

BOARD OF GOVERNORS FOR HIGHER EDUCATION

Minutes of the Meeting
March 16, 2005

Department of Higher Education
Hartford, CT

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

Members Absent: P. McCann Vissepó, H. Penner

Members of the Public: P. Cocchiola, BOT CTC; T. Mauriello, Republican-American;
D. Pachis, ECSU; A. Sturtz, CSU

1. Call to Order

F. Ridley called the meeting to order at 11:55 a.m.

2. Approval of Minutes

J. Gatling moved and A. Meyer seconded the motion to approve the minutes of the February 16, 2005 meeting. The motion passed unanimously.

3. Public Participation

None.

4. Report of the Board Chairman

F. Ridley thanked Commissioner Lewis for her participation at the NEBHE "50 Years of Excellence" Awards Dinner held on February 25, 2005 in Boston.

5. Report of the Commissioner

V. Lewis noted that six state Merit Awards were given out at the NEBHE Dinner. Connecticut received a Merit Award for its Connecticut Hospital Health Education Partners. The NEBHE Higher Education Excellence Award for Outstanding Individual Achievement was given to Melody A. Currey, Deputy Speaker of the Connecticut House of Representatives. V. Lewis informed the Board that Connecticut will host NEBHE's Fall 2005 Board Meeting in October 2005 at the Hilton Mystic.

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Commissioner Lewis introduced John Pothier, Senior Associate for Research, who summarized the report *Fall 2004 College and University Enrollment in Connecticut – Comprehensive Report*. J. Pothier noted that enrollment at Connecticut's 47 colleges and universities reached an all-time record of 172,740 in the fall of 2004. This represents a third consecutive year of record enrollment. Public institutions enrolled 64 percent of all students, with the independent institutions enrolling 36 percent.

J. Pothier summarized several positive trends but called attention to the continued gender imbalance that is approaching three females for every two males. He also noted a decline in non-resident alien enrollment for a second year, and a slight weakness in freshman recruitment in the independent sector.

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) Capital Community College – licensure of a program in Communication Media, leading to an Associate in Science degree

RESOLVED that the Board of Governors license Capital Community College to offer a program in Communication Media, leading to an Associate in Science (A.S.) degree, from April 1, 2005, through March 31, 2007.

- b) Eastern Connecticut State University – accreditation of a program in Business Information Systems leading to the Bachelor of Science degree

RESOLVED that the Board of Governors accredit a program in Business Information Systems, leading to the Bachelor of Science (B.S.) degree, to be offered by Eastern Connecticut State University, for a period of time concurrent with institutional accreditation.

- c) Gibbs College – program modification: approval to offer a program in Visual Communications, leading to a Certificate, in Farmington

RESOLVED that the Board of Governors approve a program in Visual Communications, leading to a certificate, to be offered by Gibbs College at its campus in Farmington, for a period of three years, until March 31, 2008.

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- d) Southern Connecticut State University – accreditation of a program in Early Childhood Education leading to the Bachelor of Science degree

RESOLVED that the Board of Governors accredit a program in Early Childhood Education leading to the Bachelor of Science (B.S.) degree, to be offered by Southern Connecticut State University, concurrent with institutional accreditation.

- e) St. Joseph College – accreditation of an on-line program in Biology leading to the Master of Science degree

RESOLVED that the Board of Governors accredit a program in Biology, leading to the Master of Science (M.S.) degree, to be offered on-line by St. Joseph College, for a period of time concurrent with institutional accreditation.

- f) LymeAcademy College of Fine Arts – reaccreditation of the College

RESOLVED that the Board of Governors grant accreditation to LymeAcademy College of Fine Arts until December 31, 2006.

- g) Norwalk Community College – licensure and accreditation of a program in Interior Design leading to the Associate of Applied Science degree

RESOLVED that the Board of Governors license and accredit a program in Interior Design leading to the Associate of Applied Science (A.A.S.) degree, to be offered by Norwalk Community College, for a period of time concurrent with institutional accreditation.

- h) Implementation of Recommendations made by the Connecticut Taskforce on the Cost of College Textbooks

RESOLVED that the Board of Governors adopt recommendations numbers one through nine, below, as part of the Board of Governors' and the Department of Higher Education's commitment to implementing the findings and recommendations of the Connecticut Taskforce on the Cost of College Textbooks. It is further recommended that the Department of Higher Education conduct a follow-up survey of students and faculty to measure the effects of the steps taken by Connecticut's public and independent colleges and universities to implement the Board's recommendations and to lower the cost of textbooks for college and university students in the state. That survey will be included in a report to the Board of Governors, by June 2006, which will incorporate as well the individual institutional reports listed in recommendation one.

Implementation of Recommendations Made by the
Connecticut Taskforce on the Cost of College Textbooks

In January 2005, the Department presented a report to the Board of Governors on the work of the Connecticut Taskforce on the Cost of College Textbooks. The Board charged the Department to consider ways in which those recommendations might be implemented through a series of policy actions by the Board of Governors. The following are suggested policy implementation recommendations for the Board to consider and to affirm.

1. *Faculty members should know the price of textbooks they select for their courses in advance of ordering them. Faculty should use that price as a consideration as they plan their textbook use.*

It is recommended that the Board of Governors expect the faculty governing body on each Connecticut college and university campus to form an *ad hoc* textbook committee to investigate textbook pricing on their campus and (a) find ways to contain the escalating prices of textbooks, (b) exhort their faculty peers to take cost into consideration in choosing textbooks, and (c) ensure that annual cost of textbooks is taken into consideration in the formulation of student educational budgets and financial aid awards. The textbook committees on each campus would report back to the Board of Governors by October 1, 2005 with their findings and actions.

2. *To assist faculty members, campus bookstores should establish a process by which information about the prices of various textbooks will be provided to faculty members.*

It is recommended that the Board of Governors expect the *ad hoc* textbook committees to work with faculty, administration, and campus bookstores to ensure that each campus bookstore lists the prices of all textbooks well in advance of the start of each semester and makes those prices known to all departments and faculty members.

3. *Bibliographies of assigned text should be available to students well in advance of the beginning of each term so students might plan their purchases.*

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to work with all faculty members, full-time and adjunct, to ensure that students have information about assigned texts in each course well in advance of the beginning of each term.

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4. Faculty should be encouraged to use textbooks for multiple terms or years, or in multiple courses. Bookstores should work with faculty and publishers to ensure that sufficient textbooks are available for multiple terms.

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to investigate the feasibility that (a) academic departments work with their faculty to select common texts for their introductory courses and other courses, as appropriate, and, (b) to the degree possible, use these texts for multiple years.

5. The practice of “bundling” course material should stop.

It is recommended that the Board of Governors write to all textbook publishers selling their products in Connecticut and express their concern about the practice of “bundling” textbooks, with the expectation and request that such a practice stop in Connecticut. It is recommended, too, that the Board of Governors support current legislative initiatives to pass Raised Bill 6860, An Act Prohibiting Textbook Bundling.

6. Bookstores should consider innovations such as guaranteed buyback and other programs to reduce the initial and net purchasing price for students.

It is recommended that the Board of Governors expect that campus *ad hoc* textbook committees work with their bookstores (a) to investigate innovative possibilities and (b) to create “best practices” models for other Connecticut colleges and universities.

7. The school library should keep on reserve at least one copy of each textbook used in each respective course.

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to work with their academic departments and with their libraries (institutional and departmental) to investigate the possibility of and the process for placing textbooks on reserve.

8. The Financial aid process should be enhanced so that students automatically receive credits at the bookstore at the beginning of the term.

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to work with their financial aid offices to ensure that students who receive financial aid will receive it in a timely fashion and that they will therefore be able to use appropriate portions of that financial aid for textbook purchases.

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9. Bookstores should be encouraged to be more responsive to student concerns, especially in regards used textbooks.

It is recommended that the Board of Governors expect that each college and university in Connecticut create a Bookstore Advisory Committee composed of faculty, students, bookstore employees, and institutional administration to facilitate communication between these groups about all of these recommendations and issues of continuing concern.

The motion passed unanimously.

8. Report of the Standing Advisory Committee

None.

9. Other Business

None.

10. Adjournment

A. Meyer moved and W. Bevacqua seconded the motion to adjourn at 12:25 p.m.

Respectfully submitted,

Constance Fraser
Secretary

ACADEMIC AFFAIRS AND PLANNING
Minutes of the Meeting
March 16, 2005

Committee

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

Committee

Members Absent: H. Penner, P. McCann Vissepo

Other BGHE

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

1. Call to Order

A. Vertefeuille called the meeting to order at 10:03 a.m.

2. Approval of the Academic Affairs Committee Minutes for the February 16, 2005 Meeting

On a motion made by A. Meyer, seconded by R. Lane, the Committee voted to approve the minutes of the February 16, 2005 meeting. The motion passed with F. Ridley, who was not present at the February meeting, abstaining.

3. Commissioner's Consent Calendar

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

a. Capital Community College - Licensure of a program in Communication Media, leading to an Associate in Science (A.S.) degree

b. Eastern Connecticut State University - Accreditation of a program in Business Information Systems leading to the Bachelor of Science (B.S.) degree

c. Gibbs College - Program Modification: Approval to offer a Program in Visual Communications, leading to a Certificate, in Farmington

d. Southern Connecticut State University - Accreditation of a program in Early Childhood Education leading to Bachelor of Science (B.S.) degree

e. St. Joseph College - Accreditation of an on-line program in Biology leading to the Master of Science (M.S.) degree

4. Action Items

a. LymeAcademy College of Fine Arts – Reaccreditation of the College

J. Zdanys reviewed the staff report and introduced Frederick Osborne, President of the College, and Alan Barklay, Dean of the College.

After discussion, A. Meyer moved approval to grant accreditation to LymeAcademy College of Fine Arts until December 31, 2006, and to forward the item to the Commissioner's Consent Calendar. J. Reynolds seconded and the motion passed unanimously.

b. Norwalk Community College – Licensure and accreditation of a program in Interior Design leading to the Associate of Applied Science degree

J. Zdanys reviewed the staff report and introduced Jacek Bigosinski, Program Coordinator, who represented the College.

After discussion, A. Meyer moved approval to license and accredit a program in Interior Design leading to the Associate of Applied Science degree, to be offered by Norwalk Community College, for a period of time concurrent with institutional accreditation, and to forward the item to the Commissioner's Consent Calendar. J. Reynolds seconded and the motion passed unanimously.

c. Implementation of Recommendations made by the Connecticut Taskforce on the Cost of College Textbooks

J. Zdanys introduced members of the taskforce Gloria Ragosta, Vice President, Connecticut Conference of Independent Colleges, and William Simpson, President and General Manager of the University of Connecticut Coop, and President Dianne Williams, Quinebaug Valley Community College, who were present at the meeting.

President Williams assured the Board that Quinebaug Valley Community College has already set a plan into motion, tackling textbook issues. The Board reviewed the following recommendations with the Taskforce members:

1. Faculty members should know the price of textbooks they select for their courses in advance of ordering them. Faculty should use that price as a consideration as they plan their textbook use.

It is recommended that the Board of Governors expect the faculty governing body on each Connecticut college and university campus to form an *ad hoc* textbook committee to investigate textbook pricing on their campus and (a) find ways to contain the escalating prices of textbooks, (b) exhort their faculty peers to take cost into consideration in choosing textbooks, and (c) ensure that annual cost of textbooks is taken into consideration in the formulation of student educational budgets and financial aid awards. The textbook committees on each campus would report back to the Board of Governors by October 1, 2005 with their findings and actions.

2. To assist faculty members, campus bookstores should establish a process by which information about the prices of various textbooks will be provided to faculty members.

It is recommended that the Board of Governors expect the *ad hoc* textbook committees to work with faculty, administration, and campus bookstores to ensure that each campus bookstore lists the prices of all textbooks well in advance of the start of each semester and makes those prices known to all departments and faculty members.

3. Bibliographies of assigned text should be available to students well in advance of the beginning of each term so students might plan their purchases.

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to work with all faculty members, full-time and adjunct, to ensure that students have information about assigned texts in each course well in advance of the beginning of each term.

4. Faculty should be encouraged to use textbooks for multiple terms or years, or in multiple courses. Bookstores should work with faculty and publishers to ensure that sufficient textbooks are available for multiple terms.

It is recommended that the Board of Governors expect campus *ad hoc* textbook committees to investigate the feasibility that (a) academic departments work with their faculty to select common texts for their introductory courses and other courses, as appropriate, and, (b) to the degree possible, use these texts for multiple years.

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It is recommended that the Board of Governors expect that each college and university in Connecticut create a Bookstore Advisory Committee composed of faculty, students, bookstore employees, and institutional administration to facilitate communication between these groups about all of these recommendations and issues of continuing concern.

After discussion, F. Ridley moved that the Board of Governors adopt recommendations numbers one through nine, above, as part of the Board of Governors' and the Department of Higher Education's commitment to implementing the findings and recommendations of the Connecticut Taskforce on the Cost of College Textbooks. It is further recommended that the Department of Higher Education conduct a follow-up survey of students and faculty to measure the effects of the steps taken by Connecticut's public and independent colleges and universities to implement the Board's recommendations and to lower the cost of textbooks for college and university students in the state. That survey will be included in a report to the Board of Governors, by June 2006, which will incorporate as well the individual institutional reports listed in recommendation one, and to forward the item to the Commissioner's Consent Calendar. D. Brennan seconded and the motion passed unanimously.

5. Information Items

J. Zdanys reviewed the University of Connecticut, Tri Campus's relocation of the Master in Public Administration and Master of Arts in Survey Research to the Tri-Campus at West Hartford, CT. The Board endorsed the relocation of the programs.

J. Zdanys presented the Preliminary Recommendations of the Taskforce on Library and Learning Resources. Mr. Vertefeuille asked the Department to prepare a final report to the Board of Governors and to do so after regional meetings of all interested constituencies are held during the Spring.

J. Zdanys presented the monthly update.

7. Adjournment

The meeting adjourned at 11:22 a.m.

Respectfully submitted,

Jonas Zdanys, Secretary