theresa J. Eberhard-Asch, Secretary	Peter M. Rosa
Karl J. Krapek, Vice Chairman	John R. Sholtis, Jr.
Richard J. Balducci	Andrew R. Wetmore
Kenneth Barone	Gail H. Williams
Angelo J. Messina	

TRUSTEES ABSENT:

John A. Doyle	Elizabeth Gagne
L. David Panciera	Kolby Williams
Andrew Chu	John H. Motley
Fr. John P. Sullivan	

OTHER OFFICIALS PRESENT

David G. Carter, Chancellor, Connecticut State University System (CSUS)
Jack W. Miller, President, Central Connecticut State University (CCSU)
Elsa Nuñez, President, Eastern Connecticut State University (ECSU)
Cheryl J. Norton, President, Southern Connecticut State University (SCSU)
James W. Schmotter, President, Western Connecticut State University (WCSU)

STAFF TO THE BOARD

Erin A. Fitzgerald, Associate for Board Affairs

CALL TO ORDER

Chairman McHugh called the meeting to order at 10:00 a.m., declaring a quorum present.

ADOPTION OF AGENDA

Chairman McHugh requested a motion to adopt the May 14, 2009 agenda as presented.

Trustee Eberhard-Asch moved, seconded by Trustee Pugliese, to add a resolution under consent honoring graduating CCSU Student Trustee Kenneth Barone. Following distribution of the proposed resolution, **Trustee Balducci moved to adopt the agenda as revised; with a second by Trustee Pugliese, the agenda as revised was adopted.**

APPROVAL OF MINUTES

Chairman McHugh requested a motion to accept the Minutes of the April 8, 2009 Regular Session meeting; Trustee Balducci moved, seconded by Trustee Pugliese; motion passed unanimously.

Chairman McHugh requested a motion to accept the Minutes of the April 21, 2009 Special Session meeting; Trustee Sholtis indicated a correction thereto¹; minutes approved as corrected on a motion by Trustee Pugliese, seconded by Trustee Balducci; motion passed unanimously.

CHANCELLOR'S REPORT

Chancellor Carter thanked outgoing student trustee Ken Barone from Central for his service to the Board, provided update on efforts to secure federal funding opportunities. Regarding those efforts, he thanked Associate Vice Chancellor Jill Ferraiolo for her diligence and noted that the success realized to date was dependent in great part on the efforts put forth by the universities and added his thanks and recognition to the university presidents and their faculty and staff.

Chancellor Carter shared his appreciation for the May 13, 2009 CSUS Day at the Capitol noting that he felt it was an excellent event.

Regarding pandemic planning and emergency response, Chancellor Carter noted that System Office senior staff was communicating daily with the universities regarding the swine flu outbreak and it was expected that if and when the flu virus presents in the fall, the System will be in an even stronger position to respond having had the exercise. Dr. Carter added that the universities continue to ensure their crisis/pandemic readiness and a Systemwide drill/response to further assist in emergency response preparedness would take place in the near future.

Dr. Carter spoke to the Board-approved agreements with SUOAF and AAUP and the same type of agreement with management confidential personnel which was before the Board for their approval. He commended Associate Vice Chancellor for Human Resources and Labor Relations and Executive Assistant to the Chancellor, David Trainor, for his tireless efforts in this

¹ The minutes identified Trustee Sholtis as both the maker and the second to a motion authorizing the Chancellor to execute any and all documents in connection with two MOUs the Board approved. Corrected minutes will identify Trustee Pugliese as seconding the motion.

regard stating that Mr. Trainor's presence at the state table was invaluable, both to the State of Connecticut and to the System.

Dr. Carter pointed out the following items in the Board folders:

- Flyer announcing CT Science Center and CSUS partnership
- Letters from the presidents regarding election of student trustees
- AASCU Policy Matters brief on state early commitment programs
- April 2009 letter from CBIA President John Rathberger extending his appreciation to the Board for recently approved admissions standards
- Updated 2009 Trustees meeting calendar
- 2009 Commencement Schedule
- Recent CSUS news releases
 - ESPN's 30th anniversary and its association with CSUS
 - Dual Admission Program/Signing of Transfer Compact
 - Universities Commencements and speakers

Dr. Carter also lauded the work of all the presidents on the dual admission program and transfer compact, noting the exceptional efforts put forth by SCSU President Norton along with ECSU President Nuñez, allowed this goal to be accomplished ahead of schedule.

CONSENT ITEMS

Chairman McHugh requested a motion to approve the following items on the Consent Agenda: resolutions honoring student trustee Kenneth Barone from Central Connecticut State University and the promotion and tenure recommendations for the four universities for 2009-2010 which were presented to the Finance and Administration Committee. **Trustee Pugliese so moved; Mr. Balducci seconded the motion and the promotion and tenure recommendations and the following resolution were approved unanimously.**

Resolution Honoring Kenneth Barone

WHEREAS, Kenneth Barone was elected to the Board of Trustees for the Connecticut State University System by his fellow students at Central Connecticut State University in 2008 and served as a member of the Student Life Committee, and

WHEREAS, While his time on the Board was brief, throughout his service, Mr. Barone has participated conscientiously in the work of the Board and provided thoughtful insights from the perspective of a student as well as from the perspective of a citizen, and

WHEREAS, Mr. Barone has demonstrated a faithful commitment to the welfare of present and future students, and

WHEREAS, Mr. Barone's service on the Board of Trustees is concluding upon his graduation from Central Connecticut State University this academic school year, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Kenneth Barone its appreciation for his many contributions to the work of the Board and extends to him its best wishes for a rewarding and fulfilling future.

The Chairman presented outgoing student trustee Ken Barone with the Board Resolution and thanked him for his service to the Board of Trustees.

AUDIT SUBCOMMITTEE

Audit Subcommittee Chairman Messina reported that the Audit Committee met with PricewaterhouseCoopers, the independent auditors for CSU System, on May 8th to review their plan for their audit of the fiscal 2009 Combined Financial Statements of the CSU System, noting that this was the fourth year of a five year audit arrangement with PwC for the audit of the System's combined financial statements. The PwC engagement team for the 2009 audit is essentially the same as for last year's audit, including the lead engagement partner, Lee Ann Leahy.

Trustee Messina advised that PwC would be performing an in-depth audit of the Information Technology areas at all four universities as well as of the System Office. Last year, IT was audited in detail at the System Office, with only limited IT audit procedures performed at the four universities to allow them time to implement the IT findings from the 2007 fiscal audit. Examining IT in detail at the four universities is now timely for this year's audit.

PwC will begin their interim field work this month, and work through July. The year-end field work will take place in September and October, with financial statement and Management Letter completion anticipated in early December and a final report to the Audit Committee and the Board scheduled for January of next year.

Trustee Messina added that Because of the current economic and financial crisis, liquidity at both private and public universities is a major concern expressed by Moody's Investors Service, one of the three major credit rating agencies, so CSU's investment and debt instruments will be an area of audit emphasis this year.

The statute establishing CSUS 2020 requires an annual audit of all CSUS 2020 projects by an independent auditing firm that does not provide any non-audit services for the System during the period of audit. Following a detailed bidding process by a systemwide evaluation team, the Committee ratified the appointment of UHY LLP as CSUS 2020 auditors. UHY is an independent CPA firm that provides auditing services in affiliation with UHY Advisors, Inc., the 12th largest professional services firm in the United States with offices across the country. Trustee Messina stated that although the firm was fairly new [only four years old], it had built a good reputation in this specialized audit area and was also the firm auditing UCONN 2000 since fiscal 2006.

Trustee Messina noted that UHY's fees are based on a unit cost of \$137.00 per \$100,000 of construction expenditures audited. The fees may be adjusted in future years based upon changes in the Consumer Price Index, the complexity of the projects audited, and CSUS needs.

FINANCE AND ADMINISTRATION COMMITTEE

Trustee Krapek reported that the Finance and Administration Committee met on Friday, May 8, and had four action items to bring before you today:

Policy on Rehired Retirees. Trustee Krapek noted that in a number of situations, rehired retirees are an available, highly qualified, and economical source of expertise. The use of retirees permits assignment of experienced and at times uniquely qualified individuals with proven abilities to meet immediate, temporary, and seasonal staffing needs.

The vast majority of rehired retirees within CSUS are adjunct faculty. The current Collective Bargaining Agreement between the Board of Trustees and CSU-AAUP contains provisions that govern the number of credit hours and pay for faculty who teach as adjunct faculty, whether the individual is a temporary employee or a former full-time faculty member. The policy before you today does not impact our ability to hire faculty who retire because it is already regulated by the collective bargaining agreement.

The proposed policy provides for a review and recommendation process should the university wish to hire a non-faculty member for a position after completing two 120-day appointments over two separate years. In addition, a review will be conducted on all existing rehired retirees to determine if they continue to provide unique and necessary services to our system. **On a motion by Trustee Krapek, seconded by Trustee Balducci, the following resolution was approved (with Trustee Rosa abstaining):**

WHEREAS, The Executive Branch agencies within the State of Connecticut are subject to certain regulations for the hiring of retired state employees;

WHEREAS, The Connecticut State University System and other constituent units of higher education are subjected to similar guidelines to include but not limited to a limitation of the period of work in any subsequent post retirement appointment of 120 days per calendar year;

WHEREAS, In a number of situations, rehired retirees are an available, highly qualified, and economical source of expertise and employees that further the mission of the Connecticut State University System and its member universities. The use of these retirees permits assignment of experienced and at times uniquely qualified individuals with proven abilities to meet immediate, temporary, and seasonal staffing needs;

WHEREAS, It is vital to the Connecticut State University System's ongoing operational success that appropriate management structures and controls be in place to ensure this employment practice is administered appropriately, now therefore, be it

RESOLVED, That the Board of Trustees enacts the attached policy related to employment entitled *Rehired Retirees* effective upon execution of this Resolution.

CSUS Policy on Rehired Retirees

Background:

In a number of situations, rehired retirees are an available, highly qualified, and economical source of expertise and employees that further the mission of the Connecticut State University System and its member universities. The use of these retirees permits assignment of experienced and at times uniquely qualified individuals with proven abilities to meet immediate, temporary, and seasonal staffing needs.

Policy:

The following are the policy and guidelines of the Board of Trustees to be followed when considering hiring a rehired retiree into a vacant position.

1. Pursuant to the CSUS-AAUP Collective Bargaining Agreement, retired instructional faculty may be hired to teach individual courses or provide services typically assigned to faculty members within the universities. These individuals shall be paid the summer faculty rate per load credit that corresponds to the faculty rank they held when they retired. If there is a desire of a university to hire a retired faculty member at a rate higher than the summer rate, the department wishing to hire the faculty

member must set forth a detailed justification for the hire and rate, the Dean of the applicable school must endorse the request, the university's chief academic officer must review and endorse the request, and the President must seek approval of the Chancellor or designee to offer a rate other than that included in Article 11.2 of the CSUS-AAUP Collective Bargaining Agreement. If the proposal is not endorsed at any level of this process, it is automatically denied. The Chancellor retains the ultimate authority to authorize a rate higher than that detailed above.

2. If the System or one of its universities wishes to hire a management, administrative support professional, clerical, maintenance, or protective services retiree it may do so for no more than 120 days in one year and for not more than two years. The rate of pay for the retiree shall be no more than the hourly rate received as of the date of retirement, without exception. Please note that if the retiree is hired into a bargaining unit position, his/her pay shall be no greater than the equivalent of the hourly rate at the time of retirement or the minimum of the rate for the position being hired to fulfill.
3. If the System or the university determines that it must hire said retiree for a contract after reaching the two-year limitation in paragraph 2 above, the requesting entity must submit to the Council on Employee Relations (CER) a detailed justification for such hire. This justification must include a description of the unique qualifications and experience the retiree possesses and why he/she is the only person qualified to fulfill the desired role at the university. CER shall make a recommendation to the Chancellor, who shall have the ultimate authority to authorize or deny the requested hire. If authorized by the Chancellor, the rate of pay for the retiree shall be the hourly rate received as of the date of retirement, without exception. The two-year limitation applies to all current and formerly rehired retirees. Any rehired retiree, who has served two or more appointments, must proceed through the review process detailed herein.
4. In cases where the rehired retiree is either a former Chancellor or university president, the Chairman of the Board of Trustees is singularly responsible for authorizing or denying authorization to hire such individual.

Management/Confidential Furloughs. Trustee Krapek stated that all collective bargaining units within the State of Connecticut, including CSU-AAUP and SUOAF-AFSCME have agreed to unpaid furloughs during FY09, FY10, and FY11 to assist the state and CSUS in addressing the current fiscal crisis. The Board must act separately on requiring all management confidential staff to take the same furloughs as all other CSUS employees.

Specifically, the days that will be without pay and on which the System will close are May 26, 2009; July 6, 2009; December 24, 2009; June 1, 2010; July 2, 2010; December 27, 2010; and May 31, 2011.

Earlier this year, certain management confidential staff took a one-day furlough under the Governor's Voluntary Staff Reduction program. Any management confidential employee who took a furlough day prior to March 1, 2009, will not have to take May 26, 2009 as unpaid, but will need to utilize a vacation or personal leave day to facilitate system closure. In addition, in FY10 and FY11, the value of the furlough days will be calculated at the commencement of the respective fiscal year and reduced in 26 equal pro-rata payments from the pay checks issued during those fiscal years. **On a motion by Trustee Krapek, seconded by Trustee Sholtis, the following motion was approved unanimously:**

WHEREAS, The State of Connecticut is experiencing unprecedented fiscal challenges as a result of the national fiscal crisis;

WHEREAS, Governor Rell and the State Employees Bargaining Agent Coalition (SEBAC) have agreed, as part of a concession agreement, to address labor cost savings, to furlough days administered through the Governor's Voluntary Schedule Reduction Program for FY09, FY10, and FY11, now therefore, be it

RESOLVED, All management confidential employees, including the Chancellor and university presidents, shall be subject to unpaid furloughs in FY09, FY10, and FY11, and be it further

RESOLVED, Every effort will be made to close the System and its member universities on these furlough days in order to facilitate their value, and be it further

RESOLVED, That in rare and extraordinary situations in order to facilitate the operation and safety of the universities, it may be necessary to exempt a management confidential employee from taking a furlough on the fixed date with an identified alternate date, and be it further

RESOLVED, During FY09, May 26, 2009 shall be the designated furlough day. Any management confidential employee who took a furlough day prior to March 1, 2009 shall not be subject to this furlough day but must take earned vacation or personal leave to facilitate closure of System operations, and be it further

RESOLVED, During FY10 and FY11, the fixed furlough dates shall be as follows:

July 6, 2009
December 24, 2009
June 1, 2010
July 2, 2010
December 27, 2010
May 31, 2011, and be it further

RESOLVED, That the System Office shall calculate the value of the three (3) furlough days at the start of each fiscal year based on the daily rate of pay (one-tenth of a gross biweekly wage) and shall ensure that each biweekly pay check during such fiscal

year shall be reduced by a pro-rata share of the total value of the three (3) furlough days that fall within said fiscal year, and be it further

RESOLVED, That the Board recognizes the sacrifice of all System employees during this fiscal crisis and expresses its appreciation for their willingness to partner with the Board in minimizing the impact of this situation on our students.

An Easement to the City of Danbury on the Westside Campus of Western Connecticut State University. Trustee Krapek stated that in May 2003, the City of Danbury and the State of Connecticut executed a land deed giving the City a parcel of land at the Westside Campus for the development of a new Regional Magnet School. The Board of Trustees authorized this transfer in January, 2002.

In 2004, as part of the Regional Magnet School Project, the City funded and installed a water main and a sanitary sewer line under University Boulevard at WCSU's Westside Campus. The City of Danbury is now seeking a permanent easement from the State allowing the City access to these utilities. Maintenance, repairs and replacement of the water and sanitary sewer utilities will be at the City's expense. Any WCSU property disrupted due to access to the water main and sanitary sewer line utility will be restored to substantially the same condition as it was found prior to the disruption, at the City's expense. **On a motion by Trustee Krapek, seconded by Trustee Pugliese, the following resolution was approved (with Trustee Wetmore abstaining):**

WHEREAS, The City of Danbury installed a water main and sanitary sewer line under the northern portion of University Boulevard for the Regional Magnet School in 2004, and

WHEREAS, The City of Danbury is requesting a permanent easement allowing the City access to the water main and sanitary sewer line for maintenance, repair and replacement purposes, and

WHEREAS, The easement does not allow the City of Danbury exclusive rights to occupy the easement area, and

WHEREAS, The City of Danbury will hold the State of Connecticut harmless with respect to any liability relative to water main and sanitary sewer maintenance, repair and replacement, and

WHEREAS, Any WCSU property disrupted due to access to the water main and sanitary sewer line utility will be restored at the City's expense to substantially the same condition as it was found prior to the disruption, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System authorizes the conveyance by the Department of Public Works of an easement to the City of Danbury for maintenance, repair, and replacement of a water main and sanitary sewer line under the northern portion of University Boulevard at the Westside Campus of Western Connecticut State University.

The Use of Designated Fund Balances to Finance Campus-Wide Access and Security Upgrades at Central Connecticut State University Trustee Krapek noted that CCSU recently completed an assessment of residence halls, academic classrooms, and campus garages to assess campus-wide security and the need for upgrades and improvements. The assessment revealed a number of essential security and locking system projects.

The projects which were deemed critical include the installation of card readers with keypad and an electric door strike in the bathrooms of two residence halls; the installation of closed-circuit cameras in two parking garages to enable the University Police Department to better view the garage areas that are more difficult to patrol effectively and to aid in their investigations of suspicious activities; an update of Kaiser Hall's security to the same standards as the rest of the campus through the installation of card readers, door strikes, door contacts, egress motions and cameras at the main exterior doors and door contacts on all other exterior doors, as well as card readers, electric strikes, and cameras at certain interior doors deemed to be high-access or high-value; and an upgrade of the server and workstations that support the electronic locking systems, as well as the implementation of upgraded security measures and more current CCTV technology.

The total cost of the upgrades is estimated not to exceed \$500,000. These upgrades were not included within CSUS 2020 Bond Funds; therefore, CCSU is requesting that they be authorized to fund these projects from their undesignated fund balance. **On a motion by Trustee Krapek, seconded by Trustee Balducci, the following motion was approved unanimously:**

WHEREAS, Central Connecticut State University (CCSU) recently completed an evaluation of residence halls, academic classrooms, and campus garages to assess campus-wide security and the need for upgrades and improvements, and

WHEREAS, The assessment identified several locations where the need to install or upgrade access security is deemed critical, and

WHEREAS, The estimated cost of these installations and upgrades was not included within CSUS 2020 code compliance Bond Funds, therefore be it

RESOLVED, That CCSU is authorized to utilize up to \$500,000 from their designated Fund Balance to effect access and security upgrades in Robert Vance

Residence Hall, Mildred Barrows Residence Hall, Copernicus Garage, Student Center Garage, Harrison J. Kaiser Hall, and the supporting server and technology.

Trustee Krapek also noted that the Committee reviewed and approved recommendations for faculty promotion and tenure for 2009 from the four Presidents, which were brought before the Board and approved as a Consent Item, and received the monthly CSUS 2020 Project Status report.

EXECUTIVE COMMITTEE/CHAIRMAN'S REPORT

Chairman McHugh reported that the Executive Committee met on May 8th and while there were no action items to bring before the Board, he shared that the Committee had received updates from the Chancellor and David Trainor regarding several matters, including the status of the ratification of the SEBAC, ongoing litigation, and security and audit matters related to IT. CSUS Chief of Staff Yvette Melendez also provided the Committee with an update on university and Systemwide emergency response preparedness, particularly as it related to the recent swine flu. The Chairman remarked that he appreciated the swift response by the Chancellor, Presidents and staff in this regard.

Chairman McHugh noted that he was particularly pleased with the turnout for CSUS Day at the Capitol yesterday stating it was a great success.

In thanking Ken Barone for his service, the Chairman noted that in July the Board would be welcoming a new student trustee elected by the students at Central: Mr. Alex Rodriguez. He added that he was happy to report that Andrew Chu from Southern and Andrew Wetmore from Western were each re-elected to serve another 2-year term as student trustees. Congratulations to you both.

ADJOURNMENT

Trustee Messina moved to adjourn; Trustee Pugliese seconded the motion and the meeting adjourned at 10:30 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary