



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008

NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-229-1607

TEL. HARTFORD: 203-566-7373

See 77-96

SCR#76-8

See 76-46

See 70-5 and also

May 9, 1976

Regular Session

Minutes

RESOLUTION

concerning

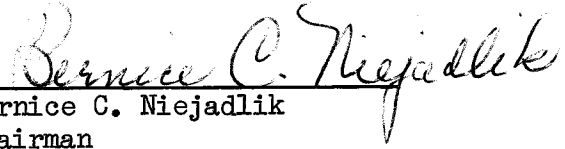
THE RESPONSIBILITIES OF THE EXECUTIVE SECRETARY AND THE COLLEGE PRESIDENTS

January 9, 1976

- WHEREAS, The Trustees wish to clarify, reaffirm, and further define the position taken in their Resolution SCR 70-5, dated January 9, 1970, and
- WHEREAS, The cited Resolution declares that the College Presidents are the Chief Administrative Officers of their respective Colleges and that the Executive Secretary is the Chief Administrative Officer of the System, and
- WHEREAS, The cited Resolution was intended to provide the Colleges with the level of autonomy needed for effective functioning and to provide the level of unity needed as a system for effective governance by the Trustees and for effective relations with public and non-public agencies outside the Connecticut State Colleges, now, therefore, be it
- RESOLVED, That the College Presidents shall, in their capacity as the Chief Executive Officers of their respective Colleges, continue to have direct access to the Board and shall, by virtue of their direct appointments by the Board, continue to be directly responsible to the Board for the proper functioning of their respective Colleges, and be it further
- RESOLVED, That the Executive Secretary shall be the Chief Executive Officer for the Connecticut State Colleges and shall bear the title of Chief Executive Officer for the Connecticut State Colleges, and be it further
- RESOLVED, That communications to other agencies of government involving matters of policy, matters likely to cause public concern, or matters believed to be of high significance shall be conducted under the direction of the Chief Executive Officer for the Connecticut State Colleges, and be it further

RESOLVED, That the Board hereby reaffirms that the Chief Executive Officer for the Connecticut State Colleges has the responsibility to execute the policy of the Board and has the authority to speak for and act for the Board.

A Certified True Copy:


Bernice C. Niejadlik
Bernice C. Niejadlik
Chairman

March 11, 1976

The Honorable M. Martin and H. Klebanoff
Co-Chairmen, Education Committee

The Honorable A. Beck and J. Clynes
Co-Chairmen, Finance Committee
State Capitol
Hartford, Connecticut

Dear Senators Beck and Martin and the Messrs. Clynes and Klebanoff:

This letter is intended to clarify further Board Resolution #76-8 as it pertains to communications. It is the Trustees desire to maintain the identity of the individual Colleges and to allow them to conduct their internal affairs within the policies established by the Board. It is also the desire of the Trustees to maintain the identity of the Connecticut State Colleges as a system in the relationship to persons and agencies outside the Colleges. It is a further desire of the Board that the Trustees be informed through the Central Executive Office of the work of the Colleges and of developments which may cause public concern. The guidelines are as follows:

1. In emergency situations the College President or a person designated by the College President is expected to take whatever action is needed without concern over channels of communication. The Executive Secretary should be informed of the nature of the emergency and of the action taken as soon as is practical.

2. The normal day-by-day operations should follow the procedures established by the Board of Trustees or by other State agencies. Upon request of the Executive Secretary, copies of correspondence or reports passing between or among the Colleges and such agencies are to be provided for the Central Office. Deviations from standard operations procedure should be reported to the appropriate person on the Central Executive Staff.

3. Inquiries addressed to the Attorney General should be made only by the Central Executive Staff except in cases where the Executive Secretary or a Central Executive Staff Officer requests the College to make a direct inquiry.

4. Communications addressed to the Governor's Office, to a Commissioner, or to the Commission for Higher Education which require action by the office concerned should be made only by the Central Executive Staff.

5. Response to the Auditors' Reports should be made through the Executive

Letter to Senators Beck and Martin and the Messrs. Blynes and Klabenoff
Page Two
March 11, 1976

Secretary who will refer them to the Trustees' Budget Committee.

6. Direct communications to the College from elected officials should be replied to directly; however, a copy of a written response should be sent to the Executive Secretary.

7. Information requested by the Central Executive Staff should be furnished as requested. If the request cannot be met, the Executive Secretary should be informed of the circumstances.

Yours very truly,

(Mrs.) Bernice G. Hilditch
Chairman, Board of Trustees for the
Connecticut State Colleges

BCN:gh

cc: The Hon. R. D. Houley and J. G. Groppo
Co-Chairmen, Appropriations Committee
The Hon. E. T. Grasso, Governor of the State of Connecticut
Attorney General C. R. Ajello
Commissioner J. O. Tepper, Office of Finance and Control
Commissioner F. Roschando, Office of Personnel
Commissioner R. Weinerman, Department of Public Works
Chancellor L. Rabinsau, Commission for Higher Education



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BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. Box 2008

NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-229-1607

TEL. HARTFORD: 203-566-7373

January 26, 1976

Dr. Louis Rabineau
Chancellor
Commission for Higher Education
340 Capitol Avenue
Hartford, Connecticut

Dear Dr. Rabineau:

As the enclosed resolution of our Board, No. 76-8, dated January 9, 1976, indicates, action has been taken to change the title and the responsibilities of our Executive Secretary. I request that this action be confirmed by the Commission for Higher Education.

Sincerely,

Bernice C. Niejadlik
Chairman

BCN/b
encl.

cc: Dr. J.A. Frost



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BOARD OF TRUSTEES FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050
TEL. NEW BRITAIN: 203-229-1607 TEL. HARTFORD: 203-566-7373

Handwritten:
3/15/76
g.c.

March 11, 1976

To the College Presidents: Dr. Robert M. Bersi (WCSC)
Dr. F. Don James (CCSC)
Dr. Manson Van B. Jennings (SCSC)
Dr. Charles R. Webb (ECSC)

This letter is intended to clarify further Board Resolution #76-8 as it pertains to communications. It is the Trustees desire to maintain the identity of the individual Colleges and to allow them to conduct their internal affairs within the policies established by the Board. It is also the desire of the Trustees to maintain the identity of the Connecticut State Colleges as a system in the relationship to persons and agencies outside the Colleges. In exercising their responsibility to govern the Colleges the Trustees must have access to information concerning the Colleges and must be able to monitor the work of the Colleges. Consequently, the Board desires that the Trustees be informed through the Central Executive Office of the work of the Colleges and of developments which may cause public concern. The guidelines are as follows:

1. In emergency situations the College President or a person designated by the College President is expected to take whatever action is needed without concern over channels of communication. The Executive Secretary should be informed of the nature of the emergency and of the action taken as soon as is practical.

2. The normal day-by-day operations should follow the procedures established by the Board of Trustees or by other State agencies. Upon request of the Executive Secretary, copies of correspondence or reports passing between or among the Colleges and such agencies are to be provided for the Central Office. Deviations from standard operations procedure should be reported to the appropriate person on the Central Executive Staff.

3. Inquiries addressed to the Attorney General should be made only by the Central Executive Staff except in cases where the Executive Secretary or a Central Executive Staff Officer requests the College to make a direct inquiry.

March 11, 1976

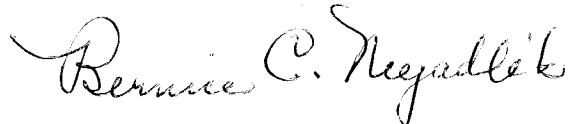
4. Communications addressed to the Governor's Office, to a Commissioner, or to the Commission for Higher Education which require action by the office concerned should be made only by the Central Executive Staff, except in cases where the Executive Secretary or a Central Executive Staff Officer requests the College to communicate directly.

5. Response to the Auditors' Reports should be made through the Executive Secretary who will refer them to the Trustees' Budget Committee.

6. Direct communications to the College from elected officials should be replied to directly; however, a copy of a written response should be sent to the Executive Secretary.

7. Information requested by the Central Executive Staff should be furnished as requested. If the request cannot be met the Executive Secretary should be informed of the circumstances.

Yours very truly,



(Mrs.) Bernice C. Niejadlik
Chairman, Board of Trustees for the
Connecticut State Colleges

BCN/b

cc: The Hon. E. T. Grasso, Governor of the State of Connecticut
Attorney General C. R. Ajello
Commissioner J. O. Tepper, Officer of Finance and Control
Commissioner F. Rossomando, Office of Personnel
Commissioner R. Weirnerman, Department of Public Works
Chancellor L. Rabineau, Commission for Higher Education
Dr. James A. Frost, Executive Secretary, Board of Trustees for the
Connecticut State Colleges

January 26, 1976

Dr. Louis Rabineau
Chancellor
Commission for Higher Education
340 Capitol Avenue
Hartford, Connecticut

Dear Dr. Rabineau:

As the enclosed resolution of our Board, No. 75-5, dated January 9, 1976, indicates, action has been taken to change the title and the responsibilities of our Executive Secretary. I request that this action be confirmed by the Commission for Higher Education.

Sincerely,

Bernice C. Nisjadlik
Chairman

BCH/b
encl.

cc: Dr. J.A. Frost



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008

NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-229-1607

TEL. HARTFORD: 203-566-7373

RESOLUTION

concerning

THE RESPONSIBILITIES OF THE EXECUTIVE SECRETARY AND THE COLLEGE PRESIDENTS

January 9, 1976

- WHEREAS, The Trustees wish to clarify, reaffirm, and further define the position taken in their Resolution SCR 70-5, dated January 9, 1970, and
- WHEREAS, The cited Resolution declares that the College Presidents are the Chief Administrative Officers of their respective Colleges and that the Executive Secretary is the Chief Administrative Officer of the System, and
- WHEREAS, The cited Resolution was intended to provide the Colleges with the level of autonomy needed for effective functioning and to provide the level of unity needed as a system for effective governance by the Trustees and for effective relations with public and non-public agencies outside the Connecticut State Colleges, now, therefore, be it
- RESOLVED, That the College Presidents shall, in their capacity as the Chief Executive Officers of their respective Colleges, continue to have direct access to the Board and shall, by virtue of their direct appointments by the Board, continue to be directly responsible to the Board for the proper functioning of their respective Colleges, and be it further
- RESOLVED, That the Executive Secretary shall be the Chief Executive Officer for the Connecticut State Colleges and shall bear the title of Chief Executive Officer for the Connecticut State Colleges, and be it further
- RESOLVED, That communications to other agencies of government involving matters of policy, matters likely to cause public concern, or matters believed to be of high significance shall be conducted under the direction of the Chief Executive Officer for the Connecticut State Colleges, and be it further

RESOLVED, That the Board hereby reaffirms that the Chief Executive Officer for the Connecticut State Colleges has the responsibility to execute the policy of the Board and has the authority to speak for and act for the Board.

A Certified True Copy:

Bernice C. Niejadlik
Chairman



STATE OF CONNECTICUT

COMMISSION FOR HIGHER EDUCATION

P.O. BOX 1320 • HARTFORD, CONNECTICUT 06115

AREA CODE 203 566-3912

November 27, 1974

Dr. James A. Frost
Executive Secretary
Board of Trustees for
The State Colleges
P. O. Box 2008
New Britain, Connecticut 06050

Dear Jim:

In reviewing the matter of the proposed change in title of Associate Executive Secretary to Executive Officer for Academic Affairs in the central office of the Board of Trustees for State Colleges, I find that it had not been included as an action item for a logical reason. According to Section 10-324 of the General Statutes the Commission shall approve the size, duties, terms and conditions of employment of the executive staff of the constituent units. I do not see a position title as a specific item to be approved though it might be so considered if duties changed with a title change. In this case, since duties and salary remain the same, it does not seem that the statutes assign approval responsibility to the Commission.

If you wish this to be acted upon by the Commission, I will be pleased to add it to the next agenda.

Sincerely,

W. Robert Bokelman
Director

WRB:kkk



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. Box 3008 NEW BRITAIN, CONNECTICUT 06050
TEL. NEW BRITAIN: 203-239-1007 TEL. HARTFORD: 203-565-1373

RESOLUTION

Concerning

The Responsibilities of the Executive Secretary and the
College Presidents

January 9, 1976

WHEREAS, The Trustees wish to clarify, reaffirm, and further define the position taken in their Resolution SCR 70-5, dated January 9, 1970, and

WHEREAS, The cited Resolution declares that the College Presidents are the chief administrative officers of their respective Colleges and that the Executive Secretary is the chief administrative officer of the system, and

WHEREAS, The cited Resolution was intended to provide the Colleges with the level of autonomy needed for effective functioning and to provide the level of unity needed as a system for effective governance by the Trustees and for effective relations with public and non-public agencies outside the Connecticut State Colleges, now, therefore, be it

RESOLVED, That the College Presidents shall, in their capacity as the Chief Executive Officers of their respective colleges, continue to have direct access to the Board and shall, by virtue of their direct appointments by the Board, continue to be directly responsible to the Board for the proper functioning of their respective Colleges, and be it further

RESOLVED, That communications to other agencies of government involving matters of policy, matters likely to cause public concern, or matters believed to be of high significance shall be conducted under the direction of the Chief Executive Officer of the Connecticut State Colleges, and that the routine business of the Board shall be conducted through the Chief Executive Officer of the Connecticut State Colleges, and be it

RESOLVED, That the Executive Secretary shall be the Chief Executive Officer for the Connecticut State Colleges and shall bear the title of Chief Executive Officer, and be it resolved

for the Connecticut State Colleges

RESOLVED, That the Board hereby reaffirms that the Chief Executive Officer
¹⁰² the Connecticut State Colleges has the responsibility to
execute the policy of the Board and has the authority to speak
for and act for the Board

A Certified True Copy:

James A. Frost
Executive Secretary

January 9, 1970

Exhibit C

Enclosure "B"

RESOLUTION

concerning

*B/T
Relationship*The Responsibilities and Services of the Executive Secretary
and the Central Office of the Board of Trustees for State Colleges

RESOLVED, That the Board of Trustees for State Colleges approves the role of the Executive Secretary and the Central Office as described in Part III of the "Report on Centralization" dated January 9, 1970, with the following additions:

- (1) That the Executive Secretary be the spokesman for the Board of Trustees and the colleges (i.e., for the "system") in relations with the Commission for Higher Education and the executive and legislative branches of government. (The presidents and their administrative associates would not be excluded from communication: the Executive Secretary and the presidents would be expected to work together in this regard and the presidents would be expected to work directly with State officials in matters involving the day to day operations of the colleges and in special situations).
- (2) That the Executive Secretary give his professional recommendation concerning all matters placed before the Board of Trustees for consideration or action. (The Board could also solicit advice from the presidents, who would be expected to attend Board meetings, and from other sources. Should the Executive Secretary's recommendation be in conflict with the advice of one or more presidents, he and the presidents would be expected to explain the conflict and give reasons for their recommendations prior to the Board's vote).

(3) That the Executive Secretary take leadership in the development of policy proposals when he sees the need or is instructed by the Board or its committees. (The Executive Secretary and the presidents are expected to work together closely in the administrative coordination of the State College System, in the formulation of policy proposals and in the implementation of the Board's decisions. In all of this the Executive Secretary is not expected to make administrative decisions or perform administrative functions within the colleges because such responsibilities and functions are delegated to the presidents: the Executive Secretary is the chief administrative officer of the system, the presidents the chief administrators of the colleges.)

REPORT ON CENTRALIZATION (cont.)

January 9, 1970

PART III

UPDATED STATEMENT OF THE ROLE OF THE CENTRAL OFFICE
DESCRIBING THE MAIN FEATURES OF
ITS CURRENT OPERATION

(Submitted to Personnel Committee
on September 30, 1969)

2. THE ROLE OF THE CENTRAL OFFICE.

The Board of Trustees maintains an appropriately staffed Central Office supervised by an Executive Secretary.

Under policies established by the Board of Trustees and with the support of Central Office staff and resources, the Executive Secretary:

- (1) Provides assistance to the Board of Trustees and its committees.
 - A. Works with Board and committee chairmen to schedule meetings and establish quorums.
 - B. Works with Board chairman to determine agenda for Board meetings and with committee chairmen for committee meetings.
 - C. Works with others as necessary in developing and preparing background information and supporting material for Board and committee meetings.
 - D. Prepares reports and recommendations as needed for Board and committee chairmen for submission to Board of Trustees.
 - E. Prepares official minutes of Board meetings and keeps record of committee proceedings.
 - F. Communicates and conducts correspondence as necessary to carry out Board and committee business.
- (2) Works with the Budget Committee, the Planning Committee, the college presidents and others in the development, coordination and presentation of the biennial budget requests of the colleges, and in the handling of continuing fiscal matters throughout the biennium.

- A. Works with the presidents, the Budget Division, the staff of the Commission for Higher Education, and representatives of other constituent units in the development of formulas and guidelines for constructing the operating budget requests.
- B. Works with the Budget Committee in evaluating the operating budget requests from the colleges and from the Central Office.
- C. Consolidates the approved operating budget requests of the four colleges.
- D. Works with the Planning Committee and presidents in developing guidelines for the evaluation of capital project proposals.
- E. Works with the Planning Committee in evaluating items proposed for the capital budget by the presidents.
- F. Joins with the presidents to present the approved capital budget requests to the Public Building Program Commission.
- G. After approval by the Board of Trustees, submits the operating and capital budget requests to the Commission for Higher Education and to the Budget Division of the Department of Finance and Control.
- H. Works with the presidents and others in presentation, explanation and support of budget requests to C.H.E., and later on to the General Assembly.
- I. Works with the presidents in allocating appropriations among the colleges and consolidating allotment requests for submission to the Commissioner of Finance and Control.
- J. Works with the presidents and other state agencies on various fiscal matters.

(3) Works with the Planning Committee and the college presidents in developing and coordinating system-wide planning for the state colleges.

- A. Works with the Planning Committee and others to clarify the missions of the several colleges and the mission of the state college system as a whole.

- B. Works with the Planning Committee, the presidents, and the C.H.E. to develop the long-range planning of academic programs and college services.
 - C. Works with the Committee, the presidents and the C.H.E. to project the enrollments of the several colleges and of the system as a whole.
 - D. Works with the Committee, the presidents and the C.H.E. to develop the long-range planning of physical facilities for the state college system, and to procure and revise comprehensive campus master plans for each of the colleges.
 - E. Works with the staff of the C.H.E., the Commissioner of Finance and Control, and the Commissioner of Public Works to arrange the financing and in other ways facilitate the several aspects of long-range planning for the college system.
- (4) Works with the Personnel Committee and the college presidents in personnel policies and related matters.
- A. Works with the Committee and others to develop and revise the "Personnel Policies and Procedures for the Faculties."
 - B. Meets with the Faculty Advisory Committee to the Board of Trustees.
 - C. Works with the Committee and the presidents to develop proposals for revision of salary schedules, and to evaluate proposals made by faculty groups.
 - D. Works with the Committee and the presidents to determine the need for and establish specifications for new unclassified positions.
 - E. Works with the Committee in setting up meetings for faculty members who appeal to the Committee.
 - F. Investigates personnel practices or cases arising under personnel policies as directed by the Committee.
- (5) In case of vacancy in a college presidency, works with the Board and its advisory groups in the identification of candidates and the selection of a president.
- A. Works with Board members and advisors to develop the "ground rules" of interviewing and selection, and to prepare some of the materials needed for correspondence.

- B. Conducts correspondence with leaders in higher education to identify potential candidates for the presidency.
- C. Corresponds with potential candidates, furnishes information helpful to them, sends for their records of training and experience, elicits letters about them from others who know them.
- D. Works with others to accomplish the necessary "paper screening."
- E. Arranges interviews for selected candidates with the Board's "search committee" and its advisors; and if desired, arranges visits to the campuses of the candidates.
- F. Makes arrangements for final interviews and for selection as directed by the "ground rules" of the Board.

(6) Develops and maintains working relations and procedures with the presidents of the colleges, the Commission for Higher Education, with the officers of the other constituent units of higher education and with other State departments and agencies as necessary to expedite the affairs of the Board of Trustees and the state colleges.

- A. Meets monthly with the Committee of State College Presidents to discuss problems with system-wide implications.
- B. Meets monthly with chief administrators of the constituent units for discussion of common problems.
- C. Meets monthly with the C.H.E. Subcommittee for the Coordination of Planning, a group involving representatives of the boards and staffs of the constituent units and representatives of the Connecticut Conference of Independent Colleges.
- D. Meets regularly or as needed with personnel from the C.H.E. to coordinate and facilitate the development of long-range planning for the colleges, the formulation of budget requests, the adjustment of salaries and salary schedules, and the approval of new programs.
- E. Confers as necessary on specific problems of the Board of the colleges with personnel in the departments of Finance & Control, Public Works, Personnel, and in the Office of the Attorney-General, the Comptroller, and other offices and agencies.

- (7) Develops and maintains working relations with the General Assembly to encourage action favorable to the objectives of the Board of Trustees and the colleges.
 - A. Draws up proposed bills designed to be helpful to the colleges.
 - B. Meets with staff members of C.H.E. and with chairmen of the Joint Education Committee to present and explain proposed bills, and arrange for their introduction.
 - C. Supports these and other bills by supplying background information, talking with legislative leaders and speaking at committee hearings.

- (8) Provides administrative services to the Board and colleges in several additional areas.
 - A. Handles the financial and business matters pertaining to the publication of the Connecticut Review; confers periodically on problems with the editor and the Board's ad hoc committee on the Review.
 - B. Sets up committee to interview incoming freshman candidates for State College Scholarships and to recommend awards; keeps consolidated records of awards, payments and adjustments.
 - C. Prepares payment documents and collects repayments on National Defense Student Loans for the four colleges; keeps all records of loans made and of collections, waivers and deferments, and attempts to collect delinquent accounts.
 - D. Audits municipal records pertaining to reimbursements payable to the State for laboratory schools costs.

- (9) Works with others in attempting to maintain good public relations for the Board of Trustees.
 - A. Communicates and interprets Board decisions to appropriate persons in C.H.E. and other state agencies and groups whose collaboration is desired or necessary.
 - B. Responds to requests for information or assistance from newspapers, public agencies, legislators, college sources, parents, students and other individuals.

C. Handles complaints received directly from students, parents, and other members of the public or else referred to the Central Office by the Governor's Office or by other public officials or representatives.

(10) Performs specific functions and activities assigned by the Board of Trustees and its committees.

a coordinating body was essential in light of recent events.

Mr. Berry was uncertain whether he was ready to vote on a matter of such consequence without having heard about it previously. He hoped that such information in future could be shared with all the Trustees before it was released publicly.

Mr. Davidson pointed out that confidence rested in the fact that the Council would not have authority to act on behalf of the Boards. Their recommendations would have to be submitted to the individual Boards for approval.

Moved by Mr. Davidson, seconded by Mr. Martinez, the resolution passed, with Mr. Berry dissenting; no abstentions.

Central Office Reorganization

Mrs. Niejadlik felt certain that the Trustees were well aware of the desperate need to move ahead in securing additional personnel for the Central Office. The stumbling block has been the CHE's inability to understand the duties of the Executive Secretary, his responsibility to the Board and his relationship to the College Presidents. In light of this and the problems discussed openly in the General Assembly on the restructuring issue, the Executive Committee felt it was important to bring about three changes in the Central Office.

1. Strengthening the authority and increasing the responsibility of the Executive Secretary and amending this title to include the words "Chief Executive Officer for the Connecticut State Colleges."

2. Changing the responsibilities of the present Executive Officer for Academic Affairs and giving him the title Executive Officer for Student, Faculty and Staff Affairs. This position would also be that of the Deputy Chief Executive Officer.

3. Establishing upper limits for salaries of all staff officers as follows:

Executive Officer for Finance and Management from S.G. 37 to S.G.39.

Associate for Board Communications and Records from S.G.17 to S.G.19.

Executive Officer for Students, Faculty and Staff Affairs and Deputy
Chief Executive Officer - S.G. 40

Mrs. Niejadlik then read to the Trustees the duties and responsibilities of the Executive Secretary and Chief Executive Officer. A principal change in the statement, she said, required the College Presidents to report to the Chief Executive Officer. In addition, the Chief Executive Officer was required to act and to speak for the Board, deciding upon courses of action in the absence of policy.

President James asked whether this altered the relationship of the Presidents to the Board. Mrs. Niejadlik replied that unfortunately this had to be the case if the CHE were to approve the staffing of the Central Office and if the Trustees were to exercise their accountability.

In response to Mr. Berry's question whether this had been discussed in the Personnel Committee, Mrs. Niejadlik indicated that Central Office staffing matters were handled in the Executive Committee.

Miss Geen reminded Mr. Berry that the problem had been discussed at the Board level in at least three previous Executive Session Meetings.

Mrs. Niejadlik pointed out that the entire Executive Committee was in agreement on the need to have such an arrangement; that the idea was the Committee's, and not Dr. Frost's. At the Appropriations Sub-committee Hearing, the legislators were made aware that the Trustees were ignorant of many of the problems at the Colleges and were asked to develop a closer stewardship.

Mrs. Niejadlik moved that the letter to Mr. McGannon outlining the proposed changes be forwarded to Mr. McGannon. Miss Geen seconded the motion.

Debate continued. Several Trustees pointed out that in every organization there was someone on whom ultimate responsibility rested and that these times justified that kind of person for this system. Others felt that it was important to protect the Colleges' access to the Board through the President.

President James noted that the Presidents were seeing the document for the first time. He went on to state that the Presidents valued their relationship with Dr. Frost and were deeply grateful for his concern for the Colleges. However, when Dr. Frost and the present Trustees moved from the scene, the proposed change might lock the Presidents and the Colleges in an untenable situation.

President Webb agreed that an effective chief executive officer was necessary. He was distressed that the Coordinating Council and this proposal had not been shared with the Presidents' Council.

Dr. Frost indicated his distress, embarrassment that the discussion had taken place.

Mrs. Niejadlik declared, however, that the Central Office was in an emergency situation and that action had to be taken. Even so, with the changes proposed, the Executive Committee was not certain the CHE would approve the reorganization.

Mr. Berry moved that the matter be referred to the Personnel Committee. Mrs. Kaplan seconded his motion. Mrs. Niejadlik stated the question: the question was called and defeated; Mrs. Niejadlik voting to ^{cause} break a tie.

Miss Geen moved a change in the paragraph related to Dr. Frost's responsibilities through insertion of the following sentence:

"Keep the Board fully informed on all aspects of the State College system, especially reports of the College Presidents."

Seconded by Mr. Martinez, the motion was approved: Miss Geen, Mrs. Hoar, and the Messrs Davidson, Johnson and Martinez voting for; Mrs. Kaplan, Mrs. Shapiro, and Mr. Dyer voting against; Mr. Marquis abstaining.

Miss Geen noted that such an amendment should protect the Presidents in the

future; the amendment was not directed toward Dr. Frost. Dr. Johnson felt the College Presidents should still be present at the Board's meetings, feeling free to speak their minds.

Mrs. Niejadlik reassured the Presidents that the Trustees had no desire to shut them off from access to the Board.

Mr. Davidson understood this concern but stated that he shared some of the reservations expressed by the Commission: there must be someone responsible to act and speak for the Board when the Board was not meeting.

Judge Geen proposed a change in the sixth sentence to read as follows:

"In the absence of Board policy, decides upon courses of action and carries them out, reporting to the Board such action and the need for a policy formalization to cover the area." Mrs. Hoar seconded the motion. The following description of the Executive Secretary's responsibilities, and the related reorganization of the Central Office included under tab E of the Agenda Book were acted upon.

"The Executive Secretary and Chief Executive Officer for the Connecticut State Colleges - Through SG 41 - is the chief executive for the Connecticut State Colleges. College Presidents report to the Chief Executive Officer for the Connecticut State Colleges. Is empowered to act and to speak for the Board. Responsible to carry out the decisions and policies of the Board or to see that they are carried out by the appropriate persons. Keeps the Board fully informed on all aspects of the State College system, especially reports of the College Presidents. In the absence of Board policy, decides upon courses of action and the need for a policy formalization to cover the area. Supervises the work of the Executive Staff, including but not limited to academic affairs, budgeting, fiscal controls, personnel matters, and collective bargaining. Serves as liaison officer to the Commission for Higher Education and works cooperatively with the chief executives of the other constituent units. Works directly with College Presidents as individuals and as a group. Serves as staff for the Board's Executive Committee."

Regular Meeting
Page 16
May 7, 1976

Voting for: the Mesdames Hoar, Shapiro, Miss Geen, and the Messrs Davidson, Dyer, and Johnson; voting against: Mrs. Kaplan, and the Messrs Berry and Martinez; Mr. Marquis abstained. The Chairman declared the reorganization adopted and stated that the letter to Mr. McGannon and its attachments would be forwarded to the Commission for Higher Education.

President Bersi commented on the Trustees' action stating his understanding of the need for such a resolution but espousing Dr. Webb and Dr. James' position. Such reorganization will inevitably affect the interpersonal relationships in the Presidents' Council, he stated, suggesting that the Board give thought to the protection of that relationship.

President Webb, speaking as Chairman of the Presidents' Council, indicated that he and the Council recognized that Dr. Frost has privately and publicly supported the campuses. Inasmuch as the Presidents' Council has been a tradition, rather than a formal body, he continued, he hoped that the Board would consider some way in which that body could be incorporated into the formal structure of the Board. Such an arrangement, he felt, would provide further protection for the campuses.

Dr. Frost agreed that this suggestion should be discussed in the Presidents' Council. He felt that some procedure should be worked out whereby the Trustees would have access to the benefit of criticism by the Presidents in the development of policies and procedures.

Mrs. Niejadlik urged that this matter be discussed in all of the Board's Committees as well.

Graduate Interns at Central Connecticut State College

In continuing the report of the Executive Committee, Mrs. Niejadlik submitted the following motion. The Executive Committee recommended its adoption by the Board to recognize the contribution of these students and to concur with the