



REGULAR SESSION  
BOARD OF TRUSTEES  
FOR THE  
CONNECTICUT STATE UNIVERSITY SYSTEM  
at the  
System Office, 39 Woodland Street, Hartford, CT  
MEETING MINUTES  
June 11, 2009 - 10:00 a.m.

**TRUSTEES PRESENT**

Lawrence D. McHugh, Chairman  
Theresa J. Eberhard-Asch, Secretary  
Karl J. Krapek, Vice Chairman  
Richard J. Balducci  
Andrew Chu  
John A. Doyle  
Elizabeth Gagne (via teleconference)  
John H. Motley

L. David Panciera  
Ronald J. Pugliese  
Peter M. Rosa  
John R. Sholtis, Jr.  
Fr. John P. Sullivan  
Andrew R. Wetmore  
Gail H. Williams

**TRUSTEES ABSENT:**

Angelo J. Messina

Kolby Williams

**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 June 11, 2009 agenda as presented.

**Trustee Eberhard-Asch so moved, seconded by Trustee Pugliese; the agenda as presented was adopted.**

### **EXECUTIVE SESSION**

Chairman McHugh requested a motion to go into Executive Session for the purpose of hearing the leadership assessment report of President Norton. He requested that Chancellor Carter, President Norton, Associate Vice Chancellor for Human Resources & Labor Relations David Trainor and Associate for Board Affairs Erin Fitzgerald remain. Trustee Balducci so moved; Trustee Pugliese seconded the motion and it was approved unanimously.

### **RETURN TO OPEN SESSION**

Chairman McHugh declared the meeting to be in open session and indicated no vote was taken during Executive Session.

### **APPROVAL OF MINUTES**

Chairman McHugh requested a motion to accept the Minutes of the May 14, 2009 Regular Session meeting; Trustee Balducci moved, seconded by Trustee Rosa; motion passed unanimously.

### **CHANCELLOR'S REPORT**

Chancellor Carter noted that the Presidents would be providing their assessment reports at the July 23, 2009 meeting of the Board.

Chancellor Carter commended the university presidents for the commencement ceremonies and thanked the trustees for taking time out of their schedule to convey their greetings and extend their congratulations to the graduates and their families.

Chancellor Carter extended his personal appreciation and thanks for the dedicated service rendered by retiring CSUS Chief of Staff Yvette Melendez.

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

- AASCU Policy Matters brief on graduation rate reporting
- Preliminary end-of-session report from Jill Ferraiolo, Associate Vice Chancellor for Government Relations/Communications

### **CONSENT ITEMS**

Chairman McHugh requested a motion to approve the following items on the Consent Agenda: revised CSUS Policy on Rehired retirees and a resolution conferring emeritus status on retiring Chief of Staff for the Connecticut State University System, Yvette Melendez. Trustee

Rosa so moved; Trustee Motley seconded the motion and the following resolutions were approved unanimously.

**Policy on Rehired Retirees**

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 rescinds BR #09-39 adopted May 14, 2009 and enacts the attached amended policy related to employment entitled *Rehired Retirees* effective upon execution of this Resolution.

**Connecticut State University System**  
*Policy related to Employment*  
**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 at the applicable

rate for part-time faculty in accordance with the collective bargaining agreement. 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.

**Conferring Emeritus - Yvette Melendez, CSUS Chief of Staff**

WHEREAS, Yvette Melendez joined the Connecticut State University System in July 1998 as chief administrative officer, following a long, exemplary and distinguished career in public policy development and administration with the State of Connecticut, and

WHEREAS Ms. Melendez was appointed chief of staff in 2006, advising the Chancellor on administrative and policy matters, and

WHEREAS, During her tenure, Yvette provided leadership in a number of policy initiatives and made innumerable contributions to the growth and development of the Connecticut State University System, and

WHEREAS, Ms. Melendez has announced her intention to retire effective June 30, 2009, therefore, be it

RESOLVED, That the Board of Trustees for the Connecticut State University System confers emeritus status upon Yvette Melendez, with all the privileges pertaining thereto, effective July 1, 2009, and be it further,

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Ms. Melendez on the occasion of her retirement its deep appreciation for her invaluable contributions to the Connecticut State University System and extends to her its best wishes for many happy and productive years to come.

#### **ACADEMIC AFFAIRS COMMITTEE**

Trustee Doyle John Doyle reported that the Academic Affairs Committee met on Wednesday June 3, 2009 via teleconference and was recommending a **Resolution to Approve the Modification of the American Savings Foundation Endowed Chair in Banking and Finance at Central Connecticut State University**. The Endowed Chair was established through Board Resolution 03-10 on March 7, 2003, and the proposed modification expands the qualifications of individuals eligible to fill the position. Individuals eligible are to include banking or finance executives who typically hold masters degrees, and faculty members with a doctoral degree and a proven record of teaching and scholarship in finance or a related discipline. Trustee Doyle noted that the proposed change had been unanimously approved by the Board of Directors of the American Savings Foundation, and President Miller has expressed his eagerness to proceed with a national search that ensures that a candidate of the highest caliber will hold this Endowed Chair. . **On a motion by Trustee Doyle, seconded by Fr. Sullivan, the following resolution was approved:**

WHEREAS, Through Board Resolution 03-10 the Board of Trustees for the Connecticut State University System established the American Savings Foundation Endowed Chair in Banking and Finance at Central Connecticut State University, and

WHEREAS, The American Savings Foundation has fulfilled its commitment and the Central Connecticut State University Foundation has received matching support from the state, providing for the necessary fiscal stability of the Endowed Chair, and

WHEREAS, The qualifications for the Endowed Chair require status at chief or executive or senior executive levels with national or international recognition in banking, finance or financial services, and

WHEREAS, The Board of Directors of the American Savings Foundation has approved, and the President of the university has endorsed, broadening the qualifications of individuals eligible to fill the Endowed Chair, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System approves the addition of executives in banking or finance with a distinguished record of service or a faculty member with a doctoral degree and a strong record of accomplishments as a teacher and scholar in finance or a closely related discipline, as validated through a national search, to be individuals eligible to hold the American Savings Foundation Endowed Chair in Banking and Finance.

#### **FINANCE AND ADMINISTRATION COMMITTEE**

Trustee Krapek reported that the Finance and Administration Committee met on Friday, May 8, and had two action items for the Board's consideration:

**The Yellow Ribbon G.I. Education Enhancement Program.** Trustee Krapek noted that the Federal Post-9/11 Veterans Educational Assistance Act of 2008 funds tuition and fees for eligible veterans up to the highest public in-state undergraduate tuition and required fees. For Connecticut, this amount for FY2009 is \$486.00 per credit hour for tuition and \$1,946.00 per term for required fees. A student's tuition and fees could exceed these maximums depending on the program in which they are enrolled or their residency status (in-state versus out-of-state student). In the case of CSUS, the only instances in which a veteran would exceed these maximum tuition and fee assistance amounts would be in the case of graduate tuition for an out-of-state student, and required fees for an out-of-state undergraduate or graduate student.

The Yellow Ribbon GI Education Enhancement Program is a provision of the Post-9/11 GI Bill. This program allows colleges and universities to voluntarily enter into an agreement with the VA to fund tuition expenses that exceed the GI Bill's maximum tuition and fee rate. The institution can contribute up to 50% of those expenses and the VA will match the same amount as the institution. Institutions that voluntarily enter into a Yellow Ribbon Agreement with the VA choose the maximum amount of tuition and fees that will be contributed. The VA will match that amount and issue payment directly to the institution.

Trustee Krapek noted that the expectation was that there would be very few, if any, veterans attending a CSUS university who will qualify for the Yellow Ribbon program. This program will not only save a small amount of money for CSUS, but more importantly will enhance an important benefit to veterans.

It was the Finance and Administration Committee's recommendation that the four CSUS universities enter into a Yellow Ribbon Agreement with the VA, and that CSUS' share be provided in the form of a Yellow Ribbon Waiver. The recommended maximum number of

individuals for whom the Yellow Ribbon Waiver will be authorized is 50 each for CCSU and SCSU, and 25 each for ECSU and WCSU. The maximum amount of Yellow Ribbon waiver provided per individual in any given academic year is recommended to be \$2,000. Trustee Krapek commended Vice Chancellor Pamela Kedderis for her efforts in presenting a straight-forward outline of what is a very complex matter. **On a motion by Trustee Krapek, seconded by Trustee Motley (who indicated as a Vietnam era veteran he was very pleased and honored to make the second), the following resolution was approved:**

- WHEREAS, The Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program) is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008. This program allows degree granting institutions of higher learning in the United States to voluntarily enter into an agreement with the Veterans Administration (VA) to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. The institution can contribute up to 50% of those expenses and VA will match the same amount as the institution, and
- WHEREAS, The Post-9/11 GI Bill pays up to the highest public in-state undergraduate tuition and required fees, and
- WHEREAS, The student's tuition and fees may exceed these maximums depending on the program in which they are enrolled or their residency status (in-state versus out-of-state student), and
- WHEREAS, The Board of Trustees for the Connecticut State University System has the highest respect and esteem for our veterans, who have sacrificed much to ensure our basic freedoms, therefore be it
- RESOLVED, That the four CSUS universities shall enter into a Yellow Ribbon Agreement with VA, and be it further
- RESOLVED, That a Yellow Ribbon Waiver is established, which will constitute the contributions toward the program made by each university on behalf of the veterans participating in the Program, and be it further
- RESOLVED That the maximum number of individuals for whom the Yellow Ribbon Waiver will be authorized, and the maximum amount of Yellow Ribbon waiver that will be provided per individual in any given academic year shall be as follows:
- CCSU: 50 individuals, maximum waiver \$2,000
  - ECSU: 25 individuals, maximum waiver \$2,000
  - SCSU: 50 individuals, maximum waiver \$2,000
  - WCSU: 25 individuals, maximum waiver \$2,000

**FY2009-10 Tuition and Fees for Connecticut State University System Part-Time Students.** Trustee Krapek stated that because the State does not provide any appropriated support for part-time students, the cost of providing education for these students has been funded solely by student Extension Fees, which are charged on a per credit hour basis. However, this has been the source of much confusion, due to the fact that both the University of Connecticut and the Connecticut Community Colleges charge prorated tuition to part-time students, in addition to other fees. While it does cost more to educate a part-time student, they attend the same classes as full-time students, and are virtually indistinguishable from each other. Therefore, in order to promote clarity and simplicity within CSUS's student rate structure, it is proposed that the course fee charges for part-time students attending in the fall and spring semesters be converted from an Extension Fee model to a Tuition and General University Fee model.

Trustee Krapek noted that the proposal would not change the total part-time per credit hour charge for FY2010 that was approved by the Board of Trustees on April 8, 2009. It would simply break that charge down into two components: Tuition, which would be equal to the per-credit-hour tuition for full-time students, and a General University Fee, which would provide support for university student services and operations.

Trustee Krapek added that the advantage was that the part-time tuition component would be subject to the required 15% set-aside for need-based student aid, which will be a cost to the universities. However, this additional cost will benefit needy students. In addition, members of the National Guard who are attending on a part-time basis will now benefit from a statutory waiver of the part-time tuition, whereas previously they did not receive a waiver of the Extension Fee. And, because the conversion from Extension Fees to a Tuition and General University Fee model would result in the unintentional partial elimination of a currently existing waiver benefit for Connecticut senior citizens attending on a part-time basis, this proposal restores that benefit to the level at which it currently exists.

Both full- and part-time students are charged Extension Fees per credit hour for courses taught during Summer sessions and Winter sessions (intercession). Because these are self-supporting in nature, they are not included in this recommendation, but would remain as currently charged.

**On a motion by Trustee Krapek, seconded by Trustee Motley, the following resolution was approved:**

WHEREAS, The Board of Trustees for the Connecticut State University System under its statutory authority - CGS 10a-99 - reviews and establishes fees annually for such purposes as the Board of Trustees deems necessary, and

WHEREAS, Because the State does not provide any appropriated support for part-time students, the cost of providing education for these students has been funded solely by student Extension Fees, which are charged on a per credit hour basis, and

WHEREAS, This convention has been the source of some confusion, due to the fact that the other constituent units of public higher education charge prorated tuition to part-time students, in addition to other fees, and

WHEREAS, While it does cost more to educate a part-time student, they attend the same classes as full-time students, and are virtually indistinguishable from each other, and

WHEREAS, It is the Board's intention to promote clarity and simplicity within CSUS's student rate structure, and

WHEREAS, It is also the Board's intention to maintain the full waiver benefit currently in place for Connecticut senior citizens attending on a part-time basis, therefore be it

RESOLVED, That the course fee charges for part-time students attending in the fall and spring semesters be converted from an Extension Fee model to a Tuition and General University Fee model, and be it further

RESOLVED, That the rates reflected on the attached schedule are effective at each university as appropriate for FY2009-10, and be it further

RESOLVED, That said rates may be reconsidered by the CSUS Board of Trustees should circumstances warrant, and be it further

RESOLVED, That because Summer sessions and Winter sessions (intercession) are self-supporting in nature, students shall continue to pay per-credit-hour Extension Fees for courses taught during these sessions, and be it further

RESOLVED, That a full waiver of part-time tuition and the General University Fee is authorized for any Connecticut resident sixty-two years or older attending on a part-time basis, providing that at the end of the regular registration period there is space available in the course(s) in which they intend to enroll, and be it further

RESOLVED, That Board Resolution #09-37 is amended to reflect this change.



Because of the importance of the function which it performs, the Chancellor has recommended, and the members of the Board's Executive Committee concur, that the Audit Subcommittee of the Executive Committee should be recognized as a Standing Committee of the Board of Trustees.

Further, it is recognized that it is the responsibility of our Board to ensure there are procedures in place to safeguard CSUS assets and identify, evaluate, prevent and/or protect against a wide range of risks that may threaten the System's mission and institutional goals. Accordingly, following acceptance of the bylaws revision at our next meeting, I will, as allowed under existing Board bylaws, be forming a Risk Management Subcommittee of the Audit Committee. The task of the Risk Management Subcommittee will be to identify and evaluate risk exposures and implement loss prevention measures by the System, and to make recommendations to the Board with regard to the enhancement of risk management.

In accordance with current bylaws, any proposed amendments thereto must be introduced to the full Board for review at a regularly scheduled meeting and approved by the Board at the next regularly scheduled meeting.

Chairman McHugh asked the Trustees to review the proposed change and indicated that any questions or concerns received in the interim would be addressed by way of an updated staff report and, if appropriate, an amendment to the proposed revision. Chairman McHugh reiterated that a motion for a vote was not required and directed that the meeting minutes reflect that the proposed revision was presented to the Board in accordance with Board bylaws and would be brought back to the Board for adoption at the July 23rd meeting of the Board.

**Resolution Conferring Emeritus Status to Yvette Melendez.** Chairman McHugh noted the resolution had been approved under consent at the beginning of the meeting. The Chairman expounded upon the proposed resolution, adding his personal appreciation, and asked Ms. Melendez to come forward to receive the following resolution on behalf of the Board of Trustees thanking her for years of service to the System and to the State of Connecticut.

WHEREAS, Yvette Melendez joined the Connecticut State University System in July 1998 as chief administrative officer, following a long, exemplary and distinguished career in public policy development and administration with the State of Connecticut, and

WHEREAS Ms. Melendez was appointed chief of staff in 2006, advising the Chancellor on administrative and policy matters, and

WHEREAS, During her tenure, Yvette provided leadership in a number of policy initiatives and made innumerable contributions to the growth and development of the Connecticut State University System, and

WHEREAS, Ms. Melendez has announced her intention to retire effective June 30, 2009, therefore, be it

RESOLVED, That the Board of Trustees for the Connecticut State University System confers emeritus status upon Yvette Melendez, with all the privileges pertaining thereto, effective July 1, 2009, and be it further,

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Ms. Melendez on the occasion of her retirement its deep appreciation for her invaluable contributions to the Connecticut State University System and extends to her its best wishes for many happy and productive years to come.

Ms. Melendez indicated she was humbled by the honor the Trustees bestowed upon her in conferring emeritus status and spoke at length regarding her appreciation for the opportunity to be of service to the students, faculty, staff, presidents, Chancellor and Trustees of the Connecticut State University system.

#### **CHAIRMAN'S REPORT**

Chairman McHugh reported that in accordance with the Board of Trustees Bylaws, the election of officers occurs in July of odd-numbered years. I have appointed a Nominating Committee, chaired by Richard Balducci and supported by David Panciera and Angelo Messina, who will be meeting and reporting back to the Board with their recommendations.

The Chairman echoed Chancellor Carter's remarks regarding the university commencements, noting that they were terrific events and thanked the presidents for their outstanding efforts.

#### **ADJOURNMENT**

Trustee Balducci moved to adjourn; Trustee Pugliese seconded the motion and the meeting adjourned at 10:45 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary