

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting
December 17, 2003

Manchester Community College
Learning Resource Center, Library Room
Manchester, CT

Members Present: W. Bevacqua, D. Brennan, R. Lane, A. Vertefeuille

Members Absent: A. Meyer, H. Penner, F. Ridley, P. McCann Vissepó

Members of the Public: R. Baccus, Northwestern CTC; L. Brooks, Briarwood; J. Daube, Manchester CTC; J. Fisher, Norwalk CTC; R. Gottlieb, The Hartford Courant; E. Lopez, CSU; K. Moffett, The Journal Inquirer; G. Ragosta, CCIC; A. Savage, Manchester CTC; M. Schuler, Norwalk CTC; A. Sturtz, CSU; E. Weseloh, Manchester CTC

1. Call to Order

Because of the illness of the chair and vice-Chair, former chair A. Vertefeuille called the meeting to order at 12:19 p.m.

2. Approval of Minutes

W. Bevacqua moved and R. Lane seconded the motion to approve the minutes of the November 19, 2003 meeting. The motion passed unanimously.

3. Public Participation

None reported.

4. Report of the Board Chairman

None reported

5. Report of the Commissioner

Commissioner Lewis introduced John Pothier, Senior Associate for Research, and Mary Johnson, Associate Commissioner, Fiscal Affairs, who summarized the report, "*2002-03 Degrees Conferred by Connecticut Institutions Highlights.*"

The report indicates that last years graduation numbers are up 10 percent from a decade ago. The five most popular fields are business, education, social sciences and history, health professions and the liberal arts. The public system now produces just under half of all degrees awarded in Connecticut. The publics awarded 16,100 degrees, while the privates awarded 16,399.

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The number of degrees awarded to minority students rose by 10.3 percent but remain primarily at the two-year degree level and are not reflective of Connecticut's population. It was noted that women earned 59% of all degrees. Women are the majority in every level but doctorate and first professional, although these numbers are rising.

V. Lewis noted the importance of producing more teachers and nurses to help with workforce demands in Connecticut. She stated that the general assembly directed that 10% of jobs replaced with early retirement program savings be in these and other shortage fields.

6. Commissioner's Consent Calendar

W. Bevacqua moved and R. Lane seconded the motion to approve the extended Commissioner's Consent Calendar, consisting of the following:

a) Board for State Academic Awards

RESOLVED that the Board of Governors approve the operating fund quarterly reports for the three-month period ending September 30, 2003, for the Board for State Academic Awards for submission to the Office of Policy and Management and the Appropriates and Education Committees.

b) Briarwood College – program modifications: Hotel and Restaurant management and Travel and Tourism Management

RESOLVED that the Board of Governors approve the modification of the accredited Associate of Applied Science degree programs in Hotel and Restaurant Management and in Travel and Tourism Management at Briarwood College for a period of time concurrent with institutional accreditation, with the stipulation that the College will remove the courses entitled Hospitality Law and Introduction to Entrepreneurship from the listing of general education courses and include those courses with the related courses.

c) Fairfield University – program modification of the accredited Master of Business Administration Program

RESOLVED that the Board of Governors approve the modification of the program in business leading to the Master of Business Administration degree, offered by Fairfield University, for a period of time concurrent with institutional accreditation.

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- d) New England College of Finance – approval of an Off-Campus site at People’s Bank in Bridgeport

RESOLVED that the Board of Governors license a Banking Foundations Certificate and a Mutual Funds and Investments Certificate, to be offered by New England College of Finance at an off-campus site in Bridgeport, Connecticut, for a period of time concurrent with the College’s licensure to operate in Connecticut.

- e) Norwalk Community College – licensure and accreditation of a program in Medical Office Management, leading to an Associate in Science degree

RESOLVED that the Board of Governors approve the licensure and accreditation of a program in Medial Office Management leading to the Associate in Science degree, to be offered by Norwalk Community College, for a period of time concurrent with institutional accreditation.

- f) Teikyo Post University – accreditation of a program in Environmental Theories and Applications leading to the Bachelor of Science in Environmental Science and the Bachelor of Science in Environmental Studies degrees

RESOLVED that the Board of Governors accredit programs in Environmental Science and Environmental Studies leading to the Bachelor of Science degree, to be offered by Teikyo Post University, concurrent with institutional accreditation.

- g) Asnuntuck Community College – licensure of a program in Graphic Arts leading to the Associate in Science degree or a certification

RESOLVED that the Board of Governors approve the licensure of a program in Graphic Arts leading to the Associate in Science degree or to a certificate, to be offered by Asnuntuck Community College, from January 1, 2004 through December 31, 2005, with the following stipulations:

- The College must develop articulation agreements with the area four-year institutions of higher education so that is program graduates will have the opportunity to pursue their baccalaureate degrees;
- The College must submit six-month reports, with the first one due by July 1, 2004, indicating its progress in hiring a full-time program coordinator who has appropriate expertise in graphic arts; documenting the trend of need for the graphic arts program in the College’s service area; sharing its up-to-date program evaluation; and stating its progress in developing articulation agreements with area four-year institutions of higher education. These progress reports will serve as a foundation for the future accreditation of the program.

- h) Manchester Community College – extension of licensure of a Speech Language Pathology Assistant Program leading to an Associate of Science degree

RESOLVED that the Board of Governors extend the licensure of the program in Speech Language Pathology leading to the Associate in Science degree at Manchester Community College until April 2005, with the provision that the College submit by January 2005 a report on progress in implementing the program, with particular attention to student learning outcomes, appointment of a full-time faculty member and an appropriately-qualified program coordinator, and curriculum development.

- i) University of Hartford – extension of licensure of a program in Architecture leading to a Master of Architecture degree

RESOLVED that the Board of Governors grant an extension of licensure for the program in Architecture leading to the Master of Architecture degrees, offered by the University of Hartford, until June 2006.

The motion was approved unanimously, except for an abstention on the Fairfield University item only, by D. Brennan.

7. Report of the Standing Advisory Committee

G. Ragosta reported that the Standing Advisory Committee has a Student Financial Aid Taskforce Committee which is continuing to meet. Two major items of discussion for this taskforce are need-based student aid and unfunded mandates for tuition waivers, such as those for senior citizens and veterans.

8. Other Business

None.

9. Adjournment

A. Vertefeuille moved and D. Brennan seconded the motion to adjourn at 12:40 p.m.

Respectfully submitted,

Constance Fraser
Secretary

FINANCE & ADMINISTRATION COMMITTEE
BOARD OF GOVERNORS FOR HIGHER EDUCATION

RECORD OF MEETING

Department of Higher Education
Hartford, CT
November 19, 2003

Members Present: W. Bevacqua, R. Lane, H. Penner, F. Ridley

Other BGHE

Present: A. Myer, A. Vertefeuille

1. Call to Order:

Chairman Bevacqua called the meeting to order at 9:53 a.m.

2. Approval of the Finance & Administration Committee Minutes for the October 15, 2003 Meeting

On a motion made by F. Ridley, seconded by H. Penner, the Committee unanimously voted to approve the minutes of the October 15, 2003 meeting with one correction made to the members present.

3. Executive Session

On a motion made by H. Penner, seconded by F. Ridley, the Committee unanimously voted to enter Executive Session at 9:54 a.m. with Commissioner Lewis in attendance for discussion on personnel matters.

The Committee returned to public session at 10:15 a.m.

On a motion made by W. Bevacqua, seconded by F. Ridley, the Committee unanimously voted to affirm the Board's review panel selection of Siegel, O'Connor, Schiff and Zangari, PC to provide legal counsel to the Board of Governors for Higher Education regarding collective bargaining and contract administration from January 1, 2004 to December 31, 2004.

4. Action Items:

a. Endowed Chair Investment Fund Annual Expenditure Reports

M. Johnson reported that in 1985 legislation authorized the Board of Governors to establish and administer the Endowed Chair Investment Fund. Within available funds, the state provides a one-to-one match of private donations for the establishment of the Chairs. Interest earnings are transferred to the respective institutions by the Department upon request of the institution to support the chairs. The fund currently supports four Chairs at the University of Connecticut and its Health Center and three at the Connecticut State University.

FINANCE & ADMINISTRATION COMMITTEE

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Since there is some variation in report style and length, the Department would like to develop some general guidelines for consistency reasons.

On a motion made by F. Ridley, seconded by H. Penner, the Committee unanimously approved the FY 2003 annual reports on Endowed Chairs on the basis of evidenced use of funds against statutory purpose.

b. Operating Fund Quarterly Reports for the Three-Month Period Ending September 30, 2003

M. Johnson reviewed first quarter activity for each of the constituent units that reflected reductions in state appropriations due to ERIP savings and savings associated with faculty and professional staff wage freezes. As they stand now, all of the constituent units projected a budget surplus. Charter Oak State College was unable to provide a completed report this month; however, it will be ready for Board approval next month.

Revenue collections for the first-quarter are in line with historical norms and projected enrollments. Similarly, first-quarter expenditure activity is consistent with historical patterns, except at the UConn Health Center where John Dempsey Hospital is showing an unusual first-quarter deficiency resulting from current economic conditions. Also, spending is lower than normal at the Community-Technical College System because of the delay in receiving the final budget and careful monitoring of position refills.

M. Johnson reported that with the enactment of Public Act 03-06, the constituent units are once again required to adhere to administrative expenditure caps that the Board of Governors must monitor on a quarterly basis. At the end of the first quarter, constituent unit expenditures were in compliance with their administrative caps.

On a motion made by W. Bevacqua, seconded by H. Penner, the Committee unanimously voted to approve the operating fund quarterly report for the three-month period ending September 30, 2003, for the University of Connecticut, University of Connecticut Health Center, Connecticut State University and Community-Technical College System for submission to the Office of Policy and Management and the Appropriations and Education Committees.

5. Adjournment:

The meeting was adjourned at 10:30 a.m.

Respectfully submitted,

Mary K. Johnson
Secretary

ACADEMIC AFFAIRS AND PLANNING
Minutes of the Meeting
December 17, 2003

Committee Members Present: W. Bevacqua, D. Brennan, R. Lane,
A. Vertefeuille

Committee Member Absent: P. McCann Vissepo, A. Meyer, H. Penner, F. Ridley

1. Call to Order

A. Vertefeuille called the meeting to order at 11:25 a.m. and all members of the Board were asked to serve as members of the Academic Affairs and Planning Committee for the day. W. Bevacqua moved and R. Lane seconded the motion to approve the minutes of the November 19, 2003 meeting. The motion passed unanimously.

2. Commissioner's Consent Calendar

a) Briarwood College – Program Modifications: Hotel and Restaurant Management and Travel and Tourism Management

W. Bevacqua asked that this item be removed from the Commissioner's Consent Calendar for further discussion.

After an explanation by J. Zdanys of the vote by the Advisory Committee on Accreditation, D. Brennan moved and R. Lane seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

b) Fairfield University – Program Modification of the Accredited Master of Business Administration Program

c) New England College of Finance – Approval of an Off-Campus Site at People's Bank in Bridgeport

d) Norwalk Community College – Licensure and accreditation of a program in Medical Office Management, leading to an Associate in Science degree

e) Teikyo Post University – Accreditation of a program in Environmental Theories and Applications leading to the Bachelor of Science in Environmental Science and the Bachelor of Science in Environmental Studies degrees

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

3. Action Items

a) Asnuntuck Community College – Licensure of a program in Graphic Arts leading to the Associate in Science degree or a certificate

J. Zdanys reviewed the staff report and introduced Dr. Robert Winston, Dean of Academic Affairs, and Professor Anthony Cirone, who represented the College.

After a discussion regarding the stipulations set forth by the Advisory Committee on Accreditation, W. Bevacqua moved and R. Lane seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

b) Manchester Community College – Extension of Licensure of a Speech Language Pathology Assistant Program leading to an Associate in Science degree

J. Zdanys reviewed the staff report and introduced President Jonathan Daube and Dr. Alice Savage, Dean of Academic Affairs, who represented the College.

The Board of Governors applauded Manchester Community College for its effort, offering the only program of this nature in the state. After a brief discussion regarding articulation agreements, W. Bevacqua moved and R. Lane seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

c) University of Hartford, West Hartford – Extension of licensure of a program in Architecture leading to a Masters of Architecture degree

J. Zdanys reviewed the staff report and introduced Dr. Alan Hadad, Dean of the College of Engineering, who represented the University.

After a brief discussion, D. Brennan moved and W. Bevacqua seconded the motion that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

4. Information Items

J. Zdanys presented the monthly update.

5. Adjournment

The meeting adjourned at 12:15 p.m.

Respectfully submitted,

Jonas Zdanys, Secretary