Chairman McHugh called the meeting to order at 10:00 a.m. and requested a motion to approve the Regular Session Minutes of January 28, 2005. Mr. Pugliese so moved; Ms. Eberhard-Asch seconded the motion and it was approved unanimously.
CHANCELLOR AND PRESIDENTS REPORTS

Chancellor Cibes called attention to the material in the folder including his testimony on various proposed legislation. Additionally, he explained that a report had recently been released by the National Center for Public Policy and Higher Education, Measuring Up 2004, which grades the higher education systems of states on five important criteria: preparation, participation, affordability, completion and benefits. While Connecticut did very well in most categories, it was graded an F for affordability which has caused some public comment. Chancellor Cibes pointed out that all of the New England states received an F so that in the context of geographical areas of high cost, we are in line. In fact, from Illinois eastward and north of Maryland and Delaware, Connecticut is the most affordable in the data presented. He indicated he would be sending the trustees additional information on the report.

(Mr. Doyle and Mr. Balducci arrived.)

Chancellor Cibes explained that the reports of the presidents would focus on workforce and economic development initiatives. This is a point of emphasis of the CSU mission, and we are positioned to achieve this through our programs. Legislation has been raised to establish a grant program for the generation of talent in higher education institutions including new programs tied to industry needs. If passed and funded we would need to expand in many areas of our current work such as nursing, educators, technology and business. In many instances liberal arts study conducted in the right way is also an attraction for many companies in this state for workforce development. A student capable of critical thinking and problem solving makes for a qualified worker.

President Norton commented that according to the Connecticut Department of Labor, jobs requiring a post-secondary degree represent approximately one-third of the workforce and that figure is quickly moving towards one-half. In response to this knowledge economy Southern offers a multitude of majors, specializations and minors and the graduate school is one of the ten largest programs in New England. She cited the number of workers that will be required in the specific areas of healthcare, education, professional, science and technical, and the financial and insurance fields. She referenced a spreadsheet demonstrating the workforce needs, annual number of jobs available, degree level required and the programs offered that address these areas. The
chart also reflected the graduation total in each area and current enrollments. President Norton noted that this allows her to see where resources will be required and remarked that because we have the strength of a united workforce, CSU can lead the way by operating strategically as a system in responding to meeting the workforce needs of the state.

President Carter distributed a report on Eastern’s Economic Impact on the Regional Economy that provided a wealth of information demonstrating the significant effect the presence of the university has on the Windham area, not only fiscally but socially and culturally. He noted that the total economic impact on the region is nearly $40 million, with 9.4% of the workforce employed at Eastern. In addition, the many services and volunteer efforts offered by students, faculty and staff have enhanced the lives of the residents. He remarked that Eastern’s focus is not just preparing the student for today and tomorrow but for what they may face in the future for a world that has yet to be envisioned.

Dr. Whitford, representing President Aebersold, reported that one area of focus at Central to respond to workforce needs is through the School of Education in turning out not only highly professional educators who contribute but also by how they teach children to become productive citizens. She noted that not only do Central teacher education students graduate and enter the workforce but that they are more likely to stay in the workforce because of their preparation. Another area is through the graduate programs offered, addressing in particular the shortages of educational leadership through the Ed.D. program. The work they are doing is affecting student achievement and providing critical support for schools today as they face the challenges of the No Child Left Behind Act. Finally, Dr. Whitford noted that the School of Technology is finding a niche in addressing workforce needs through new programs such as biomolecular sciences, biochemistry and computer engineering. Gateway programs to transition students from the Community Technical Colleges to the School of Technology provide for a seamless transfer. Additionally, the school enjoys a 100% placement rate of graduates into career-starting technology positions. She also cited the many programs offered through the O’Neill Center for Public Policy and Social Research and concluded by remarking that the concept of workforce development is very much part
of Central’s enrollment management, leading and maintaining its identity as an institution that meets these needs.

President Schmotter explained his report would concentrate on how Western is meeting workforce needs in the business area. He highlighted the areas of accounting where the advent of Sarbanes-Oxley has dramatically increased the demand for professional accountants. Western offers a number of accounting majors including preparation courses for CPA and CMA certification and the new Center for Financial Forensics. In the area of management information, the courses in the Information Security option are certified by the National Security Administration, one of only 89 schools nationally with this distinction. President Schmotter noted other areas of need such as teacher shortages and programs to increase leadership in education and health administration, and pointed out the programs Western provides in response. In particular, to address the critical shortage of nurses, the university has been able to increase the number of nursing students with the addition of new faculty and more importantly, increased the retention rates because of the high level of cooperation between nursing and science.

Chancellor Cibes commented that all four of the universities are cooperating in the implementation of a federal earmark grant for areas of teacher shortages, and that a $75,000 grant was just received from CHEFA to develop further the nursing education programs at Western and Southern. He remarked that as a Board and a system, we believe in synergy and will not be duplicating programs but working together to meet the workforce needs.

Chairman McHugh stated that this issue is very important to him as a member of the Workforce Competitiveness Board and it is essential to get this information to the legislature so they know what CSU is doing to meet the needs of the state. He commended the presidents on their reports and acknowledged the while the preparation of the material is time-consuming for them and their staff, the trustees very much appreciate this information provided to them each meeting.
CHANCELLOR'S CONSENT ITEMS

Chairman McHugh requested a motion to approve the following two resolutions accepting cash gifts on behalf of Eastern. Mr. Balducci so moved; Mr. Pugliese seconded the motion and it was approved unanimously.

RESOLUTION #1  GIFT TO ECSU-$33,553

WHEREAS, The Eastern Connecticut State University Foundation, Inc. has donated an installment gift of $33,553 to Eastern Connecticut State University, and

WHEREAS, This gift is made possible by the donation of a grant from the Energy Conservation Management Board as administered by the State Department of Public Utility Control originating from United Illuminating as an installment in its support of the Institute for Sustainable Energy, and

WHEREAS, The gift will be used to support the services of the Institute in meeting its objectives, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System accepts the above gift from the ECSU Foundation, Inc., and be it further

RESOLVED, That President David G. Carter convey the gratitude of the Board to the ECSU Foundation, Inc., DPUC, The Energy Conversation Management Board, and to United Illuminating for its support of the Institute’s endeavors.

RESOLUTION #2  GIFT TO ECSU-$179,000

WHEREAS, The Eastern Connecticut State University Foundation, Inc. has donated an installment gift of $179,000 to Eastern Connecticut State University, and

WHEREAS, This gift is made possible by the donation of a grant from the Energy Conservation Management Board as administered by The State Department of Public Utility Control originating from Connecticut Light and Power Company as an installment in support of the Institute for Sustainable Energy, and

WHEREAS, The gift will be used to support the services of the Institute in meeting its objectives, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System accepts the above gift from the ECSU Foundation, Inc., and be it further

RESOLVED, That President David G. Carter convey the gratitude of the Board to the ECSU Foundation, Inc., DPUC, the Energy Conservation Management Board, and to the Connecticut Light and Power Company for its support of the Institute’s endeavors.
ACADEMIC AFFAIRS COMMITTEE

Mr. Doyle reported that the committee met on February 25, 2005 and discussed an update regarding the implementation of the Board’s new policy on student achievement in proficiency courses in English and mathematics. In addition to system data the vice presidents for academic affairs presented information on their universities approaches and success with proficiency courses. They assured the committee that every effort is being made to ensure that all students are informed about the policy. Intersession and summer courses have been added to meet these students proficiency course needs.

Mr. Doyle noted that the new NEASC Standards for Accreditation were distributed. These standards, which will be in effect in 2006, have an increased emphasis on institutional accountability and assessment as well as requirements for the Board that will need to be addressed.

Mr. Doyle reported that a proposal was distributed for a congressional earmark entitled Connecticut State University System Initiative to Address Teacher Shortage. The document presents a CSU system-wide approach to enhance teacher workforce diversity, recruitment and retention in the local school districts where the shortages are most prevalent. The CSU initiative has already secured an earmark for $744,000 in federal FY05 and it is seeking continuation funding in federal FY06 for $1,500,000.

DEVELOPMENT COMMITTEE

Mr. Pugliese reported that the committee held its regular meeting on February 10, 2005 via conference call and considered a request to name the grandstands located in the Balf-Salvin Field at Central Connecticut State University as the Ricky Bottalico Grandstands in recognition of Mr. Bottalico’s generous commitment to the university. In 1999, Mr. Bottalico pledged $100,000 to the CCSU Foundation, Inc. in support of the Frank Marietta Athletic Scholarship Fund. Mr. Bottalico fulfilled this commitment in four annual payments of $25,000, the last payment received on December 20, 2002. As the result of Mr. Bottalico’s generosity, an additional $50,000 was generated for the Scholarship Fund through the State Endowment Matching Grant Program.
Mr. Pugliese moved approval of the resolution; Mr. Balducci seconded the motion and it was approved unanimously.

WHEREAS, In December 1999, Ricky Bottalico pledged $100,000 to the CCSU Foundation, Inc. in support of the Frank Marietta Athletic Scholarship Endowment Fund, and

WHEREAS, Mr. Bottalico fulfilled this commitment in four annual payments of $25,000 with the last payment received on December 20, 2002, and

WHEREAS, The generosity of Mr. Bottalico will serve to the benefit of Central Connecticut State University, and

WHEREAS, Interim President Robert Aebersold has respectfully recommended naming the Grandstands in the Balf-Savin Field in honor of Mr. Bottalico in recognition of this gift, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System hereby designates the Grandstands in the Balf-Savin Field at Central Connecticut State University to be known now and hereafter as the Ricky Bottalico Grandstands.

Mr. Pugliese commented that the quarterly gift income reports from the universities were reviewed. The universities continue to make progress in meeting their Development goals despite many of the resource obstacles that they face. However, he noted that the committee is looking forward to the outcome of the combined efforts of the Board, system office staff, university presidents and their key staff and the university foundations in charting a positive course for the system in the enhancement of these efforts. The newly appointed presidents have taken seriously the Board’s charge in assessing the development opportunities at their respective universities and the committee will keep the Board updated on the progress of these efforts.

FINANCE AND ADMINISTRATION COMMITTEE

Mr. Krapek reported that the committee met on February 25, 2005, and recommends the following resolutions:

Pre-Employment Background Verification Policy at the Connecticut State University System: The proposed policy sets forth uniform requirements and guidelines for performing background investigations on all individuals for whom employment will be tendered. This policy has been developed and approved by the System Office and the four universities. CSU, through its contracted vendor, Sterling Testing Systems of New York, will perform these background investigations. The level of investigation will vary,
depending upon the nature of the position and the information to be gathered. The pricing structure for such investigations will also vary. While the base pricing is based on a three-tier service level, there is flexibility to mix and match the different types of services in a "cafeteria" fashion; the final price would vary according to the services selected.

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

WHEREAS, The Connecticut State University System and its four universities values its reputation for maintaining high standards in the caliber of its employees, and

WHEREAS, The Federal Campus Sex Crimes Prevention Act requires the university to advise the campus community regarding sex offenders, and

WHEREAS, The Connecticut State University System and its four universities seek to hire employees of the highest integrity in order to maintain a safe University community, now therefore, be it

RESOLVED, That the Board of Trustees approve the attached Pre-Employment Background Verification 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.

Pre-employment Background Verification Policy at the Connecticut State University System

Introduction/Purpose:

The Connecticut State University (CSU) System and its four universities value their reputation for honesty and integrity. Therefore, in order to ensure the hiring of employees of the highest integrity and to maintain a safe university community, the CSU System and its four universities will conduct pre-employment background investigations on all individuals for whom employment is to be tendered. This policy sets forth the requirements and guidelines for performing such background investigations.

Policy:

All regular, full-time and part-time external candidates for employment with a CSU university or the CSU System Office, as well as potential re-hires with a break in service, must undergo a pre-employment background investigation according to this procedure as part of the employment screening process. Full-time and part-time employees including University Assistants, Lecturers and other temporary and contracted employees are covered by this policy.

No external employment candidate may begin work for the University or the CSU System until the appropriate screenings have been completed. The background investigation may reveal certain information that may disqualify the candidate from further consideration for the position. Special circumstances may, on occasion, require an applicant to start work before all pre-employment background checks are completed. Such exceptions may occur only with prior
approval by the Chief Personnel Officer at the University, or by the Chief Administrative Officer or Executive Officer for Human Resources at the CSU System Office. Written notification will be sent to the applicant that continued employment is contingent upon completion of a pre-employment background investigation acceptable to the university or the CSU System Office.

Elimination of a candidate from consideration for hiring on the basis of information revealed by the background investigation must be reviewed and approved by the Chief Personnel Officer at the university, or by the Chief Administrative Officer or Executive Officer for Human Resources at the CSU System Office. Access to the background investigation shall be limited to the President and the Chief Personnel Officer or their designees at the University or the Chancellor, Chief Administrative Officer or Executive Officer for Human Resources at the CSU System Office.

Procedure:

The CSU System has selected an approved background investigation vendor. All universities within the CSU System will utilize a background investigation vendor approved by the CSU System for pre-employment background investigations and shall comply with this procedure.

1. Notification & Authorization

Candidates will be informed during the pre-employment process that selection is subject to completion of a background investigation acceptable to the university or the CSU System Office. Applicants who have been designated as finalists for positions will be required to complete a consent form, which requests specialized information for use by the approved background investigations vendor, and an application for employment. The Chief Personnel Officer or designee at the university, or the Chief Administrative Officer or Executive Officer for Human Resources at the CSU System Office, will initiate all background investigations.

2. Collecting Background Information

Before awarding the position, the University or CSU System Office will conduct the following pre-employment background check on all candidates:

- Social Security Verification;
- Prior Employment Verification;
- Education Verification (highest level);
- Residence Verification;
- Criminal Background Investigation  Local, State, & Federal;
- Sexual Offender Database Search.

In addition, candidates for designated positions may also be subject to the following additional types of checks, depending on the requirements of the position:

- Motor Vehicle Record;
- Professional Reference Checks;
- State/Federal Civil Litigation, Lien & Judgments;
- Credit Verification;
- Corporate Filing and Status Search;
- Media Search;
- Professional Licensing Check.
University and CSU System Office human resources departments will maintain a summary of job classifications and applicable categories of inquiry that may be amended as necessary by the university or CSU System Office as needs and requirements may evolve.

3. **Use of Background Investigation Results**

Listed below are examples of factors that may disqualify an applicant for employment (this is not an all inclusive list, merely examples):

- Inconsistency of information provided by the candidate versus that obtained by the background investigation. (Examples might include, but not be limited to, significant differences in prior employment dates, education obtained, or licenses held.)
- Omissions of significant information by the candidate. (Examples might include, but not be limited to, failure to disclose being dismissed for cause or loss of certifications qualifying the applicant for the position.)
- Unsatisfactory information uncovered by the background investigation. (Examples might include, but not be limited to the following: Recent felony or misdemeanor convictions related to the position applied for; unsatisfactory job performance on a prior job; poor attendance or disciplinary problems on a prior job; record of moving violations (for a job requiring driving a University or state vehicle); credit history that would indicate an inability to manage finances or which would create undue personal financial pressure (for jobs handling management of significant financial resources).

4. **Fair Credit Reporting Act (FCRA) Compliance:**

The FCRA and the regulations promulgated there under are intended to give a candidate for employment the opportunity to correct any factual errors in his or her consumer report, as defined in the FCRA, before an adverse employment action is taken. The candidate must be provided notice of any disqualifying information revealed by the consumer report, including, but not limited to, credit history information, and a reasonable period of time to correct discrepancies.

When the university or CSU System Office receives information in a consumer report that will disqualify a candidate from consideration, the university or CSU System Office will comply with the following FCRA protocol:

- The candidate shall be sent a letter notifying him/her that the University or CSU System Office has received disqualifying information from the consumer report.
- To the letter shall be attached a copy of the report and a summary of the candidate’s rights under FCRA.
- The notification shall be sent to the candidate before any adverse employment action may be taken based on the consumer report.
- After five (5) business days, barring the receipt of any new information that changes or clarifies the consumer report and eliminates any discrepancies, the university or CSU System Office shall send the candidate a second letter rejecting his/her candidacy based on the disqualifying information generated by the consumer report.
5. **Record Retention:**

All information obtained, as part of a background investigation, shall be held in strictest confidence. Documentation shall be retained for the appropriate retention period for employment records promulgated by the State of Connecticut and by university and CSU System Office personnel search policies and procedures. Such records shall not be included in an employee’s personnel file. Unauthorized disclosure of information gathered through the background investigation will not be tolerated and may subject the discloser to disciplinary action.

6. **Use/Review Criteria:**

a. **Criminal Convictions:** The universities and the CSU System Office will not knowingly hire applicants who have been convicted of job-related crime within the allowable reportable time period for reporting such offenses. This time period is normally seven (7) years. This also applies to those situations when the date of disposition, release, probation, or parole (whichever is most recent) relating to the crime occurred within the past seven (7) years.

Pursuant to Connecticut General Statutes Sections 46a-79 and 46a-80, in determining whether conviction of a criminal offense will disqualify an applicant for a particular position, the following factors will be considered:

- The nature of the offense and its relationship to the position;
- The degree to which the applicant has been rehabilitated; and
- The length of time elapsed since conviction.

Notification of rejection of employment will be sent via registered mail and will specifically describe the evidence presented and state the reason(s) for disqualification.

b. **Pending Criminal Charges:** If the university or CSU System Office becomes aware that the applicant has criminal charges that are currently pending, but no court disposition has yet been made, the university or CSU System Office shall assess the criminal charges on a case-by-case basis to determine if the charges are job-related.

Pursuant to Connecticut General Statutes Section 46-80(d), no record of arrest that was not followed by conviction, or record of conviction that has been erased, shall be considered in connection with an application for employment.

c. **Accelerated Rehabilitation:** The university or CSU System Office is not prohibited from considering accelerated rehabilitation or other alternative dispositions when evaluating an applicant. The university or CSU System Office shall consider the accelerated rehabilitation as it would a pending charge.
d. **Motor Vehicle Records Check**: Motor vehicle records which evidence a revoked or restricted driver's license, invalid driver's license, or traffic violations (including, but not limited to, alcohol-related violations) shall be reviewed as they relate to positions requiring driving duties and in conjunction with all other factors disclosed by the background investigation.

e. **Credit History**: An applicant's credit history shall be reviewed as it relates to jobs requiring financial responsibilities. An applicant's credit history shall be considered in conjunction with all other factors disclosed by the background investigation and alone shall not be a determining factor in denying employment.

**Statutory/Administrative Regulation:**

Fair Credit Reporting Act  
Connecticut General Statutes, Sections 31-51i, 46a-79, 46a-80, 46a-80(d), 46b-146, 54-760, 54-142a

**Responsible Function Area:**

Office of Human Resources

*Amendment to Fee Schedule and Refund Policy*: The current Food Service refund policy states that Food Service Fees are to be refunded upon withdrawal from university housing or the University. Participation in Food Service is often a requirement of residency in on-campus student housing. However, it does not automatically follow that just because a student withdraws from university housing they want to withdraw from the food service program. This proposal amends the existing refund policies to give students the option to remain on the food service plan upon withdrawal from university housing, if they so desire, by requiring that the student specifically request withdrawal from the food service program upon withdrawal from university housing, when the intent is to withdraw from both. To ensure that the student's reasons for withdrawing from food service are sound, and that they have planned alternatives to the university food service, the proposal also states that the university must concur with the student's request to withdraw from the food service program upon withdrawal from university housing.

The amendment also provides the university the flexibility to prorate using number of days or number of meals, as may be appropriate for the type of meal plan being refunded, in addition to number of weeks, which is the only proration option currently allowed. The proration requirement be applied to the meal portion of the plan...
only with the cash component of the food service fee refunded according to procedures established at each university. The changes to the refund policy would be effective commencing with students admitted to the university for Academic Year 2005-06.

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

WHEREAS, Pursuant to the provisions of Section 10a-99 of the Connecticut General Statutes, ...the Board of Trustees of the Connecticut State University System shall fix fees for tuition and shall fix fees for such other purposes as the board deems necessary at the university, and may make refunds of the same, and

WHEREAS, The current Food Service refund policy states that Food Service Fees are to be refunded upon withdrawal from university housing or the University, and

WHEREAS, A student’s withdrawal from university housing does not necessarily mean that they desire to withdraw from the food service program, and

WHEREAS, The current Food Service refund policy states, Full weeks will be used to prorate, and

WHEREAS, Food plans at the universities have evolved beyond the traditional “19 meals per week” plan to include plans with a certain number of total meals and sometimes a cash component that is available through activation on a meal card or the university’s “one card”, and

WHEREAS, The types of food plans with cash components offered at each university vary, and

WHEREAS, The cash component of each food plan is relatively small compared to the total plan, and

WHEREAS, Each university has developed internal procedures to deal with this cash component when refunding the Food Service fee, since this component does not necessarily lend itself to proration in all cases, therefore be it

RESOLVED, That the Food Service Fee portion of the Fee Schedule and Refund Policy enumerated in BR#03-65 be amended as set forth in the attachment to this resolution, and be it further

RESOLVED, That these amendments to the Fee Schedule and Refund Policy are effective for Academic Year 2005-06.
**FEE SCHEDULE AND REFUND POLICY**

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<th>FEE</th>
<th>TIME DUE</th>
<th>REFUND POLICY*</th>
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<td><strong>Food Service Fee</strong></td>
<td>Fall Semester not later than August 1</td>
<td>• Meal portion of fee refundable, on a prorated basis, upon withdrawal from the University; or upon withdrawal from University housing at the request of the student and contingent upon the concurrence of the University. The discretionary cash component of the food service fee, if any, will be refunded according to procedures established at each University.</td>
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<td>Spring Semester not later than January 2</td>
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*All refunds will be made automatically upon formal withdrawal from a University.

Mr. Krapek reported that the Committee also heard a report regarding the tenure status of CSU Full-time Faculty, which we suggested be shared with the Academic Affairs Committee; and reviewed mid-year progress reports regarding the current year’s approved spending plans together with any requests for changes to authorized spending caps. Overall, the mid-year update indicates that the System is heading toward a respectable surplus (of $5.2 million) at the end of the year, mainly due to slower than expected hiring of full-time positions.

**STUDENT LIFE COMMITTEE**

Mr. Doran reported that the Student Life Committee met on February 14, 2005 and recommended approval of the following resolution:

*Amending Guidelines for Health Services:* The original 1976 policy established a number of guidelines for the operation of Health Services at each of the universities, including staffing. This section of the policy is recommended for revision now in order to meet in a timely fashion the need of one university in response to personnel turnover. The proposed amendment will also assist the other universities by aligning the staffing guidelines with the more permissive statutes. The committee agreed that while clinical services should be rendered by a physician or physicians as needed, this does not mean
that the *administrative* services also have to be rendered by a physician. In fact, many health services across the nation are administratively directed by individuals other than physicians—most notably by Nurse Practitioners who bring advanced medical training to the role, Psychological Counselors who often direct mental health services within health services through a 'wellness' model, other health or mental health professionals, and others. The proposed revision replaces prescriptive language for the administrative operation of Health Services, and substitutes permissive language that recognizes that such administrative oversight may be conducted by a host of possibilities—a physician, a nurse practitioner, a licensed psychological counselor or other manager deemed appropriate by the university president. If other changes are found to be necessary after further review, they will come forward at a future meeting.

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

**WHEREAS,** The Board of Trustees continues to provide for the healthful well-being of students and other members of the University community at each of the universities that comprise the Connecticut State University System, and

**WHEREAS,** The operation of health services centers at each of the universities is an important part of providing for such healthful well-being, and

**WHEREAS,** There are two dimensions of operation of university health services centers: the clinical dimension and the administrative dimension, and

**WHEREAS,** Each of the universities provides access to physicians and other healthcare professionals to fulfill the clinical dimension, and

**WHEREAS,** The administrative dimension may be fulfilled by appropriate management conducted by a physician, a nurse practitioner or other health provider, a licensed psychological counselor, or a host of other appropriate wellness managers, therefore be it

**RESOLVED,** That the Board of Trustees guidelines set forth in BR#76-32, which serve as the basis for assuring the healthful well-being of students and other members of the university community, and which pertain specifically to the administrative staffing of university health services centers, be amended to be consistent with the permissive language in state statutes, and be it further

**RESOLVED,** That the flexibility inherent in such permissive language be promoted by allowing the university presidents to determine how best to manage their health services centers, and be it further
RESOLVED, That the Board of Trustees recognizes that the administration of such health services centers may be rendered by a physician, nurse practitioner, other health provider, licensed psychological counselor, or other manager deemed appropriate by the university president.

Mr. Doran stated that the committee also came to closure on the discussion items raised at a previous meeting that pertain to the special needs of transfer students. First, the universities assure that orientation programs for new students include a separate program for transfers. All agreed that the types of issues of significance to transfer students are quite different from the types of issues of significance to first-time, first-year students.

Second, the proposal of possibly setting aside financial aid funds expressly for transfer students was rejected. Transfer students are treated like all other incoming students and thus are not disadvantaged in the financial aid process. Accordingly, a financial aid set-aside for transfers is not called for.

Finally, it was agreed that special student services rendered to transfer students should be delivered much in the same way that other special student services are rendered to other important populations (for example, commuters). That is, through knowledgeable and focused services that are broadly integrated into the mainstream, and not necessarily through a separate office for transfer students.

EXECUTIVE COMMITTEE

Chairman McHugh reported that the committee met on February 25, 2005, and reviewed and received the report of the Auditors of Public Accounts for the System Office for fiscal years ending June 30, 2002 and 2003. The auditors found no instances of noncompliance and management has been very responsive to internal control recommendations.

Chairman McHugh stated that the committee was briefed by PricewaterhouseCoopers on the Letter to Management and introduced Mr. John Mattie of PWC to present both the annual audit report of the combined financial statements for the CSU System and the letter to management.
Mr. Mattie commented that the financial statements reflected a clean report and noted that this is the first time the financial opinion includes the assets of the university foundations as required by federal law.

Mr. Mattie indicated that the letter to management also produced a favorable report, however he called attention to two areas that need to be addressed. The first was the lack of adequate and appropriately skilled staff to exercise the necessary oversight and control of certain financial activities. Second, the lack of progress in improving and standardizing systemwide controls over information system security planning, access and administration.

Chairman McHugh reported that the Executive Committee has had major conversations relative to the IT issue and stated that this is a very, very important area that the committee has directed Chancellor Cibes to move quickly on since the recommendation has been noted for a number of years. He commented that he knows the presidents are committed to resolving this matter.

**CHAIRMAN’S REPORT**

Chairman McHugh thanked Vice Chairman Krapek for leading the dinner meeting with members of Southern’s faculty and President Norton, and for the trustees who took the time to participate. He commented that the discussion was very interesting with a good exchange of information and noted that there is no question that faculty and staff refills must be done for the good of the system in the long run. He remarked that every time positions are not filled, CSU is penalized for saving the money. With 2,500 more students in the system today, more faculty and staff are needed to support them. We have heard the message from state leaders that we must be responsive to keeping the workforce in Connecticut and if we are to do this there is an associated expense.

Vice Chairman Krapek indicated that some things that came up during the conversation show a need to revisit the distribution formula, and a misunderstanding of what is Board policy. In some instances, obstructions to the work of the faculty were attributed to policies that do not even exist.
Chairman McHugh reported that the new Audit Committee met prior to the Board meeting to discuss areas to be addressed so that we will be in compliance with future federal requirements.

Chairman McHugh reminded the trustees that President Schmotter’s inauguration is on April 15th.

**ADJOURNMENT**

Mr. Pugliese moved to adjourn the meeting at 11:20 a.m.; Mr. Balducci seconded the motion and it was approved unanimously.

Respectfully submitted,

Theresa Eberhard-Asch, Secretary