

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting
February 18, 2004

Department of Higher Education
Hartford, CT

Members Present: J. Gatling, R. Lane, A. Meyer, H. Penner, J. Reynolds,
F. Ridley, A. Vertefeuille

Members Absent: W. Bevacqua, D. Brennan, P. McCann Vissepó

Members of the Public: G. Lewicki, UConn; G. Ragosta, CCIC; A. Sturtz, BOT CSU;
P. Susen, BOT CTC

1. Call to Order

H. Penner called the meeting to order at 12:05 p.m.

2. Approval of Minutes

A. Meyer moved and A. Vertefeuille seconded the motion to approve the minutes of the January 21, 2004 meeting. The motion passed unanimously.

3. Public Participation

None reported.

4. Report of the Board Chairman

Chairman Penner welcomed James Gatling of Southington as a new member of the Board. Dr. Gatling was appointed by Governor Rowland replacing D. Leib. Chairman Penner swore in Dr. Gatling and appointed him to the Finance and Administration Committee.

5. Report of the Commissioner

Commissioner Lewis introduced John Pothier, Senior Associate for Research, who summarized the report *Fall 2003 College and University Enrollment in Connecticut – Comprehensive Report*. J. Pothier began by noting that enrollment at Connecticut's 4 colleges and universities reached an all-time record of 170,624 in the fall of 2003. This is the sixth consecutive year of growth since 1997. Public institutions enrolled 63 percent of all students, with the independent institutions enrolling 37 percent.

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It was noted that among the four minority communities, Hispanics are the only group whose representation among college students still is significantly less than their representation in the general population. This is a concern to many board members.

Female students enrolled in Connecticut colleges in fall 2003 constitute 58 percent of the total enrollment. This is also an all time record. Questions were raised about the reason for a continuing expansion of female students and a decline in males.

Commissioner Lewis spoke briefly on the system refills to early retirement (ERIP) vacancies, stating that the law grants public institutions authority to retain 50 percent of saving attributable to ERIP, under the condition that at least 10 percent of faculty vacancies, when they are filled, be devoted to critical workforce areas. The critical workforce areas are: nursing, teaching in shortage fields, engineering/science/technology, health, business, production and repair, and certain other occupations.

In their first report, the community colleges had 80 faculty retirements through ERIP, with a plan to replace 88 positions. 53 of these positions are in identified shortage areas. Connecticut State University (all four institutions) had 95 faculty retirements through the program. The CSU system identified plans to replace 74 positions, 33 as being identified in shortage areas. Finally, the University of Connecticut had 82 faculty retirements, and plans to replace 64 positions. Of these replacements, 40 are in identified shortage areas. Further reports may update these numbers and will document enrollments in shortage areas.

6. Commissioner's Consent Calendar

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

- a) Sacred Heart University – licensure and accreditation of a program in Reading Literacy leading to a Certificate of Advanced Study in Literacy

RESOLVED that the Board of Governors license and accredit a program in Reading Literacy leading to a certificate of Advanced Study in Literacy, to be offered by Sacred Heart University, concurrent with institutional accreditation.

- b) Sacred Heart University – reapproval to offer at an off-campus site in Stamford previously approved programs in Elementary and Secondary Education leading to a Master of Arts in Teaching degree and to a Sixth-Year Certificate of Advanced Study in Teaching; and the Intermediate Administrator Certificate, and a Sixth-Year Certificate for Advanced Study in Administration

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RESOLVED that the Board of Governors grant approval to Sacred Heart University to offer at an off-campus site in Stamford previously approved programs in Elementary and in Secondary Education leading to a Master of Arts in Teaching (M.A.T.) degree and to a Sixth Year Certificate of Advanced Study in Teaching; and the Intermediate Administrator Certificate, and a Sixth Year Certificate for Advanced Study in Administration, until March 2006.

- c) University of Bridgeport – licensure of a program in Instructional Technology leading to the Master of Science degree

RESOLVED that the Board of Governors license a program in Instructional Technology leading to the Master of Science degree, to be offered by the University of Bridgeport, until February 2006.

- d) University of Bridgeport, Graduate Center, Waterbury – licensure and accreditation of an advanced studies program in Education leading to a Sixth-Year professional diploma in Education Leadership, a Sixth-Year professional certificate in remedial reading and remedial language arts and in reading and language arts, or a Sixth-Year degree in Education with a concentration in Elementary and Secondary Education

RESOLVED that the Board of Governors approve the licensure and accreditation of an advanced studies program in Education leading to a Sixth Year professional diploma in Education Leadership, a Sixth Year professional certificate in remedial reading and remedial language arts and in reading and language arts, or a Sixth Year degree in Education with the concentration in Elementary and Secondary Education, to be offered by the University of Bridgeport Graduate Center in Waterbury for a period of time concurrent with institutional accreditation.

- e) Goodwin College – licensure of a program in Human Services leading to the Associate of Science degree, a certificate in Youth Development, or a certificate in Non-Profit Management

RESOLVED that the Board of Governors approve the licensure of a program in Human Services leading to the Associate in Science (A.S.) degree, a certificate in Youth Development, or a certificate in Non-Profit Management, to be offered by Goodwin College from March 1, 2004 through February 28, 2006, with the following stipulations:

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- The College must develop articulation agreements with area four-year institutions of higher education so that its program graduates will have the opportunity to pursue their baccalaureate degrees;
- The College must submit six-month reports, with the first one due by September 1, 2004, including detailed and well-developed syllabi, updates on library holdings and minutes of program advisory board meetings. These progress reports will serve as a foundation for the future accreditation of the program.

- f) New England College of Finance – relicensure of a Banking Studies program in Hartford, leading to the Associate of Science degree

RESOLVED that the Board of Governors license New England College of Finance, and the approved programs it offers in Connecticut, to operate in Connecticut for a period of three years, until April 30, 2007.

- g) Northwestern Connecticut Community College – licensure of a program in Behavioral Studies leading to the Associate of Science degree

RESOLVED that the Board of Governors license a program in Behavioral Studies leading to the Associate of Science (A.S.) degree, to be offered by Northwestern Connecticut Community College, for a period of three years, until February 28, 2007.

- h) Sacred Heart University – reaccreditation of the University

RESOLVED that the Board of Governors extend the accreditation of Sacred Heart University through December 2008, with the expectation that the Department of Higher Education will receive a copy of the University's fifth-year report and will use that as the foundation of its normal five-year accreditation review of the University in 2008. It is further recommended that the Board of Governors limit the University's accreditation at the doctoral degree level to the Doctor of Physical Therapy degree.

- i) Trinity College – reaccreditation of the College

RESOLVED that the Board of Governors accept the NEASC assessment and grant accreditation to Trinity College until February 28, 2007.

The motion passed unanimously.

8. Finance and Administration Committee

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

a) Personnel Matters

RESOLVED that the Board of Governors for Higher Education, subject to its responsibilities as contained in Section 10a-5 of the Connecticut General Statutes to select and employ a commissioner of higher education, to fix terms and conditions of employment, and to fix compensation for the position, approve the offer of a continuing contract to Commissioner Valerie F. Lewis, and authorize the board chair to conclude its terms and conditions with the proviso that no salary increase shall obtain until October 1, 2004 at which time the commissioner shall receive a three percent increase.

b) Contract Signing Authority

RESOLVED that the Board of Governors approve the individual in the Department of Higher Education position of Director, Student Financial Aid, acting as an agent for the Board of Governors for Higher Education, for authorization to sign financial aid payment vouchers.

c) 2004 Annual Report of the Strategic Plan to Ensure Racial and Ethnic Diversity in Connecticut Public Higher Education

RESOLVED that the 2004 Annual Report on the Board's Strategic Plan to Ensure Racial and Ethnic Diversity in Connecticut Public Higher Education be approved and submitted to the Governor, the Connecticut General Assembly and interested parties.

d) 2004 Accountability Report for Higher Education

RESOLVED that the Board of Governors endorse Connecticut's 2004 accountability report for higher education as attached and transmit it to both the Joint Standing Committee on Education and to the new standing committee on Higher Education and Employment Advancement.

- e) Operating Fund Quarterly Reports for the Six-Month Period Ending December 31, 2004

RESOLVED that the Board of Governors approve the operating fund quarterly reports for the three-month period ending December 31, 2003, for the University of Connecticut, University of Connecticut Health Center, Connecticut State University, Community-Technical College System and Board for State Academic Awards for submission to the Office of Policy and Management and the Appropriations and Education Committees.

The motion passed unanimously.

9. Report of the Standing Advisory Committee

G. Ragosta stated that after today's presentation, she would report back to the Standing Advisory Committee on enrollments and the decline, in particular, of Hispanic enrollment.

10. Other Business

None.

10. Adjournment

F. Ridley moved and A. Meyer seconded the motion to adjourn at 1:48 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
February 18, 2004

Members Present: D. Brennan, J. Gatling, R. Lane, H. Penner, F. Ridley

Other BGHE

Present: A. Myer, J. Reynolds, A. Vertefeuille

1. Call to Order

In Chairman Bevacqua absence, F. Ridley called the meeting to order at 9:35 a.m.

2. Approval of the Finance & Administration Committee Minutes for the January 21, 2004 Meeting

On a motion made by R. Lane, seconded by H. Penner, the Committee unanimously voted to approve the minutes of the January 21, 2004 meeting.

3. Executive Session

On a motion made by D. Brennan, seconded by R. Lane, the Committee unanimously voted to enter into Executive Session at 9:35 a.m. with Commissioner Lewis in attendance for discussion of personnel matters and contract signing authority.

The Committee returned to public session at 10:04 a.m.

On a motion made by H. Penner, seconded by D. Brennan, the Committee, subject to its responsibilities as contained in Section 10a-5 of the Connecticut General Statutes to select and employ a commissioner of higher education, to fix terms and conditions of employment and to fix compensation for the position, unanimously voted to approve the offer of a continuing contract to Commissioner Valerie F. Lewis and authorize the board chair to conclude its terms and conditions with the proviso that no salary increase shall obtain until October 1, 2004 at which time the commissioner shall receive a three percent increase.

On a motion made by D. Brennan, seconded by R. Lane, the Committee unanimously voted to approve the individual in the Department of Higher Education position of Director, Student Financial Aid, acting as an agent for the Board of Governors for Higher Education, for authorization to sign financial aid payment vouchers.

4. Action Items

- a. 2004 Annual Report of the Strategic Plan to Ensure Racial and Ethnic Diversity in Connecticut Public Higher Education

A. Poole highlighted the Strategic Plan to Ensure Racial and Ethnic Diversity in Connecticut Public Higher Education. He reviewed the strategic plan goal attainment, programmatic initiatives and institutional student diversity goals. For the sixth consecutive year, the proportion of minority students collectively enrolled in the public institutions exceeded their aggregated proportion in the general population. Progress still needed is as follows:

- Hispanic/Latino is the only minority group whose overall enrollment level has not reached its proportion of the state's population.
- Hispanic/Latino and African American students are overrepresented in their enrollment at community colleges and underrepresented at universities.
- Disproportionate numbers of Hispanic/Latino and African American students who enroll in college fail to attain an undergraduate degree.
- The employment of Hispanic/Latinos within each of the professional occupational categories has not reached levels of at least one-half of their population percentages.

On a motion made by R. Lane, seconded by H. Penner, the Committee unanimously approved the 2004 Annual Report on the Board's Strategic Plan to Ensure Racial and Ethnic Diversity in Connecticut Public Higher Education for submission to the Governor, the Connecticut General Assembly and interested parties.

b. 2004 Accountability Report for Higher Education

M. Johnson reported that the 2004 accountability report for higher education represents the fourth annual report to the legislature on progress toward meeting the following six statewide goals:

- Enhancing student learning and promoting academic excellence.
- Joining with elementary and secondary schools to improve teaching and learning.
- Ensuring access to and affordability of higher education.
- Promoting economic development to help Connecticut business and industry sustain strong economic growth.
- Responding to the needs and problems of society.
- Ensuring efficient use of resources.

M. Johnson noted that each section was developed by each respective constituent unit, and not the Department. While the Department worked in collaboration with each unit to enhance consistency, clarity and fullness, the reports exhibit variation in style, emphasis and presentation. For comparison purposes, each unit has a designated set of peers approved by the Board of Governors. M. Johnson highlighted several key results in this year's report. The Performance Measures Task Force would welcome any feedback.

Board members expressed that they would like to see more targets set, especially in the area of student/state share. They also inquired about what is realistic in terms of graduation rate targets and what the constituent units are doing to reach an acceptable level.

On a motion made by D. Brennan, seconded by H. Penner, the Committee unanimously endorsed Connecticut's 2004 accountability report for higher education for transmittal to

both the Joint Standing Committee on Education and to the new standing committee on Higher Education and Employment Advancement.

c. Operating Fund Quarterly Reports for the Six-Month Period Ending December 31, 2003

M. Johnson reviewed operating fund activity for the six-month period ending December 31, 2003. She reported that the University of Connecticut recorded 52 percent of budgeted revenue and expended 46 percent of budgeted expenditures. The Health Center recorded 49 percent of expected revenue and expended 49 percent of budgeted expenditures. The Connecticut State University, because of differences in billing and posting dates, indicated 67 percent of budgeted revenue and expended 48 percent of budgeted expenditures. The Community Colleges recorded 56 percent of projected revenue and has expended 49 percent of budgeted expenditures. Lastly, the Board for State Academic Award posted 54 percent of budgeted revenue and spent 46 percent of its budget.

At the close of the six-month period, the University of Connecticut and the Connecticut State University appear to be in compliance with the statutory administrative caps. The Community Colleges did not submit an administrative cap report because of reconciliation issues with Core-CT's payroll and general ledger systems. The report will be provided to Committee members once it is completed.

Board members commented that \$16 million surplus projected by Connecticut State University System is alarming since it comes after two years of double-digit tuition increases. In addition, given the shortage of teachers, they expressed grave concern regarding the Connecticut State University charge of an additional \$200 to education majors for student teaching.

On a motion made by J. Gatling, seconded by R. Lane, the Committee unanimously voted to approve the operating fund quarterly reports for the six-month period ending December 31, 2003, for the University of Connecticut, University of Connecticut Health Center, Connecticut State University, Community-Technical Colleges and Board of State Academic Awards for the submission to the Office of Policy and Management and the Appropriations and Education Committees.

5. Information Items

a. Highlights - FY 2003-05 Mid-Biennial Operating Budget for Higher Education

M. Johnson presented the highlights of the FY 2003-05 mid-biennial budget adjustments for higher education. She reported that the Governor's recommended General Fund budget provides \$567.0 million for FY 2005, a reduction of \$18.7 million from the original appropriation. It continues reduced student financial aid funding of \$1.5 million. The budget also includes a reduction of \$23.1 million for the second year of the Early Retirement Incentive Plan and additional block grant support of \$4.0 million divided among the UConn Health Center, Connecticut State University and the Community-Technical Colleges.

The Governor's recommended FY 2005 budget for the Department of Higher Education funds the Germany Initiative (\$70,000) with an internal transfer from the Minority Advancement Program (MAP), but also takes an additional \$75,000 reduction from

MAP. No funding, however, is provided for collective bargaining increases. Funding of \$300,000 for the New England Board of Higher Education would be provided through a one-time transfer of funds from another agency.

The 2003 legislative session ended without an approved bond act for FY 2004. To prevent further project delays, the Governor recommends action on this act at the end of February or early March 2004. The Governor's recommended general obligation capital budget provides \$420.8 million for the biennium and \$10.0 million for the University of Connecticut to repair the Law School Library in FY 2005, which is considered outside the scope of UConn 2000.

b. 2004 System Trends

M. Johnson presented the 2004 system trends report. She reviewed the budget summary, national funding indicators, expenditure, tuition and fees, student state share and student financial aid trends. She noted that higher education has done extremely well on the capital side of the budget. However, sufficient funding to maintain new facilities is of concern. She spoke about the Asset Protection Program which was designed as a way to keep track of deferred maintenance. The Department has requested funding for this program; however, it was not included in the Governor's proposed budget.

6. Adjournment:

The meeting was adjourned at 11:09 a.m.

Respectfully submitted,

Mary K. Johnson
Secretary

ACADEMIC AFFAIRS AND PLANNING
Minutes of the Meeting
February 18, 2004

Committee Members Present: R. Lane, A. Meyer, H. Penner,
J. Reynolds, F. Ridley, A. Vertefeuille

Committee Member Absent: P. McCann Vissepo

1. Call to Order

A. Vertefeuille called the meeting to order at 11:10 a.m. A. Meyer moved and H. Penner seconded the motion to approve the minutes of the January 21, 2004 meeting. The motion passed unanimously.

2. Commissioner's Consent Calendar

- a) **Sacred Heart University – Licensure and accreditation of a program in Reading Literacy leading to a Certificate of Advanced Study in Literacy**
- b) **Sacred Heart University – Reapproval to offer at an off-campus site in Stamford, previously approved programs in Elementary and in Secondary Education leading to a Master of Arts in Teaching degree and to a Sixth Year Certificate of Advanced Study in Teaching; and the Intermediate Administrator Certificate, and a Sixth Year Certificate for Advanced Study in Administration**
- c) **University of Bridgeport– Licensure of a program in Instructional Technology leading to the Master of Science degree**
- d) **University of Bridgeport, Graduate Center, Waterbury – Licensure and accreditation of an advanced studies program in Education leading to a Sixth Year professional diploma in Education Leadership, a Sixth Year professional certificate in remedial reading and remedial language arts and in reading and in language arts, or a Sixth Year degree in Education with a concentration in Elementary and Secondary Education**

F. Ridley 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) Trinity College – Reaccreditation of the College

At the request of President Painter, whose schedule was especially full that day, the Committee suspended the rules and changed the order of the Committee's agenda, to review and act upon the College's reaccreditation request. J. Zdanys reviewed the staff report and introduced Dr. Borden Painter, Interim President, who represented the College.

After a brief discussion, H. Penner moved and A. Meyer seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

b) Goodwin College – Licensure of a program in Human Services leading to the Associate of Science degree, a certificate in Youth Development, or a certificate in Non-Profit Management

J. Zdanys reviewed the staff report and introduced President Mark Scheinberg and Janet Jefford, Director of Curriculum Development, who represented the College.

After discussion, H. Penner moved and R. Lane seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

c) New England College of Finance – Relicensure of a Banking Studies program in Hartford, leading to the Associate of Science degree

J. Zdanys reviewed the staff report and introduced Vice-President Karen McConnell, who represented the College.

After discussion, A. Meyer moved and F. Ridley seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

d) Northwestern Connecticut Community College – Licensure of a program in Behavioral Studies leading to the Associate of Science degree

J. Zdanys reviewed the staff report and introduced Dean Jean Whibey and Professor Patty Owen, who represented the College.

After a discussion regarding the development of a partnership with the University of Connecticut Tri-Campus's Torrington site and the UConn Health Center as well as the need for a program of this nature, specifically in the Northwest corner of the state, A. Meyer moved and H. Penner seconded the motion that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

e) Sacred Heart University – Reaccreditation of the University

J. Zdanys reviewed the staff report and introduced Dr. Thomas Forget, Vice President for Academic Affairs, who represented the University.

After a brief discussion, A. Meyer moved and H. Penner seconded that the item be forwarded to the Commissioner's Consent Calendar. The motion passed unanimously.

4. Information Items

a) Preliminary Recommendations of the General Education Review Taskforce

J. Zdanys presented the recommendations. H. Penner suggested that the Taskforce involve a broader constituency, and that it consider holding regional meetings to which college and university students, faculty, and administrators as well as business and industry leaders would be invited. He also suggested that members of the Board of Governors attend the regional meetings and, perhaps, chair those meetings.

b) Monthly Update

J. Zdanys presented the Monthly Update, noting that Legion of Christ College of Humanities will be reviewed by the Advisory Committee on Accreditation on February 19, 2004.

5. Adjournment

The meeting adjourned at 11:51 a.m.

Respectfully submitted,

Jonas Zdanys, Secretary