

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting
April 21, 2004

Department of Higher Education
Hartford, CT

Members Present: W. Bevacqua, D. Brennan, J. Gatling, H. Penner, R. Lane,
J. Reynolds, F. Ridley, A. Vertefeuille

Members Absent: P. McCann Vissepó, A. Meyer

Members of the Public: B. Clyde, Quinnipiac University; M. Hanley, OWC; M. Horowitz, OWC;
R. Keating, OWC; J. Marchessault, Capital CC; K. McCourt, Quinnipiac
University; K. Moffett, The Journal Inquirer; A. Sturtz, BOT CSU;
P. Susen, BOT CTC

1. Call to Order

H. Penner called the meeting to order at 12:10 p.m.

2. Approval of Minutes

A. Vertefeuille moved and R. Lane seconded the motion to approve the minutes of the March 31, 2004 meeting. The motion passed unanimously.

3. Public Participation

None.

4. Report of the Board Chairman

Chairman Penner thanked D. Brennan for bringing together an informative Workforce Development Committee meeting.

5. Report of the Commissioner

Commissioner Lewis noted she served as moderator of the 2004 Connecticut Geographic Bee held on April 2, 2004 at Central Connecticut State University.

V. Lewis will be the keynote speaker at the Connecticut Invention Convention to be held May 1, 2004 at Gampel Pavilion at the University of Connecticut. The convention is expected to bring together 3,500 K-8 students who will display their latest inventions.

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting

April 21, 2004

Page 2

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) Middlesex Community College – accreditation of a program in Early Childhood Education leading to an Associate in Science degree and also a Certificate

RESOLVED: that the Board of Governors accredit a program in Early Childhood Education leading to the Associate in Science degree, to be offered by Middlesex Community College, concurrent with institutional accreditation.

- b) Sacred Heart University – accreditation of a program in Geriatric Rehabilitation and Wellness leading to a Master of Science degree

RESOLVED that the Board of Governors accredit a program in Geriatric Rehabilitation and Wellness leading to a Master of Science (M.S.) degree, to be offered by Sacred Heart University, for a period of time concurrent with institutional accreditation.

- c) Saint Joseph College – licensure and accreditation of a program in school counseling leading to the Master of Arts degree

RESOLVED that the Board of Governors approves a program in school counseling leading to the Master of Arts (M.A.) degree, to be offered by the Saint Joseph College, concurrent with institutional accreditation.

- d) University of Connecticut – accreditation of Post-Baccalaureate Certificate in Nursing

RESOLVED that the Board of Governors accredit a program in nursing, leading to a Post-Baccalaureate Certificate, to be offered by the University of Connecticut, for a period of time concurrent with institutional accreditation.

- e) University of Connecticut – accreditation of a program in Social Work leading to the Doctor of Philosophy degree

RESOLVED that the Board of Governors accredit a program in Social Work leading the Doctor of Philosophy (Ph. D.) degree, to be offered by the University of Connecticut, concurrent with institutional accreditation.

- f) Gateway Community College – extension of licensure of a program in Nursing leading to the Associate of Science degree

RESOLVED that the Board of Governors extend the licensure of the program in Nursing leading to the Associate in Science degree, offered by Gateway Community College, until December 31, 2004.

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting

April 21, 2004

Page 3

g) The Graduate Institute – re-accreditation of the Institution

RESOLVED that the Board of Governors re-accredit The Graduate Institute for a period of five years, from June 1, 2004 through May 31, 2009, with the following stipulations:

- The Institute submit to the Board of Governors an annual report, due each year on January 31, detailing its progress in establishing a protocol of faculty governance, enhancing faculty involvement in outcome assessment, establishing and implementing a library development plan, progress in facility development, and Board expansion and development activities.
- The Institute submit to the Board of Governors an annual audited financial report, due each year on January 31, detailing its income, expenditures, balance sheets, and cash flow statements.
- The Institute must submit to the Board of Governors an annually revised five-year budget, due each year on January 31.
- The Institute annually submit to the Board of Governors annually updated publications and website information.

h) Legion of Christ College of Humanities – licensure of a College of Humanities offering an Associate in Arts degree program in Classical Humanities

RESOLVED that the Board of Governors license the Legion of Christ College of Humanities and its Associate in Arts (A.A.) degree program in Classical Humanities for a period of three years until April 2007.

The motion passed unanimously.

7. Academic Affairs and Planning Committee

a) Quinnipiac University – licensure of a program in Organizational Leadership leading to the Bachelor of Science degree

RESOLVED that the Board of Governors license a program in Organizational Leadership, leading to the Bachelor of Science (B.S.) degree, to be offered by Quinnipiac University, for a period of two years until April 30, 2006. It is additionally recommended that the University provide an interim report on the program to the Department of Higher Education for review on or before April 1, 2005. The interim report should include the following elements: a report on enrollments and an admissions profile; an update on program finances; a report on the success of program delivery, including advising support for students, the success of the accelerated courses as measured by student learning outcomes and competency assessments; and a report on faculty hiring and program participation, including advising responsibilities.

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting

March 31, 2004

Page 4

It is also recommended that the University provide a second report, updating these items, as part of its application for program accreditation. It is further recommended that the University strengthen its program finances and develop metrics to drive results.

The motion passed, with F. Ridley and W. Bevacqua voting against the motion.

9. Report of the Standing Advisory Committee

For G. Ragosta, V. Lewis noted that the Standing Advisory Committee will meet jointly with the Board of Governors for Higher Education at its May meeting. The topic of discussion will be retention and the student experience.

10. Other Business

None.

10. Adjournment

A. Vertefeuille moved and F. Ridley seconded the motion to adjourn at 12:17 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
March 31, 2004

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

Other BGHE

Present: V. Lewis, A. Meyer, A. Vertefeuille

1. Call to Order

In Chairman Bevacqua absence, F. Ridley called the meeting to order at 9:45 a.m. F. Ridley requested that all Boards members serve as members of Finance and Administration Committee for this particular meeting.

2. Approval of the Finance & Administration Committee Minutes for the February 18, 2004 Meeting

A motion was made by J. Gatling, seconded by H. Penner, to approve the minutes of the February 18, 2004 meeting. The motion was passed with one abstention.

3. Executive Session

On a motion made by D. Brennan, seconded by J. Gatling, the Committee unanimously voted to enter into Executive Session at 9:46 a.m. with Commissioner Lewis in attendance for discussion on personnel matters.

The Committee returned to public session at 10:00 a.m.

On a motion made by A. Meyer, seconded by J. Gatling, the Committee unanimously voted to approve the reorganization of the Alternate Route to Certification, with concomitant position description changes as detailed in Exhibit A and with the vacant position of consultant to be filled immediately by promotion as detailed in Exhibit B. The balance of the reorganization is to be implemented through a search for a professional assistant and by promotion of the senior associate to the position of associate director in the first pay period of FY 05 as detailed in Exhibit C.

4. Public Comment Session – Proposed Revisions to the Connecticut Public Higher Education Tuition and Student Fee Policy

F. Ridley asked for public comment regarding the proposed revisions to the Connecticut Public Higher Education Tuition and Student Fee Policy. Chancellor Cibes requested to comment upon the tuition and fee schedules for Connecticut public colleges and universities for the 2004-05 academic year. Committee members did not object.

Chancellor Cibes noted that CSU did not have a budgetary surplus reported for FY 2003. He called attention to the shortfalls that occurred in CSU's recent past. CSU's financial statements were unclear in terms of presentation and appeared to report a surplus.

5. Action Items

a. Connecticut Public Higher Education Tuition and Student Fee Policy

Commissioner Lewis thanked the Tuition Policy Review Committee (TPRC) and the chief executive officers for their invaluable counsel and gave special thanks to Mike Meotti, President, Connecticut Policy & Economic Council, Inc., who gave his time and expertise to leading this effort.

Commissioner Lewis reported that after much exploration of other options, the TPRC has concluded to endorse Connecticut's long-standing tuition policy and reaffirm the Department's approach. The policy currently caps annual tuition increases to no more than 15 percent a year and simultaneously sets-aside 15 percent of tuition funds for student financial aid.

The revised policy directs the Board of Governors to develop criteria upon which exceptions to the cap would be considered and to work with colleges to ensure consistent definitions of tuition and fees for purposes of the policy. It also permits some differentiation of tuition and fees at the graduate level and underscores the Board of Governors' commitment toward achieving an equitable and consistent share of costs borne by the state and students. The Department did circulate a draft of the revised policy to the higher education community for review and comment. Three comments were received and incorporated into the final draft.

It was suggested that a phrase concerning the constituent units being cognizant of how fees impact financial aid be added when technical changes are made. In addition, the units were advised to look at their overhead costs associated with administration before raising tuition at double-digit levels.

In keeping with the Department of Higher Education's commitment to ensure affordable access for Connecticut residents, while permitting some level of flexibility to the constituent units to provide quality higher education opportunities in times of limited state resources, a motion was made by A. Meyer, seconded by J. Gatling, to endorse the revisions to its Tuition Policy Review Committee and direct the Commissioner to work with the constituent units and bring back recommendations for technical changes to the policy in September, 2004. The motion was unanimously passed.

b. Tuition and Fee Schedules for Connecticut Public Colleges and Universities for the 2004-05 Academic Year

M. Johnson presented tuition and fee increases as currently approved by each constituent unit Board of Trustees for the 2004-05 academic year. She summarized the impact of these adjustments on full-time undergraduates at the various units.

On the low end of the spectrum, the Community Colleges have proposed a modest increase of 4.2 percent. The University of Connecticut (UConn) is planning a 7.7 percent increase for undergraduate commuters and a 6.8 percent increase for students residing on campus. Charter Oak State College will see fees increase between 6.4 and 8.6 percent. CSU is proposing more significant increases which average 12.5 percent for commuting students and 8.6 percent for students living on campus.

M. Johnson noted that staff has met with CSU representatives regarding the Department's characterization of actual and projected surpluses in FY 2003. The improvement to the fund balance that was reported was not a result of an operating surplus last year, but a reclassification from the plant fund. For this reason, there was a suggested change to the Commissioner's original recommendation.

In light of the state's goal of ensuring affordable access, encouraging college attendance and supporting workforce development in Connecticut especially in a time of economic instability and its newly revised tuition and fee policy as developed by all higher education partners, a motion was made by A. Meyer, seconded by D. Brennan, to endorse the following recommendations concerning the 2004-05 tuition and fee adjustments:

- Tuition (including educational extension fees) and fee increases for 2004-05 should be held as low as possible and must be held within the Tuition Policy maximum of 15 percent.
- In the interest of improving access, the Connecticut State University should reconsider 2004-05 tuition rates that currently fall just below the Tuition Policy maximum.
- In recognition of its relative lower cost as compared nationally and the relatively strong availability of financial aid, the Community-Technical College System is encouraged to pursue more consistent tuition rates to secure needed revenue.
- The Board should direct staff to review all undergraduate fees with regard to whether any represent differential tuition, since such is not permitted within the Tuition Policy.

The motion was passed with one opposed.

c. Tuition Schedule for the Department of Higher Education Alternate Route to Certification Program

Commissioner Lewis reported that the Alternate Route to Certification (ARC) is requesting a 3.1 percent increase in the tuition rate charged to students. The increase is needed to cover the cost of the "coaching" component of the ARC program and related educational activities. The "coaching" component provides on-site non-evaluative support to ARC graduates in their schools during their first 90-120 days of teaching.

On a motion made by H. Penner, seconded by A. Vertefeuille, the Committee unanimously voted to approved a 3.1 percent tuition increase for the Alternate Route to Certification program to \$3,200 effective with the ARC II fall 2004 cohort.

6. Information Item

- a. Highlights - FY 2003-05 Mid-Biennial Operating Budget for Higher Education – Appropriations Committee Recommendations

M. Johnson reported that the Appropriations Committee's recommended FY 2005 mid-biennial adjusted operating budget for higher education provides \$578.6 million, a reduction of \$7.2 million from the original appropriation and an increase of \$11.6 million from the Governor's proposed budget.

The budget increases student financial aid funding by \$481,192 for the Connecticut Aid to Public College Students program and \$452,025 for the Connecticut Independent College Student Grant program. It includes the Governor's reduction of \$23.1 million for the second year of the Early Retirement Incentive Plan. It also includes the Governor's recommended additional block grant support of \$3.0 million divided between CSU and the CTC's, but eliminates \$1.0 million in recommended support for the UConn Health Center.

The Appropriations Committee recommended budget for the Department of Higher Education adds \$50,000 to ARC and \$250,000 to Education and Health Initiatives to fund workforce initiatives for urban teaching and additional nursing programs.

M. Johnson reviewed the recommended mid-biennial operating budget adjustments for each of the constituent units and summarized impacts on student financial aid.

7. Adjournment

The meeting was adjourned at 10:41 a.m.

Respectfully submitted,

Mary K. Johnson
Secretary

ACADEMIC AFFAIRS AND PLANNING
Minutes of the Meeting
April 21, 2004

Committee

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

Committee

Members Absent: P. McCann Vissepo, A. Meyer

Other BGHE

Members Present: W. Bevacqua, D. Brennan, J. Gatling, V. Lewis

1. Call to Order

Chairman Vertefeuille called the meeting to order at 9:34 a.m.

2. Approval of the Academic Affairs Committee Minutes for the March 31, 2004 Meeting

On a motion was made by F. Ridley, seconded by H. Penner, the Committee unanimously voted approve the minutes of the March 31, 2004 meeting.

3. Commissioner's Consent Calendar

On a motion made by F. Ridley, seconded by H. Penner, the Committee unanimously voted to that the following items be forwarded to the full Board's Consent Calendar.

- a. **Middlesex Community College – Accreditation of a program in Early Childhood Education leading to an Associate in Science (M.S.) degree and also a Certificate**
- b. **Sacred Heart University – Accreditation of a program in Geriatric Rehabilitation and Wellness leading to a Master of Science (M.S.) degree**
- c. **Saint Joseph College – Licensure and accreditation of a program in school counseling leading to the Master of Arts (M.A.) degree**
- d. **University of Connecticut – Accreditation of a Post-Baccalaureate Certificate in Nursing**
- e. **University of Connecticut – Accreditation of a program in Social Work leading to the Doctor of Philosophy (Ph.D.) degree**

4. Action Items

a. Gateway Community-College – Extension of Licensure of a program in Nursing leading to the Associate of Science (A.S.)degree

J. Zdanys introduced President Dorsey Kendrick, Vicki Bozzutto, Director of Allied Health, and Sheila Solernou, Director of the Nursing Program, who represented the College. J. Zdanys reviewed the background information, description, assessment of need and resource support of the program.

On a motion made by H. Penner, seconded by J. Reynolds, the Committee unanimously voted to extend the licensure of the program in Nursing leading to the Associate in Science degree, offered by Gateway Community College, until December 31, 2004, and that item be forwarded to the Commissioner's Consent Calendar.

b. The Graduate Institute – Re-accreditation of the Institution

J. Zdanys introduced Dr. Alan Segal and President Walter Pawelkiewicz, who represented the Institute. J. Zdanys reviewed background information, description, resource support, evaluation finding and strengths and areas in need of improvement of the Institute.

Committee members raised concerns about the soundness of the presented financial information. They noted that the evaluation findings were impressive.

Dr. Segal stated that the Institute shared the Board's concerns but that it has plans to get financial support and is financially innovative.

On a motion made by D. Brennan, seconded by F. Ridley, the Committee unanimously voted to amend the Commissioner's recommendation, as incorporated below.

On a motion made by R. Lane, seconded by H. Penner, the Committee voted to forward the item to the Commissioner's Consent Calendar and re-accredit the Graduate Institute for a period of five years, from June 1, 2004 through May 31, 2009, with the following stipulations:

- The Institute must submit to the Board of Governors an annual report, due each year on January 31, detailing its progress in establishing a protocol of faculty governance, enhancing faculty involvement in outcome assessment, establishing and implementing a library development plan, progress in facility development, and Board expansion and development activities.
- The Institute must submit to the Board of Governors an annual audited financial report, due each year on January 31, detailing its income, expenditures, balance sheets, and cash flow statements.
- The Institute must submit to the Board of Governors an annual revised five-year budget, due each year on January 31.
- The Institute must submit to the Board of Governors annually updated publications and website information.

c. Legion of Christ College of Humanities – Licensure of a College of Humanities offering an Associate in Arts (A.A.) degree program in Classical Humanities

J. Zdanys introduced Father Antonio Rodriguez, Father Christopher Brocket, and Father Juan Sabadal, who represented the College. J. Zdanys reviewed background information, description, resource support and evaluation team findings for the College

On a motion made by H. Penner, seconded by F. Ridley, the Committee unanimously voted to license the Legion of Christ College of Humanities and its Associate in Arts (A.A.) degree program in Classical Humanities for a period of three years, until April 2007.

d. Quinnipiac University – Licensure of a program in Organizational Leadership leading to the Bachelor of Science (B.S.) degree

J. Zdanys introduced Dr. Kathleen McCourt, Provost, and Dean William Clyde, who represented the University. J. Zdanys reviewed background information, description, comments from other institutions and resource support of the program.

J. Zdanys reported that the Advisory Committee on Accreditation (ACA) had concerns about the program. The motion to recommend approval of the program with the stipulation that the University submit an interim report before the accreditation of the program did not pass. In response, the Department worked with the Provost and the Dean to address the concerns raised by the Advisory Committee. The University's responses, both to the ACA and the Department, were included with the staff report. The ACA has not reviewed the responses.

Board members raised concerns over the intensity of the program, the unusual nature of the program and how it would qualify for tuition reimbursement, diversity of student body and the need for faculty counseling. There was also a discussion concerning the ACA not having the opportunity to review the University's responses.

Dr. McCourt assured Board members that the program is a traditional degree program. She said it responded to the diverse make-up of the student body by the way in which the program would be delivered. Furthermore, the University will be working with students to deliver modules to bring them up to the appropriate level of competency. Lastly, there are five start-up positions for advising.

A motion was made by F. Ridley and seconded by H. Penner that the responses go to the Advisory Committee on Accreditation for further review and recommendation. The motion did not pass.

On a motion made by D. Brennan, seconded by J. Gatling, the Committee voted to amend the Commissioner's recommendation, as incorporated below. The motion passed, with one opposed.

On a motion made by D. Brennan, seconded by J. Reynolds, the Committee voted, with two votes opposed, to license a program in Organizational Leadership, leading to the Bachelor of Science (B.S.) degree, for a period of two years, until April 30, 2006. It is additionally recommended that the University provide an interim report on the program

to the Department of Higher Education, for review on or before April 1, 2005. The interim report should include the following elements: a report on enrollments and an admissions profile; an update on program finances; a report on the success of program delivery, including advising support for students, the success of the accelerated courses as measured by student learning outcomes and competency assessments; and a report on faculty hiring and program participation, including advising responsibilities. It is also recommended that the University provide a second report, updating these items, as part of its application for program accreditation. It is further recommended that the University strengthen its program finances and develop metrics to drive results.

5. Information Item

J. Zdanys presented the Monthly Update.

6. Adjournment

The meeting adjourned at 11:12 a.m.

Respectfully submitted,

Jonas Zdanys, Secretary