

Since 1975



# FREEDOM OF INFORMATION



Connecticut Freedom of Information Commission • 18-20 Trinity Street, Suite 100 • Hartford, CT 06106  
Toll free (CT only): (866)374-3617 Tel: (860)566-5682 Fax: (860)566-6474 • www.state.ct.us/foi/ • email: foi@po.state.ct.us

Susan Cusato,  
Complainant(s)  
against

Notice of Meeting

Docket #FIC 2016-0558

Director of Human Resources, State of Connecticut,  
Southern Connecticut State University; and State of  
Connecticut, Southern Connecticut State University,  
Respondent(s)

January 10, 2017

### Transmittal of Proposed Final Decision

In accordance with Section 4-179 of the Connecticut General Statutes, the Freedom of Information Commission hereby transmits to you the proposed finding and decision prepared by the hearing officer in the above-captioned matter.

This will notify you that the Commission will consider this matter for disposition at its meeting which will be held in the Freedom of Information Commission Hearing Room, 18-20 Trinity Street, 1st floor, Hartford, Connecticut, at **2 p.m. on Wednesday, February 8, 2017**. At that time and place you will be allowed to offer oral argument concerning this proposed finding and order. Oral argument shall be limited to ten (10) minutes. For good cause shown, however, the Commission may increase the period of time for argument. A request for additional time must be made in writing and should be filed with the Commission **ON OR BEFORE January 27, 2017**. Such request **MUST BE (1) copied to all parties, or if the parties are represented, to such representatives, and (2) include a notation indicating such notice to all parties or their representatives.**

Although a brief or memorandum of law is not required, if you decide to submit such a document, an **original and fourteen (14) copies** must be filed **ON OR BEFORE January 27, 2017**. **PLEASE NOTE: Any correspondence, brief or memorandum directed to the Commissioners by any party or representative of any party MUST BE (1) copied to all parties, or if the parties are represented, to such representatives, (2) include a notation indicating such notice to all parties or their representatives and (3) be limited to argument. NO NEW EVIDENCE MAY BE SUBMITTED.**

If you have already filed a brief or memorandum with the hearing officer and wish to have that document distributed to each member of the Commission, it is requested that **fifteen (15) copies** be filed **ON OR BEFORE January 27, 2017**, and that **notice be given to all parties or if the parties are represented, to their representatives, that such previously filed document is being submitted to the Commissioners for review.**

By Order of the Freedom of  
Information Commission

W. Paradis  
Acting Clerk of the Commission

Notice to: Susan Cusato  
Mary K. Lenehan, Assistant Attorney General

FIC# 2016-0558/Trans/wrbp/VDH//LFS/2017-01-10

FREEDOM OF INFORMATION COMMISSION  
OF THE STATE OF CONNECTICUT

In the Matter of a Complaint by

Report of Hearing Officer

Susan Cusato,

Complainant

against

Docket #FIC 2016-0558

Director of Human Resources,  
State of Connecticut, Southern  
Connecticut State University; and  
State of Connecticut, Southern  
Connecticut State University,

Respondents

December 8, 2016

The above-captioned matter was scheduled to be heard as a contested case on December 6, 2016 at 1:00 PM, at which time the complainant and the respondents appeared.

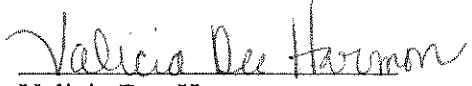
When the hearing was convened, the parties informed the Commission that they had reached an agreement settling the complaint. Specifically, the parties agreed on the record as follows:

1. With regard to “non-instructional work load credit records” subsequent to 2007, the respondents will provide the complainant with access to such records within five business days of the complainant submitting a written request for the records to Dr. Richard Riccardi, the respondent agency’s Associate Vice President of Institutional Effectiveness, and copying the request to Diane Mazza, the respondent agency’s Chief Human Resources Officer; and
2. With regard to “non-instructional work load credit records” prior to 2007, the respondents will provide the complainant with access to such records within a reasonable time of the complainant submitting a written request for the records to Dr. Richard Riccardi, and copying the request to Diane Mazza.

The following order by the Commission is hereby recommended on the basis of the record concerning the above-captioned complaint:

1. Based on the parties’ settlement, the case is hereby dismissed.

2. The Commission commends the parties on having reached a non-litigated settlement in this matter.

  
Valicia Dee Harmon  
as Hearing Officer