



# 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

BR#80-112

See 80-133

81-17

See 80-130  
82-131

## RESOLUTION

concerning

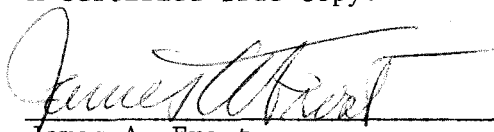
ESTABLISHMENT OF THE CONNECTICUT STATE COLLEGES'

RESEARCH FOUNDATION

September 5, 1980

- WHEREAS, The Trustees of the Connecticut State Colleges pledged in Article 21 of the Collective Bargaining Agreement with the AAUP, dated May 1, 1977, to seek legislative approval for the establishment of a Research Corporation for the purpose of stimulating and facilitating faculty and staff research and for developing non-State support for such research, and
- WHEREAS, In 1979, the Legislature passed and Governor Grasso signed Public Act #79-202, An Act Concerning the Establishment of a Research Foundation; within the State College system, which authorized the establishment of a Research Foundation under the direct authority of the Trustees, now, therefore, be it
- RESOLVED, That the Trustees authorize the establishment during 1980-81 of a Research Foundation for the purposes specified in Public Act #79-202, a copy of which is attached hereto, and be it
- RESOLVED, That the Executive Director is authorized to recruit an appropriate staff for the Research Foundation and to designate appropriate office space for it on one of the Connecticut State College campuses or in the Central Office, and be it
- RESOLVED, That \$42,000 in personal services funds and \$10,000 in other expense funds are authorized for the operating costs of the Foundation during 1980-81, and be it
- RESOLVED, That the "Regulations of the Board of Trustees of the State Colleges Concerning the Administration of the Connecticut State Colleges' Research Foundation, June 1980" attached hereto, are adopted, and be it
- RESOLVED, That the Executive Director shall present an annual report to the Trustees evaluating the effectiveness of the Research Foundation in meeting the objectives stated above.

A Certified True Copy:

  
\_\_\_\_\_  
James A. Frost  
Executive Director

Addendum K

REGULATIONS  
OF THE  
BOARD OF TRUSTEES FOR THE CONNECTICUT STATE UNIVERSITY  
CONCERNING  
THE ADMINISTRATION OF THE CONNECTICUT STATE UNIVERSITY  
RESEARCH FOUNDATION

September 5, 1980

Revised: Board of Trustees  
November 5, 1982

Technical Changes per Resolutions  
#83-160, #83-24, #83-44, #83-45  
September 14, 1984

REGULATIONS

of the

Board of Trustees for the Connecticut State University

concerning

The Administration of the Connecticut State University Research Foundation

- ARTICLE I - Name/Office
- ARTICLE II - Foundation Director
- ARTICLE III - Advisory Council
- ARTICLE IV - Order of Business
- ARTICLE V - Fiscal Year
- ARTICLE VI - Amendments
- ARTICLE VII - Fiscal Management

REGULATIONS  
OF THE  
BOARD OF TRUSTEES FOR THE CONNECTICUT STATE UNIVERSITY  
CONCERNING  
THE ADMINISTRATION OF THE CONNECTICUT STATE UNIVERSITY  
RESEARCH FOUNDATION

ARTICLE I - NAME/OFFICE

Section 1. Name

The name of the Foundation shall be "The Connecticut State  
University Research Foundation."

Section 2. Principal Office

The location of the principal office of the Foundation is to  
be such place or places as designated by the Boards of Trustees for  
the Connecticut State University.

ARTICLE III - ADVISORY COUNCIL

Section 1. Membership

There shall be an Advisory Council of the Foundation which shall consist of 14 members. Members of the Advisory Council shall be appointed by the Board of Trustees for the Connecticut State University.

- a. One member nominated by each Campus President (the campus grant administrator, or anyone else the President on each campus may choose to nominate).
- b. Two faculty members nominated from each of the four State University campuses, one representing the Research and Development Committee on each campus and one member-at-large selected by whatever means is most appropriate on each campus, each to serve non-consecutive, three-year terms.
- c. One member nominated by the President of the Connecticut State University.
- d. One member in the person of the Director of the Foundation, ex-officio, without voting powers.
- e. Initial appointments of faculty representatives to the Advisory Council shall be for one, two, or three year terms. Appointments after the expiration of the initial term shall be for the term of three years.
- f. Any unexpired terms which may occur for any reason shall be filled by the Board of Trustees for the period of time remaining in the unexpired term. Any appointments to the Advisory Council shall be consistent with the representation outlined in Article III, Section I., a through d.

Section 2. Duties

- a. The Advisory Council shall meet periodically to formulate advice regarding the operation of the Foundation and make recommendations to the Director of the Foundation concerning operations and the general management of the property and affairs and business of the Foundation including but not limited to the following:
1. Annual operating budget of the Foundation including disbursement of Foundation funds in support of research and service activities.
  2. Actions to stimulate, develop, and sustain research and service activities by the staffs of the Connecticut State University.
  3. Procedures for submission and processing of grant and contract applications involving research and service activities in the Connecticut State University.
  4. Procedures for reporting grant and contract activities and overhead income received therefrom.
  5. Charges for support of Foundation services.
  6. Procedures for management of patent and property rights derived from the work of the staff of the Connecticut State University.

Section 3. Meetings

- a. The annual meeting of the Advisory Council shall be held at the Foundation Office. At said annual meeting, officers shall be elected and such other business as may be brought before the meeting may be transacted.
- b. Special meetings of the Advisory Council may be held at any time and place designated by the Chairperson or by petition of two thirds of the members.
- c. A majority of the members shall constitute a quorum at any meeting of the Advisory Council, and all questions shall be determined by a plurality.
- d. Notice of each meeting, annual or special, shall be mailed by the Director of the Foundation to each of the Council members not less than five days preceding any such meeting. In the event the notice is of a special meeting, such notice shall indicate briefly the purpose thereof. The Council members may waive notice of any such meeting, a waiver of notice of such meeting of the purposes thereof by a majority of all members of the Advisory Council shall be as effective and have the same force and effect as though all members had waived the requirements of this paragraph as to such notice.

- e. Other Officers. The Advisory Council, from time to time, may create such other officers as in its discretion it may deem necessary and proper for the carrying on of the business of the Advisory Council. The duties of other officers who may be appointed by the Advisory Council shall be determined by the Advisory.
- f. Qualifications and Elections
  - 1. All the officers shall be elected from the members of the Advisory Council.
  - 2. Each officer shall be elected for a term of one year, or until his successor has been elected and qualified.
- g. Removal. Any officer of the Advisory Council may be removed with or without cause from his office by a two-thirds vote of the Advisory Council at a special meeting of the Advisory Council called for that purpose.
- h. Vacancies. In the event of resignation, retirement, disqualification, death, disability or removal from office for any cause whatsoever of an officer of the Advisory Council the vacancy so created shall be filled by a majority vote at a regular meeting of the Advisory Council.
- i. In the event of absence, inability or refusal of any of the officers to act, the Advisory Council may appoint any person to perform such duties.



ARTICLE V - FISCAL YEAR

The Foundation shall be on a fiscal year ending June 30th  
unless otherwise determined by the Board of Trustees.

ARTICLE VII - FISCAL MANAGEMENT

Section 1. Operating Budget

- a. Start-up financing for the Foundation, i.e., for the first three years, will be drawn from General Fund appropriations. Where in the General Fund budget this money comes from will be proposed in conformity with all state regulations by the President of the Connecticut State University with final approval required from the Board of Trustees.
- b. The salaries and fringe benefits of the Foundation personnel are the anticipated personnel costs to be supported through the General Fund appropriate to the Board of Trustees.
- c. To the extent possible, the balance of the operating budget of the Foundation will be derived from other revenues, including but not limited to, indirect cost recoveries or direct cost allocations to grants, contracts, and gifts managed by the Foundation. It is recommended that other expenses of the Foundation operation be supported at no less than 50% through the General Fund appropriation to the Board of Trustees during the initiation period.

I HEREBY CERTIFY that the foregoing constitute the Regulations of the BOARD OF TRUSTEES FOR THE CONNECTICUT STATE UNIVERSITY concerning the operations of the CONNECTICUT STATE UNIVERSITY RESEARCH FOUNDATION adopted by said Board of Trustees, are in effect on the date hereof.

WITNESS my hand on this 5th day of September, 1980.

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Secretary, Board of Trustees for  
the Connecticut State University

9/20/84

REGULATIONS  
OF THE  
BOARD OF TRUSTEES FOR THE CONNECTICUT STATE COLLEGES  
CONCERNING  
THE ADMINISTRATION OF THE CONNECTICUT STATE COLLEGES RESEARCH FOUNDATION

September 5, 1980

*See* Revised 11/5/82  
See 82-131

REGULATIONS  
of the  
Board of Trustees for the Connecticut State Colleges  
Concerning  
The Administration of the Connecticut State Colleges Research Foundation

- ARTICLE I - Name/Office
- ARTICLE II - Foundation Director
- ARTICLE III - Advisory Council
- ARTICLE IV - Order of Business
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- ARTICLE VII - Fiscal Management

REGULATIONS  
OF THE  
BOARD OF TRUSTEES FOR THE CONNECTICUT STATE COLLEGES  
CONCERNING  
THE ADMINISTRATION OF THE CONNECTICUT STATE COLLEGES RESEARCH FOUNDATION

ARTICLE I - NAME/OFFICE

Section 1. Name

The name of the Foundation shall be "The Connecticut State Colleges Research Foundation."

Section 2. Principal Office

The location of the principal office of the Foundation is to be such place or places as designated by the Board of Trustees for the Connecticut State Colleges.

## ARTICLE II - DIRECTOR OF THE FOUNDATION

Section 1. Director of the Foundation

After consultation with the Advisory Council, the Executive Director for the Connecticut State Colleges shall nominate a Director of the Foundation who shall be appointed by and serve at the pleasure of the Board of Trustees.

## Section 2.

The Director of the Foundation shall serve as its chief operating officer and shall have direct responsibility for its effective functioning and authority to sign in behalf of the Foundation. All other staff members of the Foundation shall report to the Director.

## Section 3.

The Director of the Foundation shall report directly to the Executive Director for the Connecticut State Colleges and shall be answerable to the Executive Director for the effective functioning of the Foundation.

## Section 4.

The Director of the Foundation shall serve as an ex-officio, non-voting member of the Advisory Council.

## ARTICLE III - ADVISORY COUNCIL

Section 1. Membership

There shall be an Advisory Council of the Foundation which shall consist of 14 members. Members of the Advisory Council shall be appointed by the Board of Trustees of the State Colleges.

- a. One member nominated by each President of the four State Colleges (the campus grant administrator, or anyone else the President on each campus may choose to nominate).
- b. Two faculty members nominated from each of the four State Colleges, one representing the Research and Development Committee on each campus and one member-at-large selected by whatever means is most appropriate on each campus, each to serve non-consecutive, three-year terms.
- c. One member nominated by the Executive Director for the Connecticut State Colleges.
- d. One member in the person of the Director of the Foundation, ex-officio, without voting powers.
- e. Initial appointments of faculty representatives to the Advisory Council shall be for one, two, or three year terms. Appointments after the expiration of the initial term shall be for the term of three years.
- f. Any unexpired terms which may occur for any reason shall be filled by the Board of Trustees for the period of time remaining in the unexpired term. Any appointments to the Advisory Council shall be consistent with the representation outlined in Article III, Section I., a through d.



- g. Any member whose term expires and who is not reappointed by the Board of Trustees shall be replaced by a new member who shall be nominated as provided above and appointed by the Board of Trustees for a term of three years.

Section 2. Duties

- a. The Advisory Council shall meet periodically to formulate advice regarding the operation of the Foundation and make recommendations to the Director of the Foundation concerning operations and the general management of the property and affairs and business of the Foundation including but not limited to the following:
  1. Annual operating budget of the Foundation including disbursement of Foundation funds in support of research and service activities.
  2. Actions to stimulate, develop, and sustain research and service activities by the staffs of the Connecticut State Colleges.
  3. Procedures for submission and processing of grant and contract applications involving research and service activities in the Connecticut State Colleges.
  4. Procedures for reporting grant and contract activities and overhead income received therefrom.
  5. Charges for support of Foundation services.
  6. Procedures for management of patent and property rights derived from the work of the staff of the Connecticut State Colleges.
- b. The Advisory Council shall make recommendations to the Executive Director of the Connecticut State Colleges concerning the selection of the Director of the Foundation and shall have such other duties as the Board of Trustees for the State Colleges shall designate.

Section 3. Meetings

- a. The annual meeting of the Advisory Council shall be held at the Foundation Office. At said annual meeting, officers shall be elected and such other business as may be brought before the meeting may be transacted.
- b. Special meetings of the Advisory Council may be held at any time and place designated by the Chairperson or by petition of two thirds of the members.
- c. A majority of the members shall constitute a quorum at any meeting of the Advisory Council, and all questions shall be determined by a plurality.
- d. Notice of each meeting, annual or special, shall be mailed by the Director of the Foundation to each of the Council members not less than five days preceding any such meeting. In the event the notice is of a special meeting, such notice shall indicate briefly the purpose thereof. The Council members may waive notice of any such meeting, a waiver of notice of such meeting of the purposes thereof by a majority of all members of the Advisory Council shall be as effective and have the same force and effect as though all members had waived the requirements of this paragraph as to such notice.

#### Section 4. Officers

- a. Officers of the Advisory Council shall consist of the following:  
Chairperson, Vice Chairperson, and Secretary.
- b. Chairperson. The duties of the Chairperson shall be as follows:
  1. To convene regular and special meetings of the Advisory Council.
  2. To preside at all meetings of the Advisory Council.
- c. Vice Chairperson. The duties of the Vice Chairperson shall be as follows:
  1. The Vice Chairperson shall discharge the duties of the Chairperson in the absence of the Chairperson or in situations in which the Chairperson is unable to serve.
  2. The Vice Chairperson shall perform such other duties from time to time as may be assigned by the Chairperson or the Advisory Council.
- d. Secretary. The duties of the Secretary shall be as follows, except as herein otherwise provided:
  1. To attend the annual meeting and all meetings of the Advisory Council.
  2. To keep accurate minutes in a book of such nature as to serve as a permanent record.
  3. To keep on record a copy of the Regulations of the Foundation.
  4. To carry on such of the general correspondence of the Advisory Council as may be assigned by the Chairperson.
- e. Other Officers. The Advisory Council, from time to time, may create such other officers as in its discretion it may deem necessary and proper for the carrying on of the business of

the Advisory Council. The duties of other officers who may be appointed by the Advisory Council shall be determined by the Advisory Council.

f. Qualifications and Elections

1. All the officers shall be elected from the members of the Advisory Council.
2. Each officer shall be elected for a term of one year, or until his successor has been elected and qualified.

g. Removal. Any officer of the Advisory Council may be removed with or without cause from his office by a two-thirds vote of the Advisory Council at a special meeting of the Advisory Council called for that purpose.

h. Vacancies. In the event of resignation, retirement, disqualification, death, disability or removal from office for any cause whatsoever of an officer of the Advisory Council the vacancy so created shall be filled by a majority vote at a regular meeting of the Advisory Council.

i. In the event of absence, inability or refusal of any of the officers to act, the Advisory Council may appoint any person to perform such duties.

## ARTICLE IV - ORDER OF BUSINESS

Robert's Rules of Order (newly revised) shall govern the conduct of all meetings of the Advisory Council except as otherwise provided.

## ARTICLE V - FISCAL YEAR

The Foundation shall be on a fiscal year ending June 30th unless otherwise determined by the Board of Trustees.

## ARTICLE VI - AMENDMENTS

These Regulations may be altered, amended, rescinded, or repealed at any meeting of the Board of Trustees by the affirmative vote of a majority of said Board.



EXCERPT FROM "REGULATIONS OF THE BOARD OF TRUSTEES OF THE  
STATE COLLEGES CONCERNING THE ADMINISTRATION OF THE CONNECTICUT STATE  
COLLEGES' RESEARCH FOUNDATION, JUNE 1980."

ARTICLE VII - FISCAL MANAGEMENT

Section 1. Operating Budget

- a. Start-up financing for the Foundation, i.e., for the first three years, will be drawn from General Fund appropriations. Where in the General Fund budget this money comes from will be proposed in conformity with all state regulations by the Executive Director for the Connecticut State Colleges with final approval required from the Board of Trustees.
- b. The salaries and fringe benefits of the Foundation personnel are the anticipated personnel costs to be supported through the General Fund appropriation to the Board of Trustees.
- c. To the extent possible, the balance of the operating budget of the Foundation will be derived from other revenues, including but not limited to, indirect cost recoveries or direct cost allocations to grants, contracts and gifts managed by the Foundation. It is recommended that other expenses of the Foundation operation be supported at no less than 50% through the General Fund appropriation to the Board of Trustees during the initiation period.

Section 2. Grant/Contract Management

- a. All grants, contracts, and other sponsored projects received by the State Colleges through Special Identification accounts will henceforth be part of the CSC Research Foundation operation unless determined to the contrary by Board of Trustees decision OR BY THE DIRECTOR OR ACTING DIRECTOR OF THE FOUNDATION.

(BR#82-131)

December 3, 1982

## ARTICLE VII - FISCAL MANAGEMENT

Section 1. Operating Budget

- a. Start-up financing for the Foundation, i.e., for the first three years, will be drawn from General Fund appropriations. Where in the General Fund budget this money comes from will be proposed in conformity with all state regulations by the Executive Director for the Connecticut State Colleges with final approval required from the Board of Trustees.
- b. The salaries and fringe benefits of the Foundation personnel are the anticipated personnel costs to be supported through the General Fund appropriation to the Board of Trustees.
- c. To the extent possible, the balance of the operating budget of the Foundation will be derived from other revenues, including but not limited to, indirect cost recoveries or direct cost allocations to grants, contracts and gifts managed by the Foundation. It is recommended that other expenses of the Foundation operation be supported at no less than 50% through the General Fund appropriation to the Board of Trustees during the initiation period.

Section 2. Grant/Contract Management

- a. All grants, contracts, and other sponsored projects received by the State Colleges through Special Identification accounts will henceforth be part of the CSC Research Foundation operation unless determined to the contrary by Board of Trustees decision.

- b. Each college will continue to maintain according to system-wide procedures the accounting records for the grants, contracts, or projects it generates. The Foundation Director will provide leadership in developing administrative and fiscal flexibility for grant/contract/project processing and the simplification of financial management procedures.
- c. A reporting mechanism will be added to inform the Foundation Director of all grant/contract activity.
- d. Each college must submit copies of all proposals to be a part of the Foundation operation to the Foundation Director for review and approval in a manner that is expeditious and consistent with the proposal submission process. No grant, contract or project resulting from such a proposal may be accepted by a college without the approval of the Director of the Foundation.
- e. All applicable grants and contracts which qualify for indirect cost reimbursement shall include provision for such reimbursement with the resulting funds allocated as Foundation income, less necessary withholding for demonstrated local expenses.