

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting  
October 15, 2003

Department of Higher Education  
Hartford, CT

Members Present: W. Bevacqua, D. Brennan, A. Meyer, H. Penner,  
F. Ridley

Members Absent: R. Lane, A. Vertefeuille, P. Vissepó

Members of the Public: M. Bauer, Gateway CC; J. Briggs, WCSU; P. Cocchiola, CTC,  
E. Durnin, WCSU, R. Gerber, WCSU, C. Hawkes, WCSU,  
A. Sturtz, CSU

1. Call to Order

Chairman Penner called the meeting to order at 11:30 a.m.

2. Approval of Minutes

W. Bevacqua moved and A. Meyer seconded the motion to approve the minutes of the September 17, 2003 meeting. The motion passed unanimously.

3. Public Participation

None reported.

4. Report of the Board Chairman

Chairman Penner called attention to the upcoming the First Northeast Regional Conference on Alternate Routes to Teacher Certification, sponsored by the Board of Governors and the Department of Higher Education being held on October 29-31, 2003 at the Hartford Marriott Hotel in Farmington. He also noted that the Department of Higher Education is hosting a visit of Professor Dr. Peter Frankenberg, Minister of Science, Research and the Arts and Mr. Karl-Heinz Kammerlohr, Director General for International Affairs in celebration of Connecticut's Sister-State Exchange Program with Baden-Württemberg, Germany. This visit is marked by the interest of a possible exchange in the bio-sciences area.

5. Report of the Commissioner

Commissioner Lewis introduced a new staff member, Scott Ciecko, Senior Consultant, Private Occupational School Approval and welcomed him to the Department.

Lewis informed Board members of the General Education Task Force Committee, headed up by Associate Commissioner Jonas Zdanys and Dr. John Walters. The Committee had its first meeting on Monday, September 29, 2003 and is enthusiastic about examining all aspects of undergraduate education outside of the major.

Lewis discussed the Teacher Quality Partnership Grant Program which awards grants for professional development conducted by schools or divisions of education and arts and sciences from Higher Education Institutions in partnership with Local Education Agencies (LEAs, i.e school districts and Regional Education Service Centers). Partnerships also may include non-profit organizations, businesses and others. A workshop on application and program procedures will be held on Friday, October 17, 2003.

6. Commissioner's Consent Calendar

D. Brennan moved and A. Meyer seconded the motion to approve the extended Commissioner's Consent Calendar, consisting of the following:

a) New Endowed Chair at Western Connecticut State University

RESOLVED that the Board of Governors for Higher Education approve the application of Connecticut State University for the establishment of an endowed chair in Hellenic and Modern Greek Studies at Western Connecticut State University and present the petition to state authorities for a state fund match of \$500,000.

b) Appointments to the Advisory Committee on Accreditation

RESOLVED that the Board of Governors for Higher Education appoint to the Advisory Committee on Accreditation the three members and alternates identified in the staff report for a term until August 2006, and authorize the Commissioner to make interim appointments to fill vacancies that may occur during the coming year.

c) Gateway Community College – licensure of a Telecommunications Technology program, leading to an Associate in Science degree

RESOLVED that the Board of Governors for Higher Education approve the licensure of a Telecommunications Technology program, leading to an Associate in Science degree, to be offered by the Gateway Community College, for a period of two years, from November 1, 2003 through October 31, 2005.

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- d) Quinebaug Valley Community College – licensure of a program in Computer Networking, leading to a Senior Network Specialist Certificate or the Associate in Science degree

RESOLVED that the Board of Governors for Higher Education approve the licensure of a program in Computer Networking, leading to a Senior Network Specialist Certificate or the Associate in Science degree, to be offered by the Quinebaug Valley Community College, for a period of two years, from November 1, 2003 through October 31, 2005.

- e) Sacred Heart University – accreditation of an RN to BSN program offered by the University at St. Francis Hospital, Hartford

RESOLVED that the Board of Governors for Higher Education accredit an R.N. to B.S.N. program, offered by Sacred Heart University at St. Francis Hospital in Hartford, for a period of time concurrent with institutional accreditation.

- f) University of Hartford – licensure of a Post-Baccalaureate Pre-Medical Certificate Program

RESOLVED that the Board of Governors for Higher Education license a Post-Baccalaureate Pre-Medical Certificate Program, to be offered by the University of Hartford, for a period of two years, until October 31, 2005.

- g) Western Connecticut State University – licensure of a program in Writing leading to the Master of Fine Arts degree

RESOLVED that the Board of Governors for Higher Education license a program in Writing leading to the Master of Fine Arts degree, to be offered by Western Connecticut State University, until October 16, 2005.

- h) Western Connecticut State University – approval of an Off-campus Site for the Master of Health Administration

RESOLVED that the Board of Governors for Higher Education accredit a program in Health Administration degree, offered by Western Connecticut State University, for a period of time concurrent with institutional accreditation.

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- i) Gibbs College – reaccreditation of the College and Change of Location

RESOLVED that the Board of Governors for Higher Education approve the new campus site and reaccredit Gibbs College until October 15, 2008.

- j) University of Connecticut, Storrs and Regional Campuses at Avery Point and Stamford – licensure of a program in American Studies leading to the Bachelor of Arts degree

RESOLVED that the Board of Governors for Higher Education license a program in American Studies leading to a Bachelor of Arts degree, to be offered by the University of Connecticut, at Storrs, Avery Point, and Stamford until October 15, 2005.

- k) University of New Haven – accreditation of a program in National Security and Public Safety leading to a Master of Science degree and a Certificate program in National Security

RESOLVED that the Board of Governors for Higher Education accredit a program in National Security and Public Safety, leading to a Master of Science degree, offered by the University of New Haven, for a period of time concurrent with institutional accreditation.

7. Finance and Administration Committee

- a) Executive Session

RESOLVED that the Board of Governors for Higher Education, subject to its responsibilities as contained in Section 10a-5 of the Connecticut General Statutes, approve three modified job descriptions and authorize the Commissioner to make two internal promotions as detailed in Exhibit A, to be effective immediately, and to make such additional hires as are required under approved and funded grants and within contract classifications and ranges.

The motion passed unanimously.

8. Report of the Standing Advisory Committee

Commissioner Lewis reported that the Standing Advisory Committee is focusing its efforts on student financial assistance and the impact of rising tuition and fees on students.

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9. Other Business

None.

10. Adjournment

H. Penner moved and D. Brennan moved seconded the motion to adjourn at 12:20 p.m. Chairman Penner announced the Board's next regular meeting will be held on Wednesday, October 15, 2003, at the Department of Higher Education.

Respectfully submitted,

Constance Fraser  
Secretary

ACADEMIC AFFAIRS AND PLANNING COMMITTEE  
Board of Governors for Higher Education  
November 19, 2003  
Agenda

1. Approval of the Minutes of the October 15, 2003 meeting
2. Action Items

University of Hartford, West Hartford – Extension of licensure of a program in Architecture leading to a Master of Architecture degree

Eastern Connecticut State University – Licensure of a program in Biochemistry leading to the Bachelor of Science degree

Northwestern Connecticut Community College – Reaccreditation of the College
3. Commissioner’s Consent Calendar

Gibbs College – Accreditation of a program in Digital Media leading to an Associate in Applied Science degree

Gibbs College – Accreditation of a program in E-Commerce leading to an Associate in Applied Science degree

LymeAcademy College of Fine Arts – Licensure of Post-Baccalaureate Certificate Program in Fine Arts
4. Progress Reports

The Graduate Institute
5. Information Items

Central Connecticut State University – Change in the Accreditation of the University by the New England Association of Schools and Colleges

Southern Connecticut State University - Change in the Accreditation of the University by the New England Association of Schools and Colleges

Monthly Update
6. Other business

Minutes of the ACA meeting October 16, 2003
7. Next Meeting – December 17, 2003
8. Adjournment

ACADEMIC AFFAIRS AND PLANNING  
Minutes of the Meeting  
October 15, 2003

Committee Members Present: W. Bevacqua, D. Brennan, A. Meyer, H. Penner, F. Ridley

Committee Member Absent: P. McCann Vissepo

1. Call to Order

H. Penner called the meeting to order at 10:28 a.m. and all members of the Board were asked to serve as members of the Academic Affairs and Planning Committee for the day. A. Meyer moved and H. Penner seconded the motion to approve the minutes of the October 15, 2003 meeting. The motion passed unanimously.

2. Commissioner's Consent Calendar

- a) **Appointments to the Advisory Committee on Accreditation**
- b) **Gateway Community College – licensure of a Telecommunications Technology program, leading to an Associate in Science degree**
- c) **Quinebaug Valley Community College – licensure of a program in Computer Networking, leading to a Senior Network Specialist Certificate or the Associate in Science degree**
- d) **Sacred Heart University – accreditation of an RN to B.S.N. program, offered by the University at St. Francis Hospital, Hartford**
- e) **University of Hartford – licensure of a Post-Baccalaureate Pre-Medical Certificate Program**
- f) **Western Connecticut State University – approval of an off-campus site for the Master of Health Administration**

W. Bevacqua moved and A. Meyer seconded that the items be forwarded to the full Board's Consent Calendar. The motion passed unanimously.

3. Action Items

- a) **Gibbs College – reaccreditation of the College and change of location**

J. Zdanys provided a summary of the staff report and introduced President Lorren West and Vice President Janice Morley of Gibbs College. J. Zdanys noted the positive aspects of the change of location at Norden Park in Norwalk, CT.

After a discussion regarding enrollments and tuition, H. Penner requested six month placement rates as extra support for the program. There being no additional concerns, A.

Meyer moved and W. Bevacqua seconded the motion that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

**b) University of Connecticut, Storrs, and Regional Campuses at Avery Point and Stamford – licensure of a program in American Studies leading to the Bachelor of Arts degree**

J. Zdanys reviewed the staff report and introduced Edna McBreen, Joseph Comprone, and Karla Fox, who represented the University of Connecticut.

A brief discussion ensued regarding program offerings in Canadian/Quebec Studies. Karla Fox noted that there is a methodology in place to address these concerns. W. Bevacqua moved and F. Ridley seconded the motion that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

**c) University of New Haven – accreditation of a program in National Security and Public Safety leading to a Master of Science degree and a Certificate program in National Security**

J. Zdanys reviewed the staff report and introduced Dean Thomas Johnson, who represented the University of New Haven.

H. Penner complimented the University for offering this type of program. There being no concerns, A. Meyer moved and W. Bevacqua seconded the motion that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

4. Progress Report

**a) The Graduate Institute**

J. Zdanys presented the first quarterly progress report submitted by The Graduate Institute as requested by the Board of Governors at the May 2003 meeting.

After discussion, the Board of Governors requested that The Graduate Institute provide a revised report to include a standard financial statement for the November 19, 2003 meeting.

5. Information Items

J. Zdanys noted that the application for the Legion of Christ College of Humanities was pulled because of the Advisory Committee on Accreditation's questions and concerns regarding the licensure of the institution and its program offering. The institution is in the process of addressing the committee's questions and concerns. The Board of Governors can expect to see the application in December 2003, at the earliest.

6. Adjournment

The meeting adjourned at 11:10 a.m.

Respectfully submitted,

Jonas Zdanys, Secretary

## **AGENDA**

### **FINANCE & ADMINISTRATION COMMITTEE**

**November 19, 2003**

1. Approval of the Finance & Administration Committee Minutes for the October 15, 2003
2. Executive Session
3. Action Items:
  - a. Endowed Chair Investment Fund Annual Expenditure Reports
  - b. Operating Fund Quarterly Reports for the Three-Month Period Ending September 30, 2003
4. Other

FINANCE & ADMINISTRATION COMMITTEE  
BOARD OF GOVERNORS FOR HIGHER EDUCATION

RECORD OF MEETING

Department of Higher Education  
Hartford, CT  
November 20, 2002

Members Present: W. Bevacqua, J. Kemler, A. Meyer, F. Ridley, A. Vertefeuille

Other BGHE

Present: D. Brennan, L. Cohen, V. Lewis

1. Call to Order:

W. Bevacqua called the meeting to order at 9:15 a.m.

2. Approval of the Finance & Administration Committee Minutes for the September 18, 2002 Meeting

On a motion made by F. Ridley, seconded by A. Meyer, the Committee unanimously voted to approve the minutes of the October 16, 2002 meeting.

3. Executive Session:

On a motion made by J. Kemler, seconded by A. Meyer, the Committee unanimously voted to enter Executive Session at 8:15 a.m.

The Committee returned to public session at 9:48 a.m.

On a motion made by F. Ridley, seconded by A. Meyer, the Committee unanimously voted to delegate to its Chair, Vice Chair and Commissioner, responsibilities associated with its participation in concession bargaining and other personnel matters being addressed by the Office of Policy and Management and the Governor.

4. Action Items:

- a. Operating Fund Quarterly Reports for the Three-Month Period Ending September 30, 2002

M. Johnson reviewed first quarter activity ending September 30, 2002. She noted that the report does not include any contingency plans should Connecticut colleges be faced with further reductions this year. She reported that revenue collection and expenditures for the first quarter essentially were in line with what was expected.

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The University of Connecticut anticipates using about \$2.2 million in 2001 surplus operating reserves to balance its budget. The UConn Health Center is doing well and still projects a balanced budget, as does Charter Oak State College (including the Connecticut Distance Learning Consortium). The Connecticut State University's spending plan assumes a \$3.6 million overall operating gain by year-end. Unfortunately, the Community-Technical College System did not submit a quarterly report until the day before the Board of Governors meeting; therefore, the Department has not had a chance to analyze that report. A separate report will be brought to the Board of Governors next month.

On a motion made by F. Ridley, seconded by A. Meyer, the Committee unanimously voted to approve the operating fund quarterly reports for the three-month period ending September 30, 2002, the for University of Connecticut, University of Connecticut Health Center, Connecticut State University and Charter Oak State College for submission to the Office of Policy and Management and the Appropriations and Education Committee.

### b. FY 2003-05 Biennial Operating Budget

M. Johnson reviewed the report entitled, *FY 2003-05 Biennial Operating Budget*. She noted that the report contained the full higher education budget request. The final document will include budget projections for each campus in the public system as well as some related statistical information such as student/faculty ratios and average faculty salaries. She reported that overall the budget is about \$1.5 billion, or 10.5 percent more than this year. Just under \$16 million, or an increase of 3 percent, has been requested to expand services or improve the quality of program offerings next year.

Last week, the Office of Policy and Management indicated that only two expansion options would be accepted for consideration. These are an allied health initiative submitted by the Community Colleges and a request to address the remaining required state match to federal funds for the Gear-Up Futures Scholarship Fund submitted by the Department of Higher Education.

Should any opportunities for consideration of expansion dollars arise, the Commissioner is recommending that teacher and nursing shortages, public health and safety issues and inequities in student/state share be addressed first. In addition, the state needs adequate levels of student financial aid to enable students to not only enter school but to stay and earn a degree. The Department is very concerned about the level of tuition and fee increases that have been approved or are under consideration by the Boards of Trustees; however, since the Board's Tuition Policy Review Committee is just beginning its work, no explicit recommendations have been made at this time.

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Board members indicated that they are not convinced that the constituent units have done everything necessary to reduce expenses. There was some discussion regarding the UConn Health Center's determined pursuit of saving opportunities as a means to enhance resources. It was agreed that it should be recommended that all constituent units emulate cost reduction strategies similar to those of the UConn Health Center and those strategies be included in the Commissioner's recommendations. It was further agreed to include all "unauthorized" expansion options in the budget presentation, whether supported by state or by student revenues, but make it clear that the Commissioner is not recommending endorsement of these options given the financial crisis in the state. Lastly, it was suggested that it be debated whether the state should fund all institutions equally or should the state fund the under-funded student a great deal more which means funding different institutions differently.

William J. Cibes, Chancellor, Connecticut State University, provided information explaining why Connecticut State University (CSU) submitted a budget that requested the appropriation of its original current services level, as opposed to the level reduced by 5 percent. He noted that the real current services level (including collective bargaining increases) should be regarded as the top priority in budget expansion proposals. He further reported that if the state is reducing its share of per student costs, there are few alternatives left open for CSU. CSU can reduce expenditures and spend down its reserves, as it is doing, but it must also consider tuition increases, in line with universities in other states this year and with past practice nationally.

Commissioner Lewis noted median income figures in Connecticut mask a tremendous difference from one region of the state to another. She also noted the dilemma of higher education everywhere at the moment which is to try to get more service to more students at a time when resources are diminishing. A solution needs to be given to the public for not just this year or next year but, for the long term.

Vicky Greene, Chief Financial Officer, Community-Technical College System (CTC System), briefly commented that the display of their operating fund current expenditures is not technically what their Board of Trustees had approved. This comes to the issue of the shortfall in the budget. The total dollars in the report need to be reduced by that shortfall. The CTC System is the process of addressing their shortfall by looking at a variety of both revenue and expenditure issues. At this point, their Board of Trustees has approved a balanced budget. She further noted that they have submitted a mixture of expansion options to give some flexibility to the state.

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The Commissioner's recommendation will be revised to incorporate the concerns expressed by Board members and be brought to the full Board of Governors meeting for approval.

5. Adjournment:

The meeting was adjourned at 11:18 a.m.

Respectfully submitted,

Mary K. Johnson  
Secretary