CALL TO ORDER

Following notification of emergency exits and the Board roll call, Chairman Krapek called the meeting to order at 9:05 a.m., declaring a quorum present.

ADOPTION OF AGENDA

Chairman Krapek requested a motion to adopt the agenda as presented. **Trustee Pugliese moved, seconded by Trustee Panciera; the agenda as presented was adopted.**
APPROVAL OF MINUTES

Chairman Krapek requested a motion to accept the Minutes of the April 8, 2010 meetings (open and executive session); Vice Chairman Balducci moved; Trustee Eberhard Asch seconded; motion passed.

CHANCELLOR AND PRESIDENTS REPORT

Chancellor Carter offered his appreciation to the departing student trustees noting that each of them had contributed greatly to the work of the Board and the four CSUS universities. Dr. Carter also expressed his appreciation to President Norton for her many contributions to the success of Southern Connecticut State University during her tenure as President. He added that there were many important initiatives undertaken at the President’s direction for which the students, faculty, and staff have been the beneficiaries.

Dr. Carter commended President Miller, the faculty, staff, and students at Central for their tremendous gains in student retention, graduation rates, and efforts to comply with and implement legislative mandates. Central has taken the lead on many of the issues facing the system such as common course numbering, proficiency testing and the like. The Chancellor noted that the manner by which the Central community has worked together under the president’s leadership is a model for all to emulate.

The Chancellor concluded his remarks by noting that while some may perceive that we will be entering a very difficult year in 2010-11, he sees it as a year of opportunity where the creativity of our faculty, staff, and students will be on display and will carry all through the challenges that lie ahead.

CCSU President Miller presented a video and a narrative covering the following highlights and initiatives at Central over the past year:

- development of needed new academic programs;
- engaging the university with the community;
- becoming a greener university;
- internationalizing the university;
- progress in enrollment in study & course abroad programs;
- international educational resources;
- expansion of facilities (citing new academic building and public safety building);
- increases in student persistence & enrollment;
- a steady rise of 6-year graduation rate; and
- increased employee satisfaction.
ACADEMIC AFFAIRS COMMITTEE

Trustee Doyle reported that the Academic Affairs Committee met on Wednesday, May 5, 2010 at the System Office and recommended the following:

Approval of the Modification of an existing Bachelor of Arts in Psychology to a Bachelor of Science degree program at Eastern Connecticut State University.  Trustee Doyle noted that proposed modification adheres to new recommended goals by the American Psychological Association regarding knowledge base, research methods and critical thinking skills in the field of Psychology.  It is also the culmination of an update of courses that puts this university program up to date with current developments in the field.  The proposed program modification will not require any additional resources and all curricular changes have been already implemented through a sustained effort over several years.

Trustee Motley moved the resolution; Trustee Eberhard Asch seconded and the following resolution was unanimously approved.

RESOLVED, That the Board of Trustees for the Connecticut State University System approves Eastern Connecticut State University’s proposal to modify its Bachelor of Arts degree program in Psychology to a Bachelor of Science in Psychology, and be it further

RESOLVED, That the president of Eastern Connecticut State University provide documentation and seek approval of this modification as appropriate with the Board of Governors for Higher Education.

AUDIT & RISK MANAGEMENT COMMITTEE

Trustee Sholtis reported that the Audit and Risk Management Committee met on Thursday, May 6th and received a report from PricewaterhouseCoopers, the independent auditors for the CSU System, wherein they reviewed highlight of their plan for the audit of the fiscal year 2010 Combined Financial Statements of the CSU System.  Trustee Sholtis shared the following highlights from the review:

- This will be the fifth year of a five year audit arrangement with PwC for the audit of the System’s combined financial statements.  The PwC engagement team for the 2010 audit contains some slight changes, including the departure of one of the Engagement Senior Managers and the introduction of a new Manager.  However, the lead engagement partner, Lee Ann Leahy, remains the same, as does Rex Roberts, the Information Technology Manager; and no impact is expected as a result of the revisions.
- The focus of the IT audits at each university will be on key IT domains, including security, change management, IT governance, operations, and application development, including the
recent upgrade to Banner 8. The nature and extent of work at each location will be based on assessed risk.

- PwC will begin their interim field work this month, and work through July. The year-end field work will take place in September and October, with financial statement and management Letter completion anticipated in early December and a final report to the Audit Committee and the Board scheduled for January or February of next year.

Trustee Sholtis added that this would be the fifth year of a five year contract arrangement with PwC for audit of CSUS’s financial statements. An RFP for audit services was issued in April, and the Bid responses were opened on May 4 and were in the process of undergoing evaluation for the committee’s review at the July meeting.

The Audit & Risk Management Committee was also informed that the New England offices of UHY, the firm that has been engaged to conduct our CSUS 2020 audit, has merged with the accounting firm of Marcum LLP. Other than the company name, there will be no changes to the CSUS 2020 audit team. The Committee also received a report from Mr. Mitch Knight, the director of Internal Audit, on the status of Internal Audit activities.

FINANCE AND ADMINISTRATION COMMITTEE

Trustee Messina reported that the Finance and Administration Committee met on Thursday, May 6th, and had three action items for the Board’s consideration.

**Resolution concerning Tuition & Fee Refund Policy.** Trustee Messina noted that over the past year, the System Office and the four universities completed an analysis of CSUS’s tuition refund policy, which had not been updated since FY2001. Compared to 17 competitor universities, CSUS’s refund policy was found to be considerably more stringent, particularly for withdrawals in the first week of class. The review recommended revisions to the policy in the following three areas, none of which would have a significant impact on the revenues or costs of the Universities:

1. Increase the amount of refund given to full-time students if they withdraw during the first week of classes from a 60% refund to 90% refund, bringing the policy in line with those of competitor universities.
2. Align the refund policy for part-time students with those of students attending full-time.
3. Eliminate the separate refund policy for e-learning, now that e-learning is a widely accepted and mainstream educational platform.

Trustee Messina added that adoption of the recommended changes to the refund policy would insignificantly impact revenues and costs to the university and would benefit students.
Trustee Rosa moved the resolution; Trustee Panciera seconded and the following resolution was unanimously approved.

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 refund policy had not been reviewed and updated since 2000, and

WHEREAS, The full-time tuition and fee refund policy in place is significantly more stringent than those of our competitors, particularly in the first week of the semester, and

WHEREAS, In June of 2009, course fee charges for part-time students attending in the fall and spring semesters were converted from an Extension Fee model to a Tuition and General University Fee model, and

WHEREAS, The existing refund policy for part-time charges was significantly different from that for full-time tuition and fees, and

WHEREAS, The refund policies for full-time and part-time charges should be comparable, and

WHEREAS, Given that e-learning is an accepted mainstream pedagogical platform there is no need for a separate refund schedule for courses offered on line, therefore be it

RESOLVED, That the Tuition and Fee Refund Policy set forth in the attachment to this resolution is effective for Academic Year 2010-11, and be it further

RESOLVED, That Board Resolutions 2003-65 and 2005-9 are rescinded.

TUITION AND FEE REFUND POLICY

In accordance with the Higher Education Amendments of 1998 (Public Law 105-244), the Federal government mandates that students receiving Title IV assistance who withdraw from all classes may only keep the financial aid they have “earned” up to the time of withdrawal. Title IV funds that were disbursed in excess of the earned amount must be returned by the university and/or the student to the Federal government. This could result in the student owing funds to the university, the government, or both. The amount of unearned aid to be returned is based on the percentage of enrollment period completed.

The refund policy below excludes the effect of the return of Title IV funds. Students receiving Federal aid should consult with their university Bursar or Financial Aid office prior to withdrawal in order to determine the financial impact that the return of Title IV funds will have upon the student.

<table>
<thead>
<tr>
<th>FEE</th>
<th>TIME DUE</th>
<th>REFUND POLICY*</th>
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<tbody>
<tr>
<td>Application Fee</td>
<td>Upon Submission of Application</td>
<td>● Non-refundable</td>
</tr>
<tr>
<td>Confirmation Deposit (UG/G)</td>
<td>May 1 or within 15 days of invoicing thereafter</td>
<td>● Non-refundable</td>
</tr>
<tr>
<td>$200 (applied to Tuition/Fees)</td>
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### Re-registration Fee
Upon re-registration
- Non-refundable

### Full-time Tuition and Fees

<table>
<thead>
<tr>
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<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td>not later than August 1</td>
<td>not later than January 2</td>
</tr>
<tr>
<td><strong>Spring Semester</strong></td>
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- Upon withdrawal from the University up to the first day of university-wide classes as defined by the published university calendar, 100% of the amount paid will be refunded;
- 90% of the balance will be refunded during the first week of university-wide classes,
- 60% of the balance will be refunded during the second week of university-wide classes,
- 40% of the balance during the third and fourth weeks of university-wide classes,
- No refund after the fourth week of university-wide classes.

### Housing Deposit $250

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<tr>
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<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td><strong>Fall Semester</strong></td>
<td>not later than April 1</td>
<td>not later than November 1</td>
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<tr>
<td><strong>Spring Semester</strong></td>
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- Non-refundable

### Housing Fee (applies to students who withdraw from university)

<table>
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<th>Fall Semester</th>
<th>Spring Semester</th>
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<tr>
<td><strong>Spring Semester</strong></td>
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</tbody>
</table>

- Upon withdrawal from the University up to and including the first day of university-wide classes as defined by the published university calendar, 100% of the balance paid less the housing deposit will be refunded,
- 60% of the balance will be refunded during the first two weeks of university-wide classes,
- 40% of the balance during the third and fourth weeks of university-wide classes,
- No refund after the fourth week of university-wide classes.

### (applies to students who remain enrolled but withdraw from university housing)

- Upon withdrawal from a residence hall up to and
including the first day of university-wide classes as defined by the published university calendar, 100% of the balance paid less the housing deposit and the housing cancellation fee, if applicable, will be refunded.

- No refunds will be made after the beginning of university-wide classes.

### Housing Cancellation Fee
(apply to students who remain enrolled but withdraw from university housing)

- Upon withdrawal from a residence hall 15 to 28 days prior to and including the first day of university-wide classes as defined by the published university calendar, a 10% housing cancellation fee based upon the housing fee after deducting the housing deposit will be assessed.

- Upon withdrawal from a residence hall 1 to 14 days prior to and including the first day of university-wide classes, a 20% housing cancellation fee based upon the housing fee after deducting the housing deposit will be assessed.

### Food Service Fee

- 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.

### Part-time and Summer/Winter Sessions – Registration Fee

- Non-refundable

### Part-time Tuition and General University Fee and

- 100% of the amount paid will be refunded during the first
Summer/Winter Course Fees in length
- 60% of the balance will be refunded during the second week of university-wide classes,
- 40% of the balance will be refunded during the third and the fourth weeks of university-wide classes,
- No refund after the fourth week of university-wide classes.

Summer/Winter Sessions – Courses greater than eight weeks in length
- 100% refund during the first week of classes,
- 60% refund during the second week of classes,
- 40% refund during the third and fourth week of classes,
- No refund thereafter.

Fall, Spring, Summer, and Winter Sessions – Courses three weeks to eight weeks in length
- 100% refund prior to the second class meeting,
- 60% refund prior to the third class meeting,
- 40% refund prior to the fourth class meeting,
- No refund after the beginning of the fourth class meeting.

Fall, Spring, Summer, and Winter Sessions – Courses less than three weeks in length
- 100% refund prior to the second class meeting,
- 60% refund prior to the third class meeting,
- No refund after the beginning of the third class meeting.

Ed.D. Professional Seminar Summer – four full days, not meeting consecutively
- 75% refund within 24 hours of first class meeting
- No refund thereafter

E-Learning On-Line Fee Upon Registration
- Non-refundable

E-Learning Course Fees Included within Full-time and Part-time Refund Schedules Above
Federal regulations require that all refunds be restored to Federal programs in the following priority sequence:

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Unsubsidized Federal Direct Stafford Loans
4. Subsidized Federal Direct Stafford Loans
5. Federal Perkins Loans
6. Federal PLUS Loans received on behalf of the student
7. Federal Direct PLUS received on behalf of the student
8. Federal Pell Grants
9. Federal SEOG Program Aid
10. Other grant or loan assistance authorized by title IV of the HEA

After obligations to the above are satisfied, funds will then be returned to

11. Other State, Private, or Institutional Assistance
12. Student

Refunds of Tuition and Fees under Unusual Circumstances.

Under circumstances beyond the control of the student or in cases where attendance has been denied by the University, the University President may authorize the refunding of tuition and fees otherwise designated as non-refundable.

*All refunds will be made automatically upon formal withdrawal from a University.

Resolution concerning the lease of a portion of the telecommunications tower and surrounding premises at Western Connecticut State University to T-Mobile Northeast LLC. Trustee Messina noted that Western Connecticut State University is requesting permission to enter into a lease agreement allowing T-Mobile Northeast LLC to install its telecommunication equipment on an existing tower at Western in exchange for monthly lease payments of $2,500. T-Mobile will install at its own costs a nine panel antenna on the tower and construct a 10’ x 20’ pad to house equipment cabinets. The T-Mobile work has to conform to all applicable laws and T-Mobile must obtain the necessary licenses, permits and approvals at their expense. The initial term of the lease is five years, with annual lease increases of 3% per year. The agreement can be extended by written notice for additional incremental terms, up to a maximum of 18 years, with continuing annual lease increases of 3% per year.

Trustee Messina moved the resolution; Trustee Panciera seconded and the following resolution was approved (Trustee Wetmore abstained).

WHEREAS, Section 4b-38 of the Connecticut General Statutes provides that the Board of Trustees of the Connecticut State University System may lease land or buildings, and facilities under its control and supervision when such land, buildings or
facilities are otherwise not used or needed for use by the constituent unit and such action seems desirable to produce income or is otherwise in the public interest; and

WHEREAS, T-Mobile Northeast LLC has requested permission from Western Connecticut State University to lease a portion of the telecommunications tower and surrounding premises for installation of antennas and related equipment, and

WHEREAS, It has been determined by Western that the space is not needed for use by the university, and

WHEREAS, The Treasurer of the State of Connecticut has determined that the agreement does not affect the status of any tax-exempt obligations issued by the State of Connecticut, and

WHEREAS, The lease agreement stipulates that use of the property is contingent upon meeting all policies, regulations and laws of local, state and federal agencies, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System approve the lease of space at Western Connecticut State University to T-Mobile Northeast LLC for the installation of communications equipment.

2010 Promotion and Tenure Recommendations Trustee Messina stated that recommendations from each of the four University Presidents and accepted by the Chancellor for faculty promotion and tenure for academic year 2010-11 were reviewed and approved by the Committee. Those tenure and promotion recommendations are brought before you today for approval. Trustee Messina moved accept the recommendations; Trustee Panciera seconded and the 2010-11 promotion and tenure recommendations as submitted to the Finance & Administration Committee on May 6, 2010, were unanimously approved.

The Committee also approved an action relinquishing a right of way over a small parcel of land in New Britain to the Connecticut Department of Transportation to accommodate modifications to the Cedar Street bridge adjacent to the Northeast corner of the Central campus. The bridge modifications are necessary for completion by the State of a nearly 10 mile Bus Rapid Transit corridor between New Britain and Hartford. The matter is essentially an eminent domain action, and the State will provide $7,000 in compensation to the System. Because there was an urgent deadline to respond to the DOT by May 7, Trustee Messina noted that the item had been brought to the Executive Committee for action on behalf of the Board, in accordance with Board bylaws.

Trustee Messina had several information items to share with the Board as noted below:

Fiscal 2010 CSUS 2020 funding of $95 million has been approved for release by the Governor and should be received on or about July 1, 2010. This should allow the System to
continue with the schedule of CSUS 2020 investments that are so critical to meet the future needs of the universities.

The Committee also reviewed the current status of CSUS 2020 Projects, and all but two of the projects are on or close to schedule. One project, a new classroom building at Central was delayed because of performance issues (since corrected) with the design consultant and the lack of available construction funding, which will soon be corrected when fiscal 2010 CSUS 2020 funds are received. Trustee Messina reported that the project was one year behind and slated for completion in late spring of 2013. The other project which had been delayed is the old Student Center at Southern, slated for renovation to accommodate the new School of Business. $3.2 million of the $6.5 million project costs are planned to come from CSUS 2020, and the remaining $3.3 million from pre-2020 funds requiring Bond Commission approval. While the project is ready to bid and only about one month behind schedule, Southern cannot move forward without Bond Commission approval for the remaining funds.

Additionally, the Finance Committee conducted spending hearings with each of the four universities and the System Office. The hearings were conducted with acute knowledge of the State’s fiscal condition, with potential State deficits in fiscal 2012 in the several billion range. Each of the Universities and the System took aggressive action this past year to reduce costs during these difficult economic times, including a 10% reduction in management confidential, a hiring freeze in administrative positions, curtailment of travel and other spending, an overall freeze on merits, and temporary non-tenured special appointments of faculty. These efforts among others are estimated to have resulted in $43 million overall in savings and cost avoidance.

Trustee Messina stated that the System and the Universities continue to prudently manage costs while working to maintain the high level of education students require. While budgeted costs in fiscal 2011 year are projected to increase 7% from the fiscal 2010 budget, principally because of the need to absorb merit increases deferred from last fiscal year and to fill some of the critical positions that were frozen this past year, balanced budgets for fiscal 2011 were presented by all four Universities and the System Office. Tuition and fee increases are projected to fund these cost increases while the level of State appropriations remains flat for the second year in a row despite the 5% increase in full-time students over the past two years. The only disappointing news reported out of the spending hearing was the State legislature’s passage of the fiscal 2011 budget the night before the Committee meeting, which required the System to transfer $13 million of unrestricted fund balances back to the State. This fund balance transfer represents about 2.2% of fiscal 2011 expenditures and, together with the $2 million in fund balances
transferred to the State in FY10, totals a little more than 20% of the Systems overall fund balances. This news came the day of the spending hearings, so the fiscal 2011 budgets the $13 million transfer of fund balances. Each of the University Presidents and the Chancellor confirmed that they had worked on contingency plans to deal with this situation, although it certainly will put a strain on fiscal 2011 operating budgets and lead CSUS into fiscal 2012 less prepared than originally planned.

EXECUTIVE COMMITTEE

Chairman Krapek reported that the Executive Committee met on May 6th and had the following items for the Board’s ratification and approval.

The first item the resolution Angelo referenced in his report, a **resolution concerning Relinquishment of care, custody and control of a parcel of land situated in New Britain, Connecticut to the Connecticut Department of Transportation**. The State Department of Transportation developed plans for a dedicated Bus Rapid Transit (or “BRT”) facility along a 9-mile corridor between downtown New Britain and downtown Hartford. A segment of the proposed route through New Britain will run under Cedar Street adjacent to the west property boundary of Central’s East Campus and pass under Route 9 to downtown New Britain. The Department of Transportation (DOT) notified the System that the Cedar Street Bridge will be reconstructed to accommodate the bus rapid transit facility. DOT has requested the relinquishment of care, custody and control of approximately 2,342 square feet of land from the CSUS to the DOT in order to establish a right of way, allowing DOT access to the BRT at the bridge location. In exchange for the parcel of land, DOT will pay CSUS $7,000. This matter was reviewed and endorsed by the Finance & Administration Committee and moved to the Executive Committee for approval on behalf of the Board. **Trustee Balducci moved to ratify the May 6th action of the Executive Committee in approving the resolution; Trustee Doyle seconded and the action of the Executive Committee in connection with the following resolution was ratified by the full Board.**

WHEREAS, The State Department of Transportation (“DOT”) has developed plans for a dedicated Bus Rapid Transit (“BRT”) facility along a 9.4-mile corridor between downtown New Britain and downtown Hartford, and

WHEREAS, A segment of the proposed route through New Britain will run under Cedar Street, track adjacent to the west property boundary of the Central Connecticut State University (“CCSU”) East Campus and pass under Route 9 running to downtown New Britain, and
WHEREAS, The Cedar Street Bridge adjacent to the northeast corner of CCSU’s East Campus will be reconstructed to accommodate the BRT, and

WHEREAS, As a component of the bridge reconstruction the DOT has requested the relinquishment of care, custody and control of approximately 2,342 square feet of land from the Connecticut State University System (“CSUS”) to the DOT, and

WHEREAS, In exchange, the DOT will provide compensation of $7,000 to the CSUS, therefore be it

RESOLVED That the Board of Trustees for the Connecticut State University System relinquishes care, custody and control of the requested parcel of land to the Connecticut Department of Transportation.

Resolutions honoring outgoing student trustees. Chairman Krapek noted that Andrew Wetmore from Western had tendered his resignation effective May 14th after winning election as President of Western’s Student Government Association. Kolby Williams of Eastern was going to graduate this month having completed his two-year term on the Board and that Alex Rodriguez from Central would remain on the Board until his term expires the end of Jun, however, since the Board doesn’t meet in June, it was appropriate to honor him today on his home turf.

Trustee Williams moved the resolutions; Trustee Panciera seconded and the following resolutions were unanimously approved.

Andrew R. Wetmore

WHEREAS, Andrew R. Wetmore of Western Connecticut State University began his service with the Board of Trustees for the Connecticut State University System in 2007 and was re-elected to an additional term in 2009 by the students of WCSU; and

WHEREAS, Throughout his service as a Trustee, Mr. Wetmore served honorably as a member of the Student Life Committee, participated conscientiously in the work of the Board and has contributed thoughtful insights from the perspective of a student as well as from the perspective of a citizen, and

WHEREAS, Mr. Wetmore has demonstrated a faithful commitment to the welfare of present and future students, and

WHEREAS, Mr. Wetmore has tendered his resignation effective May 14th after having won election as President of the Student Government Association of Western Connecticut State University, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Andrew Wetmore its appreciation for his many contributions to the work of the Board and extends to him its best wishes for a rewarding and fulfilling future.
Kolby Williams

WHEREAS, Kolby Williams was elected to the Board of Trustees for the Connecticut State University System by his fellow students at Eastern Connecticut State University in 2008 and served honorably as a member of the Student Life Committee, and

WHEREAS, Throughout his service as a Trustee, Mr. Williams participated conscientiously in the work of the Board and has contributed thoughtful insights from the perspective of a student as well as from the perspective of a citizen, and

WHEREAS, Mr. Williams has demonstrated a faithful commitment to the welfare of present and future students, and

WHEREAS, Mr. Williams’ service on the Board of Trustees will conclude upon his graduation from Eastern Connecticut State University, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Kolby Williams its appreciation for his many contributions to the work of the Board and extends to him its best wishes for a rewarding and fulfilling future.

Alex Rodriguez

WHEREAS, Alex Rodriguez was elected to the Board of Trustees for the Connecticut State University System by his fellow students in a special election held at Central Connecticut State University in 2009; and

WHEREAS, Throughout his service as a Trustee, Mr. Rodriguez served honorably as a member of the Student Life Committee, participated conscientiously in the work of the Board and has contributed thoughtful insights from the perspective of a student as well as from the perspective of a citizen, and

WHEREAS, Mr. Rodriguez has demonstrated a faithful commitment to the welfare of present and future students, and

WHEREAS, Mr. Rodriguez’ service on the Board of Trustees concludes effective June 30, 2010, therefore be it

RESOLVED, That the Board of Trustees for the Connecticut State University System expresses to Alex Rodriguez its appreciation for his many contributions to the work of the Board and extends to him its best wishes for a rewarding and fulfilling future.
Trustee Wetmore and Trustee Rodriguez each came up and accepted the resolutions from Chairman Krapek and expressed their appreciation for the opportunity to serve the students and the Board of the Connecticut State University System.

Chairman Krapek thanked President Norton for all that she did for Southern and her passionate advocacy on behalf of the students.

**ADJOURNMENT**

Trustee Balducci moved to adjourn; Trustee Williams seconded the motion and the meeting was adjourned at 10:20 a.m.

Respectfully submitted,

Theresa J. Eberhard-Asch, Secretary