

REGULAR SESSION  
BOARD OF TRUSTEES  
FOR THE  
CONNECTICUT STATE UNIVERSITY SYSTEM  
at  
SYSTEM OFFICE, HARTFORD, CONNECTICUT  
MINUTES  
January 17, 2008  
9:00 a.m.

**TRUSTEES PRESENT:**

Lawrence D. McHugh, Chairman	Mark Parrott
Karl J. Krapek, Vice Chairman (teleconference)	Ronald J. Pugliese
Theresa J. Eberhard-Asch, Secretary	Peter M. Rosa
John A. Doyle	John R. Sholtis, Jr.
Elizabeth Gagne	Brian P. Sullivan
Angelo J. Messina	John P. Sullivan
John H. Motley	Andrew R. Wetmore
L. David Panciera	

**TRUSTEES ABSENT:**

Mr. Richard J. Balducci	Gail H. Williams
Andrew Russo	

**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 Fitzgerald, Associate for Board Affairs

**CALL TO ORDER**

Chairman McHugh called the meeting to order at 9:05 a.m., declaring a quorum present.

**APPROVAL OF MINUTES**

**Chairman McHugh requested a motion to accept the Minutes of the December 6, 2007 Special Session. Trustee Panciera so moved; Trustee Pugliese seconded. Motion passed unanimously.**

## **PRICEWATERHOUSE COOPERS PRESENTATION**

Chairman McHugh noted this item would be moved to the end of the meeting pending the arrival of Leann Leahy from PricewaterhouseCoopers.

## **CHANCELLOR REPORT**

Chancellor Carter provided brief remarks concerning the current legislative session, stating that a CSUS technical change in state statutes was being sought which would correctly identify CSUS as a system (current state statutes make reference to Connecticut State University). The Chancellor spoke to the need for increase operating support on a gradual basis and provided a copy of his January 14, 2008 communication to Commissioner Valerie Lewis concerning tuition and fees. He added that he would be meeting with incoming Commissioner of Higher Education, Michael Meotti, in the near future to discuss the concerns expressed therein in more detail and that he would also convey greetings on behalf of the Board of Trustees.

The Chancellor pointed out the following items in the trustees' Board folders:

- 2008 Calendar for Board and Committee meetings (no change from that which the Board approved; information only)
- AASCU Top Ten State Policy Issues Brief

## **ACADEMIC AFFAIRS COMMITTEE**

The Academic Affairs Committee and the Student Life Committee met jointly on Wednesday, January 9, 2008 at the System Office. The Academic Affairs Committee recommends the following:

*A resolution to reauthorize the Trustees Scholarship Program.* The program awards merit-based scholarships for the purpose of recruiting and retaining academically outstanding students who would not otherwise attend the university. The scholarships are designed to elevate the academic profile of the student body at the universities. The latest three-year reauthorization, granted by BR#05-1 ends on the current date. The Committee reviewed the reports of the three years separately and is establishing a schedule and criteria for ongoing review of the program over the following three years. The Committee believes this program brings great benefit to the students and the universities in the CSU System.

**Trustee Doyle moved the nomination; Trustee Motley seconded the nomination and the following resolution was approved unanimously.**

WHEREAS, Through BR#97-49 of June 1997 the Board of Trustees for the Connecticut State University System authorized each university to award Trustees Scholarships for the specific purpose of recruiting and retaining full-time entering freshmen and full-time entering transfer students of exceptional talent who might not otherwise consider attending a CSUS university, and

WHEREAS, The Board of Trustees amended the resolution above in December 1998 to enable the universities to enhance their ability to attract “bright, high achievers” [BR#98-68], and

WHEREAS, Under BR#01-58 and BR#05-01 the CSUS Trustees Scholarship Program added the option for financial need criteria in awarding these academic merit scholarships, and

WHEREAS, At the end of the current program authorization of January 2008 each university has reported the positive impact of this program and is committed to continuing the enhancement of these awards, and

WHEREAS, A more uniform reporting and evaluation of the program will help the Board of Trustees gain a better understanding of use and effectiveness of the funds for future continuation of the authorization, therefore be it

RESOLVED, That the CSUS Trustees Scholarships shall be awarded under the following conditions:

- (a) Awards shall be given in addition to other grants-in-aid provided to students on the basis of financial need and/or enrollment in the universities honors program.
- (b) Under the direction of the university president, the admissions office at the university in coordination with its financial aid office shall administer the awarding of these scholarships under a process which by the amount of the award and the timing of the award maximizes the recruitment and/or retention potential of the scholarship.
- (c) If the recipient’s full financial need is not met by the merit scholarship, the scholarship shall be attributed to the “self-help” portion of unmet need as calculated by the financial aid office.
- (d) The cumulative funding allocated to this program at each university for each class of entering students shall not exceed an amount equivalent to 1.0% of tuition revenue based on the amount generated by the university’s full-time undergraduate enrollment of the previous fall semester.
- (e) Scholarships in this program may be in any amount not to exceed the amount of tuition charged to in-state students per year.
- (f) Under the direction of the president, the university shall establish and publish the criteria on the basis for which these scholarships will be awarded. Such criteria may include, but shall not be limited to, financial need, rank-in-class, scores on standardized tests, measures of leadership, evidence of achievement, or grade point average for first time freshmen or transfer applicants.
- (g) Under the direction of the president, the university shall identify criteria for continuing eligibility for the scholarships, provided that no student shall receive such scholarships for more than eight semesters. Such criteria shall include the completion of a minimum of 24 credit hours annually with a cumulative grade point average of at least a 3.0.
- (h) Each university president shall annually evaluate the success of this program in achieving measurable outcomes with respect to the recruitment and retention of talented students, and report such outcomes using a uniform format to the Board of Trustees, and be it further

RESOLVED, That BR#05-1 is hereby repealed, and be it further

RESOLVED, That the CSUS Trustees Scholarship Program shall be reviewed for continuing authorization on the basis of use and effectiveness by the Board of Trustees in January, 2011.

*A resolution to authorize Southern Connecticut State University to modify its Bachelor of Arts in Communication with Specialization in Communication Disorders to offer a Bachelor of Science in Communication Disorders.* This proposal will allow students to complete degrees in a more appropriately named program reflecting current standards in the communication disorders field and reflecting the true nature of their academic experiences at the university. The program gives the appropriate designation and school affiliation to an existing specialization program in the School of Communication, Information and Library Science by moving it to the School of Health and Human Services, from which faculty are drawn and where a highly recognized master's level program exists. The Bachelor of Arts program is being discontinued to offer the modified program. The new designation for the program is also a more conducive response to workforce needs by more closely matching the interest of students pursuing careers in the communication disorders field. The Committee recognizes the high workforce need and high-quality nature of the newly designated program.

**Trustee Doyle moved the nomination; Trustee Rosa seconded the nomination and the following resolution was approved unanimously.**

RESOLVED, That the Board of Trustees for the Connecticut State University System approves Southern Connecticut State University's proposal to modify its Bachelor of Arts Communication with a Specialization in Communication Disorders degree program to offer a Bachelor of Science in Communication Disorders degree program, and be it further

RESOLVED, That the president of Southern Connecticut State University provide appropriate documentation to the Board of Governors for Higher Education.

The Committee reviewed a Feasibility Study for the Establishment of a Civil Engineering Bachelor of Science Degree Program in the CSU System, presented by Central Connecticut State University and its School of Engineering and Technology. A detailed needs analysis was presented including projected shortages in this field because of growing infrastructure needs in the state, retirements of engineers currently in the workforce, trends in the profession because to licensing requirements and mobility of graduates from existing programs in Connecticut. The overall evaluation projects a shortage close to 50% over the next few years. The feasibility study proposes the discontinuation of the Civil Engineering Technology program to create the bachelor's degree in Civil Engineering. Only two new courses, taken from the recently established Mechanical Engineering program, and several course modifications of the existing curriculum in the technology program would be required. It is also noted that some investment in research and in facilities to comply with the new degree may need to be considered. Other universities in

the CSU System are prepared to consider a 2+2 arrangement to make possible the seamless transfer to Central in the new program. The proposed curriculum and the faculty (existing and prospective hires) in the CCSU School of Engineering and Technology meet the requirements of national accreditation. The Committee approved a motion requesting the development of a full proposal for the end of the current academic year. Trustee Doyle commended President Miller and Dean Kremens for the excellent, first-rate needs analysis.

The Academic and Student Life Committees jointly considered Trustee Andrew Wetmore's presentation on global climate change and sustainability. Trustee Wetmore stated that the universities, as academic institutions and as organizations, provide the perfect setting to study the implications and exemplify the operations that address the climate change challenges. He made a compelling case for these issues lending themselves to the multidisciplinary formal and informal experiences that students need to be engaged in at the universities. The Committees endorsed Trustee Wetmore's ideas, making reference to introducing efficiencies and continued movement towards becoming green campuses. It should be noted that an example of the Board's commitment to sustainability is evidenced in the CSUS 2020 bill recently passed by the legislature and signed by the Governor, which requires all new buildings constructed under that program to be green.

Trustee Wetmore thanked Trustee Panciera and Trustee Doyle and shared his suggestion that a systemwide course be developed devoted to climate change; he noted it first came up in his political science class and that he felt a course devoted solely to that subject was appropriate and would be beneficial to the students and to the system as a whole.

Trustee Doyle directed that the meeting minutes reflect that the Board of Trustees reaffirms its on-going commitment to sustainability.

In addition to notes to the November meeting, the Committee received an oral report on a joint meeting of the Board of Governors of Higher education with the State Board of Education taking place on January 2nd. Both of these boards approved resolutions for their agencies to enter into an agreement with Achieve Inc. and its American Diploma Project on behalf of the state. This project intends to ensure through standards, program improvement and accountability that graduates from high school are prepared for college and the workforce demands of the knowledge economy. The possible creation of a P-20 entity in the state, possibly requiring legislative action, was also mentioned.

## **FINANCE AND ADMINISTRATION COMMITTEE**

Vice Chairman Krapek reported that the Finance and Administration Committee met on Thursday, January 10th, and had three action items

*Resolution concerning the use of designated fund balances to finance the remediation of termite infestation in Davidson Hall at Central Connecticut State University*

Vice Chairman Krapek noted that Davidson Hall was constructed in 1923 and is listed on the State Register of Historic Places. Due to its age, much of the interior structure and finishes are wood construction. Central Connecticut State University has discovered a severe infestation of millions of termites in Davidson Hall involving approximately 11,000 square feet of floor area.

The Department of Public Works is working with university staff to assess the situation and will be removing asbestos materials in order to reveal the full extent of the termite damage. Affected faculty and staff have been relocated to other areas within the building or to other campus locations. The majority of the insects are concentrated within a swarm which is freely moving between the exterior and interior of the building through the exterior wall. Termite experts have recommended that the university take aggressive action to eliminate existing termite infestations and prevent future growth.

The Governor and the Legislature have authorized General Obligation bond funds for needed fire safety upgrades within Davidson Hall. However, the estimated cost of design, demolition and reconstruction of the termite-infested area was not contemplated within these code compliance Bond Funds. The estimated cost of the termite remediation is approximately \$1.8 million dollars. The University has proposed the use of Plant Fund moneys to fund the remediation.

All approvals required under Connecticut General Statute 10-99(b) have been obtained. The Executive Committee approved this resolution at its January 10 meeting, and you are now being asked to ratify the action of the Executive Committee.

**Mr. Krapek moved to ratify the resolution adopted by the Executive Committee and upon a second by Mr. Sholtis, the following resolution was ratified unanimously.**

- WHEREAS, Davidson Hall was constructed in 1923 and is a State and University historic resource, and
- WHEREAS, Central Connecticut State University (CCSU) has discovered a severe infestation of termites in Davidson Hall which impacts health and safety, and
- WHEREAS, The Connecticut Department of Public Works has been working with university staff to assess the situation and will provide asbestos abatement in affected areas, and
- WHEREAS, The affected area is approximately 11,000 square feet in size and required the relocation of Admissions, Registrar and faculty operations to other parts of the facility or other locations on campus, and
- WHEREAS, The estimated cost of design, demolition and reconstruction of the termite-infested area was not contemplated within code compliance Bond Funds recently authorized by the Governor and the Legislature for Davidson Hall, therefore be it
- RESOLVED, That the Board of Trustees hereby ratifies the January 10, 2008, action of the Executive Committee wherein authorization was provided to CCSU to utilize up to \$1,800,000 from their Plant Fund to effect the design, demolition and restoration of the area impacted by the termite infestation, contingent upon receipt of all approvals required under CGS 10a-99(b).

***Off-Schedule Faculty Tenure Recommendations***

The Finance and Administration Committee reviewed tenure recommendations by Presidents Nuñez and Schmotter for three faculty members. **Mr. Krapek moved to approve the tenure recommendations and upon a second by Mr. Sholtis, the tenure recommendations were unanimously approved.**

***Management/Confidential Sabbatic Leave Request***

The Finance and Administration Committee reviewed and endorsed an application for sabbatic leave by Chief Diversity Officer Constance Belton Green of ECSU. **Mr. Krapek moved to approve the tenure recommendations and upon a second by Mr. Rosa, the management/confidential sabbatic leave request was unanimously approved.**

Vice Chairman Krapek also reported that the Finance and Administration Committee reviewed recommendations for 2006-2007 faculty sabbatic leaves, and heard a report regarding the tenure status of CSUS full-time faculty.

**AUDIT SUBCOMMITTEE**

Trustee Messina, Chairman of the Audit Subcommittee reported that the Audit Committee met with PricewaterhouseCoopers periodically throughout their engagement and most recently on January 10, 2008, to review their report on the audit of the 2007 Combined Financial Statements on the Connecticut State University System. Trustee Messina offered the following comments:

- PwC confirmed their independence, and that they do not provide any services that would impair that independence.
- The audit was performed in accordance with auditing standards generally accepted in the US
- PwC issued an unqualified opinion, what is commonly called a clean opinion, on the combined financial statements
- PwC 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
- PwC reviewed significant accounting estimates, including employee compensated absences and allowances for past due student loans receivable
- There were no significant unadjusted differences, and no disagreements or discussions of major issues with management. There was one correcting audit adjustment, to properly reflect the advance refunding of the CHEFA bond issue in the combined financial statements.

Trustee Messina also noted that, as is their practice, PwC also issued their Report to Management with recommendations to improve internal controls in certain areas:

- Importantly, none of the recommendations are considered material control weaknesses or significant deficiencies

- PwC expanded their 2007 audit to cover IT controls at all four of the universities, and found that the Systems Office and the four universities have made good progress in improving control, particularly over security administration and user access. While there are still improvements to be made, the risk of a significant deficiency in this area has been greatly reduced
- PwC was complimentary of the collaborative approach that is being taken across the System in working through open control issues, and with the progress made in addressing those issues [23 prior year comments were resolved in FY2007]
- And finally, PwC was very complementary of the Chancellor
  - For setting the right “tone at the top”
  - and for making it a high priority that all of the finding in the PwC Management Report be timely addressed by the senior Systems Office staff and by the four University Presidents (each of the University Presidents have this objective in their Letters of Priority).

Trustee Messina thanked the other members of the Audit Committee, Karl Krapek and Theresa Eberhard-Asch, for the time they devoted to Audit Committee meetings, and to Pam Kedderis, CSUS Vice Chancellor for Finance and Administration, for her leadership in organizing Audit Committee meetings.

## **PRICEWATERHOUSE COOPERS PRESENTATION**

At Chairman McHugh’s request, Trustee Messina introduce Leann Leahy from PricewaterhouseCoopers. Ms. Leahy referenced the unqualified opinion which had been issued and remarked that PwC was happy with the cooperation, candor and level of openness they observed. For the most part, previous comments had been completely remediated and other financial type comments existing were mostly housekeeping in nature. She also reported that a significantly improved adjustment in attitude and behavior regarding the relationship between the universities and the System Office.

Chairman McHugh thanked Angelo for the leadership he had provided this new, very important subcommittee of the Board and also acknowledged Karl Krapek’s stewardship and initiative in ensuring the establishment of the Committee. The Chairman also thanked the Chancellor and University Presidents for their efforts and cooperation in this regard as well.

## **EXECUTIVE COMMITTEE**

Chairman McHugh reported that the Executive Committee met on Thursday, January 10 and had one action item: the previously proposed revision to existing Board Bylaws. The revisions were previously distributed to all Board members and placed on the December, 2007, agenda as an information item. As reported at that meeting, a review of the bylaws by the Chancellor identified several areas within Articles I through III that would benefit from clarification regarding parliamentary conduct. The Chairman requested a motion to approve and adopt the revised Articles I through III of the Bylaws of the Board of Trustees.

**Mr. Pugliese so moved; seconded by Mr. Sholtis, and the following resolution was unanimously approved:**

WHEREAS, The Board of Trustees for the Connecticut State University System have enacted bylaws to govern their operation, and

WHEREAS, The existing Bylaws of the CSUS Board of Trustees reflect that "General parliamentary rules as set forth in Robert's Rules of Order (latest revised edition) shall govern the conduct of the meetings of the Board."

WHEREAS, A review of the existing bylaws identified several areas that would benefit from clarification regarding parliamentary conduct. The recommendations were submitted to the Executive Committee on November 29, 2007, and unanimously approved for submittal to the full Board of Trustees as an information item on December 6, 2007 and, pending no objections thereto, as an action item on the agenda of the regularly scheduled meeting on January 17, 2008.

RESOLVED, That the Board of Trustees hereby approves and adopts the attached revised Articles I through III of the Bylaws of the Board of Trustees; effective immediately upon passage.

Chairman McHugh reported that the Committee also accepted from each university the Voluntary Service Education (VSE) fundraising reports from each university. It was noted that consistent with Board approved development plans, target levels of giving for the four universities as emerging institutions have been put in place and designed to achieve the maximum state match. Progress in achieving these goals is monitored by the Development Committee of the Board of Trustees. In addition to providing supplemental resources, development efforts are also vital to enhancing the visibility and marketing of the university.

The survey reports reflected increases in the number of new donors, increases in the amount of individual gifts and increased numbers of major gifts for fiscal year 2007. The Committee's receipt allows for the release of those reports to the Commissioner of Higher Education and the Legislature.

The Executive Committee also accepted the Chancellor's 07-08 Letter of Priority and the Chancellor's review of the Presidents' Letters of Priority for 07-08 and evaluations for 06-07. Chairman McHugh commented upon the great team in the Chancellor and the four outstanding university presidents.

Prior to calling for adjournment, the Chairman advised the Board that the next meeting of the Board was scheduled for Monday, March 10, 2008 at Southern Connecticut State University.

**ADJOURNMENT**

Trustee Motley moved to adjourn; Trustee Pugliese seconded the motion and the meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary