CALL TO ORDER

Chairman McHugh called the meeting to order at 10:00 a.m. and requested a motion to approve the Regular Session Minutes of December 10, 2004. Mr. Panciera so moved; Mr. Pugliese seconded the motion and it was approved unanimously.

Chairman McHugh administered the Oath of Office to Ms. Cerissa Arpaio, elected by the students at Central Connecticut State University, and welcomed her to the Board.
CHANCELLOR AND PRESIDENTS REPORTS

Chancellor Cibes stated that there was no common topic for the reports this meeting, however he and the presidents would be laying out a report agenda for the rest of the year. He indicated that the topic for the March meeting would be how the universities are responding to workforce development in the state.

Chancellor Cibes highlighted the federal priorities for the system for the coming year. He noted that the primary focus was securing second-year funding in four areas: Institute of Technology and Business Development at CCSU; the Child and Family Development Resource Center at ECSU; State-Wide Teacher Preparation Initiative led by SCSU; and expansion of the Roots and Shoots program at WCSU.

Chancellor Cibes reported that the state legislative agenda for this session will focus on adoption of the current services budget to fully finance collective bargaining increases; seeking a capital program of $100 million in each fiscal year to fund the highest priority projects at each university; permanent authorization to offer Ed.D. degrees; and seeking above current services authorization to expand the number of full time faculty to provide additional advising and more upper level courses to enable students to graduate in a timely fashion.

President Norton noted that although there are many areas she could report on such as faculty excellence, academic programs and the physical renaissance of the university, she believed what matters most to be a university of choice and opportunity are the students. She focused on the many achievements of Southern students, both past and present, describing students who have been honored for their accomplishments in the fields of physics, poetry, writing, and science, and pointing out where Southern has made a difference in not only the lives of the students but in the surrounding community.

President Carter presented some of the many highlights of 2005 for Eastern including national awards, accreditations and recognitions for the university and its faculty and staff; distinguished guests who were honored by the university; and Eastern's acceptance as a member of the Council of Public Liberal Arts Colleges, a national organization dedicated to advocating and supporting the liberal arts at public universities and colleges.
President Carter also thanked all those who sent words of condolence for the student athlete who suddenly passed away last week. Chairman McHugh expressed his appreciation for the manner in which President Carter handled this most difficult and distressing situation.

President Aebersold pointed out that Central currently has four endowed chairs representing over $4 million in private donations. He reported on some of the significant accomplishments and initiatives of two of the endowed chairs over the past year—the Blejwas Chair in Policy and Polish American Studies and the O’Neill Chair in Public Policy and Practical Politics. He also highlighted an exciting faculty development initiative in instructional technology, and summarized the initial results from the Student Satisfaction Inventory conducted during the fall semester, noting the response rate of 2500 students was considered quite good for surveys of this nature.

President Schmotter reported on the Values and Vision process initiated in October 2004 as a way to identify for the university who we are, where we are going and what we want to become. A series of focused conversations with both internal and external stakeholders has been ongoing and will culminate with a conference in March. President Schmotter noted that everyone involved is excited about what the results will produce both short term and in the future.

**CHANCELLOR’S CONSENT ITEMS**

Chairman McHugh requested a motion to approve the consent resolution honoring Professor Karen Tracey. Mr. Pugliese so moved; Mr. Panciera seconded the motion and it was approved unanimously.

WHEREAS, Ms. Karen Coale Tracey, professor of computer electronics and graphics technology, coordinator of the Computer Information Technology program and chair of the Computer Electronics and Graphics Technology department, has served the students of Central Connecticut State University with distinction since 1989, and

WHEREAS, Ms. Tracey has demonstrated academic leadership at Central, exemplified by her role in developing such innovative programs as the Networking Technology specialization in the Bachelor of Science in Industrial Technology undergraduate program and the Computer Engineering Technology program, and

WHEREAS, The National Association of Industrial Technology (NAIT) has recognized Ms. Tracey as the 2004 Outstanding Professor of Industrial Technology, therefore be it

...
RESOLVED, That the Board of Trustees of the Connecticut State University System hereby acknowledge and congratulate Ms. Karen Coale Tracey for this national honor, and for her many contributions to Central Connecticut State University and the Connecticut State University System, its students, and the residents of the State of Connecticut.

ACADEMIC AFFAIRS COMMITTEE

Mr. Doyle reported that the Academic Affairs Committee met on January 19, 2005 at the CSU System Office and recommended the following actions:

Establish a Center for Financial Forensics and Information Security at Western Connecticut State University: This multi-disciplinary initiative addresses important issues in the business world today and draws upon the expertise of faculty in Accounting, MIS and Justice Administration. Beyond this, the Center will also act as a business, community and academic resource, and will provide research opportunities for faculty and students. After two to three years of start-up assistance, the Center will be self-supporting. The establishment of this Center was approved by the WCSU Senate and endorsed by President Schmotter.

Mr. Doyle moved approval of the resolution; Mr. Sholtis seconded the motion and it was approved unanimously.

WHEREAS, The field of financial forensics represents one of the fastest growing practice areas in the fields of professional accounting and criminal investigation, and

WHEREAS, More research is needed in the areas of financial forensics and information security and more professionals are needed in the workforce, and

WHEREAS, Over the past several years the Accounting, Justice and Law Administration and Management Information Systems departments at WCSU have expanded and/or modified their curricula to respond to these workforce needs, and

WHEREAS, WCSU has received recognition for its educational endeavors in financial forensics and information security, and

WHEREAS, Such a Center will integrate these academic endeavors and substantially expand university leadership in this area, and

WHEREAS, The President of Western Connecticut State University has expressed the desire to establish a Center for Financial Forensics and Information Security in the Ancell School of Business, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System hereby authorizes the establishment of the Center for Financial Forensics and Information Security at Western Connecticut State University, and be it further
RESOLVED, That the Center for Financial Forensics and Information Security may seek and receive contracts and grants from public and private organizations and may charge fees for services related to the purposes stated above provided that all applicable state and University regulations are observed, and be it further

RESOLVED, That all funds received by the Center shall be deposited in operating fund at Western Connecticut State University in an account established for this Center and that such funds shall be used for the purposes of this Center and appropriate University support functions rendered to the Center, and be it further

RESOLVED, That the President of Western Connecticut State University is directed to periodically evaluate the functioning of the Center for Financial Forensics and Information Security in terms of its effectiveness, and shall no later than September 1, 2009 report the results of the evaluation with a recommendation to the Chancellor of the CSU System who in turn shall share this information with the Board of Trustees, and be it

RESOLVED, That the Center for Financial Forensics and Information Security shall have a sunset date of December 31, 2009, unless action to the contrary is taken by the Board of Trustees for the Connecticut State University System.

Reauthorization Of The Trustees Scholarship Through The 2007-08 Academic Year:
The scholarship gives the universities the opportunity to award scholarships based on merit but also to address the financial need of some of these scholars. Mr. Doyle reported that the committee recognizes the advantages to awarding both need and merit based aid and hopes the universities will continue to support this initiative. The universities will report on their use of the scholarship annually and a review of this program will next occur in January 2008.

Mr. Doyle moved approval of the resolution; Mr. Pugliese seconded the motion and it was approved unanimously.

WHEREAS, In June 1997 the Board of Trustees for the Connecticut State University System authorized each university to award Connecticut State University Trustees Scholarships for the specific purpose of recruiting and retaining full-time entering freshmen and full-time entering transfer students of exceptional talent who might not otherwise consider attending a CSU university (BR-97-49), and

WHEREAS, The Board of Trustees amended BR 97-49 in December 1998 to enable the universities to enhance their ability to attract bright, high achievers (BR 98-68), and

WHEREAS, Under BR 01-58 the CSU Trustees Scholarship was evaluated by the Board of Trustees during Academic Year 2004-05 in terms of its effectiveness and use, and
WHEREAS, Each university has reported the positive impact of this program and has requested that additional funding be provided for the specific purpose of continuing and enhancing these awards, therefore be it

RESOLVED, That the CSU Trustees Scholarship program is hereby reauthorized through the 2007-08 academic year, and be it further

RESOLVED, That the CSU Trustees Scholarships shall be awarded under the following conditions:

(a) Such awards shall be in addition to other grants-in-aid provided to students on the basis of financial need and/or enrollment in the universities honors program.

(b) Under the direction of the university president, the admissions office at the university in coordination with its financial aid office shall administer the awarding of these scholarships under a process which by the amount of the award and the timing of the award maximizes the recruitment or retention potential of the scholarship.

(c) If the recipient’s full financial need is not met by the merit scholarship, the scholarship shall be attributed to the self-help portion of unmet need as calculated by the financial aid office.

(d) The cumulative funding allocated to this program at each university for each class of entering students shall not exceed an amount equivalent to 1.0% of tuition revenue based on the amount generated by the university’s full-time undergraduate enrollment of the previous fall semester.

(e) Such scholarships may be in any amount not to exceed the amount of tuition charged to in-state students per year.

(f) Under the direction of the president, the university shall establish and publish the criteria on the basis for which such scholarships will be awarded. Such criteria may include, but shall not be limited to, need, rank-in-class, scores on standardized tests, measures of leadership, evidence of achievement, or grade point average for first time freshmen or transfer applicants.

(g) Under the direction of the president, the university shall identify criteria for continuing eligibility for the scholarships, provided that no student shall receive such scholarships for more than eight semesters. Such criteria shall include the completion of a minimum of 24 credit hours annually with a cumulative grade point average of at least a 3.0.

(h) Each university president shall annually evaluate the success of this program in achieving measurable outcomes with respect to the recruitment and retention of talented students, and report such outcomes to the Board of Trustees, and be it further
RESOLVED, That BR 01-58 is hereby repealed, and be it further

RESOLVED, That the CSU Trustees Scholarship program shall be evaluated for continuation by the Board of Trustees in January 2008 in terms of its use and effectiveness.

Mr. Doyle reported that the committee received a recommendation from the president of Eastern Connecticut State University to award an honorary Doctor of Humane Letters degree to James Sandler, attorney-at-law. Mr. Sandler is a long-time friend and benefactor of the university, providing support for and involvement in numerous university endeavors, including the Sustainable Energy Institute, the Endowed Chair in Sustainable Energy Studies, and Eastern’s Endowment for Scholarships. President Carter has confirmed Mr. Sandler’s agreement to accept the degree at Eastern’s spring 2005 commencement.

Mr. Doyle moved approval of the nomination; Mr. Pugliese seconded the motion and it was approved unanimously.

Mr. Doyle indicated that the committee also received a recommendation from the president of Southern Connecticut State University to award an honorary Doctor of Humane Letters degree to Dr. Betty Lentz Siegel, president of Kennesaw State University. Dr. Siegel is an internationally known lecturer on leadership and education issues and has the distinction of being the first woman to serve as chief executive officer in the University of Georgia system and the longest serving woman president in the nation. President Norton has confirmed Dr. Siegel’s agreement to accept the degree and to be the speaker at Southern’s spring 2005 graduate commencement.

Mr. Doyle moved approval of the nomination; Mr. Pugliese seconded the motion and it was approved unanimously.

Mr. Doyle commented that the committee was pleased to recognize professor Karen Coale Tracey at Central for her designation as the 2004 Outstanding Professor of Industrial Technology by the National Association of Industrial Technology. Beyond the distinction of this recognition given this year to a female in a predominantly male field, her colleagues attest that her greatest contribution is to Central, where she has served with distinction for over 15 years. She is currently chair of the Computer Electronics and Graphic Technology department.
Mr. Doyle noted that the committee reviewed a fact sheet regarding how CSU School of Technology is responding to CT workforce demands, a copy of which has been provided with the meeting material. These new academic initiatives show that CSU is committed to addressing the workforce needs of the state. The center at Western that was approved earlier also fits into this category.

Mr. Doyle reported that committee members, along with Vice Chancellor for Academic Affairs, Dr. Lopez, were invited to visit Amistad Academy in New Haven last week. He asked Mr. Sholtis to comment further. Mr. Sholtis described the visit and noted that this school has a great record of preparing students, selected at random from New Haven public schools, and putting them through a program that manages to improve their educational attainment including state mandated test scores.

FINANCE AND ADMINISTRATION COMMITTEE

Mr. Krapek reported that the Finance and Administration Committee met on January 14, 2005 and recommended the following items:

The Use Of Designated Fund Balances To Finance Support Facilities At Balf-Savin Baseball Field At Central Connecticut State University: CCSU’s baseball, softball and soccer fields are currently located over one third of a mile from the nearest restroom and support facility, Kaiser Hall. Original development of the fields did not include bleacher seating or restroom facilities. As a result, visitors, players, and officials have had no access to either conveniently located restrooms or support facilities. Mr. Krapek described the project and indicated that the university has requested that the cost of the project be paid from university plant funds. Design costs of $42,000 and construction funds of $458,000 will be required for a total project cost of $500,000.

Mr. Krapek moved approval of the resolution; Mr. Panciera seconded the motion and it was approved unanimously.

WHEREAS, The Balf-Savin Baseball Field was constructed in 1999, and
WHEREAS, Spectator seating and support facilities were not included in the project, and
WHEREAS, The closest support facilities such as restrooms or concessions are located in Kaiser Hall about 1/3rd of a mile from the playfields site, and
WHEREAS, Men’s and women’s restrooms, bleacher seating and a new press box/coach’s viewing area will be developed as part of the project, therefore be it
RESOLVED, That CCSU is authorized to utilize $500,000 from their Plant Fund to finance the design and construction of support and seating facilities at Balf-Savin Baseball Field.

The Use Of Plant Funds To Finance The Replacement Of Kaiser Hall's Roof, Gymnasium And Seating At Central Connecticut State University: CCSU is in the process of repairing the roof over Kaiser Hall's gymnasium. Completion of the project is expected by Winter 2005. The existing wood floor must be replaced; repair is impossible due to repeated sanding and filling of the floor over its lifetime. At the same time, the university intends to replace floor anchors and electrical wiring and install new electronic systems throughout for scorekeeping and other athletic needs that will assist the university in maintaining NCAA Division I requirements. The project also includes the replacement of the bleacher system, which is original to the facility and the motorized parts of which are obsolete. The university has spent just over $1 million of the general obligation bond funds to repair the roof structure and intends to use the remaining general obligation funds for the floor and bleacher system. Cost estimates for the floor replacement project indicate that there will be a shortfall of as much as $400,000 to complete the necessary work. The university has already used $130,000 in plant funds to begin design of the roof and floor project, so that replacement of the roof could commence as soon as construction funds were available. Permission is requested by the university to expend up to $530,000 from available plant funds for this project.

Mr. Krapek moved approval of the resolution; Mr. Panciera seconded the motion and it was approved unanimously.

WHEREAS, Central Connecticut State University (CCSU) is in the process of designing a new replacement floor and bleacher system for Kaiser Hall's gymnasium due to their state of disrepair, and

WHEREAS, The Connecticut General Assembly authorized funds in the amount of $1,663,500 for the replacement of Kaiser Hall's roof, gymnasium floor and bleacher system, and

WHEREAS, Construction of a new roof is underway at a cost at a cost of $1,082,105, and will be completed in winter 2005, and

WHEREAS, CCSU has used $130,000 in plant funds to design the projects in order to keep the two projects on schedule, and
WHEREAS, The project cost to replace the floor, bleacher system and electronic wiring has an estimated shortfall in funding of $400,000, therefore be it

RESOLVED, That CCSU is authorized to utilize up to $530,000 from their Plant Fund to finance the design and replacement of Kaiser Hall’s roof, gymnasium floor and bleacher seating.

Nepotism In Employment Policy At The Connecticut State University System: While the Connecticut State University System and its four universities recognize that employment of relatives in the same area of an organization can cause conflicts and problems concerning disparate treatment, there has not been a formal policy on nepotism in employment. With the renewed focus on ethical conduct in state business, it is an appropriate time to formalize a clear and uniform policy on the prevention of nepotism in employment with the Connecticut State University System. The recommended policy is intended to prevent the opportunity for favoritism and conflicts of interest within employment situations due to nepotism.

Mr. Krapek moved approval of the resolution; Mr. Panciera seconded the motion and it was approved unanimously.

WHEREAS, The Connecticut State University System and its four universities recognize that employment of relatives in the same area of an organization can cause conflicts and problems concerning disparate treatment, and

WHEREAS, Nepotism is defined as favoritism in employment based upon relationship, and

WHEREAS, A clear and uniform policy is needed to prevent nepotism in employment practices, now therefore, be it

RESOLVED, That the Board of Trustees approve the attached Nepotism in Employment Policy at the Connecticut State University System and authorize the Chancellor to approve amendments to such policy as may be necessary from time to time.

CSU Policy Regarding Nepotism in Employment

It is well recognized that employment of relatives in the same area of an organization may produce conflicts of interest and problems concerning disparate treatment, which can damage the integrity of the System and its universities. Under the Code of Ethics, Connecticut General Statutes, Section 1-84(c), a state employee may not use his or her position for the financial gain of himself or herself, his or her spouse, child, child’s spouse, parent, brother or sister. But the Code of Ethics only addresses limited circumstances where conflicts of interest may occur. Other relationships may also give rise to a claim of disparate treatment.
In addition, conferring of benefits and privileges based on relationship, rather than on merit, and the appearance that benefits and privileges may have been so conferred, can harm the functioning of the institution(s). In these circumstances, all parties leave themselves open to charges of inequitable consideration in decisions concerning work assignments, transfer opportunities, time-off privileges, training and development opportunities, performance evaluations, salary increases, promotions, demotions, and disciplinary actions.

It is the policy of the CSU that relatives of persons currently employed by CSU may be hired only if they will not be working under the supervision of a relative, either directly or indirectly, or supervising a relative.

If two existing employees of CSU work together in a supervisory relationship, and become related, as herein defined, a case-by-case review shall be made. In some circumstances, one of the employees may be transferred or otherwise reassigned. Existing employees should not ordinarily be transferred or reassigned into a supervisory relationship with a relative. Exceptions will only be made when there is a management plan approved by the Chancellor or the President that is designed to eliminate the conflict of interest or the opportunity for favoritism.

In addition, the objective of the search procedures for new hires is to ensure that the best candidate for the position is the one selected. It is the policy of the CSU that any employee serving on a search committee must excuse themselves from consideration of the qualifications of a relative if one applies for the position and must further disclose to the search committee that said candidate is a relative. Further, no CSU employee shall vote, make recommendations or in any way attempt to participate in or influence decisions about any personnel matter which may affect the selection, appointment, evaluation, retention, tenure, compensation, promotion, termination, or other employment status or interest of a relative.

For purposes of this policy, relative means a connection between persons by blood, marriage, adoption, domestic partnership, or co-habitation. Relative includes, but is not limited to, spouses, parents, children, adopted children, brothers, sisters, brothers-in-law, sisters-in-law, father-in-law, mother-in-law, stepparents, stepsiblings, stepchildren, nieces, nephews, grandchildren, and grandparents.

**STUDENT LIFE COMMITTEE**

Mr. Panciera reported that the Student Life Committee meeting was held on January 19, 2005 jointly with the Academic Affairs Committee. The major agenda item for the joint meeting was one of special interest to both committees that of transfer students and transfer articulation. He stated that transfers represent a major source of student enrollments and will be even more important to the universities as demographics change beginning in 2008, when the number of potential freshman applicants from the state’s high schools is due to begin dropping and continue to decline.
through academic 2013-2014. The decline is projected to be 2% of enrollments, however during that same period, the numbers of transfer students should increase. At present, CSU attracts more transfer students than does any other entity in the state.

Mr. Panciera commented that a number of issues and concerns surrounding transfer students were discussed such as differing needs in the areas of orientation, financial aid and organizational structure. Further research and analysis will take place over the spring semester to determine the need for changes in student life policies and practices.

EXECUTIVE COMMITTEE

Chairman McHugh reported that the Executive Committee met on January 14, 2005 and reviewed and accepted the following items:

**Internal Audit Report - ECSU Food Service:** This is the final food service audit that was conducted at each university over the past six months. The report reflects satisfactory compliance with the contract and appropriate internal and management controls.

**Compensatory Time Reports - SCSU and WCSU:** The report for Western indicates that good internal procedures and control are in place. Southern has made progress over the past year in correcting processes and internal control and the committee expects this progress to continue as they implement recommendations made by the internal auditor.

**Annual Foundation Report and Independent Financial Audit Report for the ECSU Foundation:** The audited financial statements presented fairly the financial position of the university foundations as of June 30, 2004 and the annual reports were in compliance with statutory requirements and Board policy.

Chairman McHugh noted that the committee was also given a preliminary briefing by PricewaterhouseCoopers on the annual audit of the combined financial statements for the CSU System. At the next meeting on March 4th, both the financial statements and letter to management will be presented to the full Board.

CHAIRMAN'S REPORT

Chairman McHugh reported that scheduling is underway for the BOT/Faculty dinners this spring beginning with Southern in March. Dates are being confirmed for
Central, Eastern and Western. He commented that over the past two years these dinner/dialogues have been very successful and the spirit of cooperation has paid tremendous dividends with legislative initiatives.

Chairman McHugh announced that John Motley will serve on the Academic Affairs Committee.

Chairman McHugh referred to Spring Commencement dates included in the meeting material, and requested that trustees inform Mrs. Amberg if they want to volunteer to bring greetings on behalf of the Board at a particular ceremony.

Chairman McHugh commented that he, Mr. Krapek and Chancellor Cibes plan to meet with Governor Rell during the legislative session and that he has been very pleased at her strong support of the CSU System. He noted that the budget will be very tight this year and urged the trustees to constantly reinforce the message that CSU is important to Connecticut with their respective representatives and senators. He also commended Ms. Gail Bysiewicz Garber, Executive Officer for Governmental Relations, for the tremendous job she is doing with her efforts to keep legislators informed about the needs of CSU. He expressed his appreciation to the presidents for their responsiveness to her requests and providing support when called upon.

ADJOURNMENT

Prior to adjournment, Mr. Pugliese called attention to a press released included with informational material announcing that Chairman McHugh was honored by the Connecticut Mentoring Partnership with its Business Advocate Award in recognition of his exceptional commitment to mentoring.

Mr. Pugliese moved to adjourn the meeting at 11:05 a.m.; Mr. Sholtis seconded the motion and it was approved unanimously.

Respectfully submitted,

Karl J. Krapek, Vice Chairman