



STATE OF CONNECTICUT
BOARD OF TRUSTEES
FOR THE STATE COLLEGES
1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

Resolution

concerning

Suggestion Award #3894

Mrs. Mildred A. Visconti

October 5, 1973

WHEREAS: Section 5-1999(d) of the General Statutes makes provision for a Suggestion Program for the employees of the State of Connecticut and

WHEREAS: Procedure for the collection of student loans was improved through a suggestion made by Mrs. Visconti, an employee of the Board of Trustees, and

WHEREAS: the Suggestion Awards Advisory Committee has spoken highly of Mrs. Visconti's proposal and has authorized a cash award for it; therefore be it

RESOLVED: That the Board of Trustees expresses its deep appreciation to Mrs. Visconti for her thoughtfulness and devotion to the interests of students, and be it further

RESOLVED: That the Trustees extend to Mrs. Visconti their heartfelt congratulations.



STATE OF CONNECTICUT

PERSONNEL DEPARTMENT

STATE OFFICE BUILDING - HARTFORD, CONNECTICUT 06115

September 20, 1973

Dr. James A. Frost, Director
Board of Trustees For State Colleges
1280 Asylum Avenue
Hartford, Connecticut

RE: Suggestion No. 3894 - Collection of student loan
money borrowed.

Dear Sir:

The committee is pleased to have this opportunity to tell you that we feel Ms. Mildred A. Visconti in your Department should receive a cash award of \$95.00 for having submitted the above described suggestion which you have adopted.

In order to carry out the provisions of Section 5-199(d) of the General Statutes the following steps should be taken and at the same time helpful information entered as indicated:

1. Prepare Form CO 17 invoice in the amount of \$95.00 designating the fund in which this saving occurs or from which the award is to be paid, and
2. Emphasize, use caps, or otherwise indicate on the Form CO 17 that the check is to be sent as soon as possible to the Executive Director, Suggestion Awards Advisory Committee, Room 532, State Office Building, and
3. Send this CO 17 together with a separate commitment and payment list. Do not combine it with other items because this may complicate the processing procedure and,
4. Also indicate on these lists that the check is to be sent directly to the Executive Director, Suggestion Awards Advisory Committee, Room 532, State Office Building.

We shall then prepare a letter of congratulations which we will send you together with the check for \$95.00 so that you or your representative may present this award personally to Ms. Visconti.

Sincerely yours,

A handwritten signature in cursive script that reads "Ben Marino".

Ben Marino
Executive Director

BM:acp
cc Mr. Joseph Bardani



STATE OF CONNECTICUT

PERSONNEL DEPARTMENT

STATE OFFICE BUILDING - HARTFORD, CONNECTICUT 06115

October 2, 1973

Dr. James A. Frost, Director
Board of Trustees for State Colleges
1280 Asylum Avenue
Hartford, Connecticut

RE: Suggestion No. 3894 - Collection of student
loan money borrowed.

Dear Dr. Frost:

Enclosed is a letter of congratulations which we would appreciate your giving to Ms. Mildred A. Visconti together with the check for \$95.00 enclosed as her award for having submitted Suggestion No. 3894. We hope it will be possible for you to make this award personally and if it is not that you will have some appropriate person represent you.

It would seem appropriate to post a copy of our letter of congratulations, or one of your own, on your bulletin board to publicize what Ms. Visconti has contributed and so as to encourage others to also submit constructive suggestions.

Sincerely yours,

A handwritten signature in cursive script that reads "Ben Marino".

Ben Marino
Executive Director

BM:acp

STATE EMPLOYEE SUGGESTION

ESAB-1 Rev. 3/73

CONNECTICUT STATE EMPLOYEES' SUGGESTION AWARDS PROGRAM
165 CAPITOL AVE., HARTFORD, CONN. 06115



Office Use Only

SUGGESTION NO.

3894

Before completing form, read reverse.
Please type or print in ink.

SUBJECT OF SUGGESTION

To Collect more money from National Defense and National Direct Student Loan Borrowers.

I believe my suggestion will:

- INCREASE COLLECTIONS
- REDUCE COSTS
- PREVENT WASTE
- ELIMINATE DUPLICATION
- IMPROVE SERVICE
- IMPROVE RELATIONS WITH PUBLIC
- PREVENT ACCIDENTS

What is the present condition or procedure?

Our statements are mailed out once a month. The borrowers that owe a large amount wouldn't acknowledge even receiving any mail from our office.

Do you think it can be improved? (Give supporting facts.)

One day as I was posting to the accounts I came upon an idea that if we put a note on the statements that the whole total didn't need to be made at one time maybe we would receive money from more accounts. The note I made up is as follows -

"If you are unable to make the full payment due, please send a partial payment each month of \$10.00 or whatever your budget will allow." We have had very good results from this note and we have been receiving small amounts of \$10 or \$20 from a great many of our borrowers that we haven't heard from in 2 or 3 years. My Supervisor is very pleased with the results from this note.

(If more space is needed, attach additional sheets.)

B kkp. Mach. Operator II

Board of Trustees for State Colleges

INTANGIBLE BENEFITS-Calculating Awards

Apply the following point scales to those adopted suggestions for which monetary value or savings cannot be calculated. Proven monetary savings may be included in combination with tangible benefits to arrive at an equitable award. Please note that there are two groups of benefits: Improved Procedures, etc. and Improved Safety.

Circle applicable "Value in Point" (only one in each lettered group) and then enter that number of points in the "Points Earned" column.

IMPROVED PROCEDURES, etc.		Value in Points (circle)	Points Earned	IMPROVED SAFETY		Value in Points (circle)	Points Earned
A. DEGREE OR NATURE OF BENEFIT				A. DEGREE OF HAZARD			
EITHER	1. Improvement in methods, forms, facilities, equipment, etc.	(15)	15	1. Extreme: Conditions existed which might have resulted in an accident causing a fatality or permanent injury and/or extensive property damage.	25	25	15
	a. Marked improvement	10		2. Major: Conditions existed which might have resulted in an accident causing a disabling injury and/or heavy property damage.	15		
	b. Moderate improvement	5		3. Minor: Conditions existed which might have resulted in an accident causing a non-disabling injury and/or slight property damage.	10		
OR	2. Improved employee relations, working conditions, service to the public, or public attitude.	10					
B. EXTENT OF APPLICATION				B. PROBABILITY BEFORE IMPROVEMENT			
1. State-wide application and acceptance by at least one department.		(25)	25	1. Considerable exposure with probable occurrence of accident.	20	25	15
2. A majority of the facilities or employees of at least one department.		20		2. Appreciable exposure with likely occurrence of accident.	15		
3. Several operations or facilities or some of the employees.		15		3. Slight exposure with possible occurrence of accident.	10		
4. Single operation or facility.		5		C. EXTENT OF APPLICATION			
C. INGENUITY OF THE IDEA				1. Department-wide or state-wide		25	
1. Very resourceful and clever		(25)	25	2. Several locations		15	
2. Average		10		3. One office or area of operation		10	
Uninventive		5		D. EFFECTIVENESS OF IMPROVEMENT			
D. COST OF ADOPTION				1. Eliminate the hazard or possibility of disabling injury, or extensive property damage		30	
1. Small or none		(10)	10	2. Appreciable limits the hazard or effects of the hazard.		20	
2. Moderate		5		3. Slightly reduces the hazard.		10	
3. Large		0		E. BONUS POINTS			
E. EFFORT INVOLVED				Suggestion was directly responsible for full or substantial compliance with existing Safety Orders of the Division of Industrial Safety.		10	
1. Considerable personal research		10	5	TOTAL NO. OF POINTS*			
2. Average substantiation		(5)					
3. No research involved		0					
F. COMPLETENESS OF PROPOSAL							
1. Facts clearly presented, little further effort to put idea into effect.		(15)	15				
2. Basic facts sound, needed some refining		10					
3. Not completely or clearly presented, or required considerable clarification.		5					
TOTAL NO. OF POINTS*			95				

*"Points Earned" - Intangible Award of \$15-\$100.



TO: The Connecticut State Employees' Suggestion Awards Program, 165 Capitol Ave., Hartford, Conn. 06115

SUGGESTION NO. 3894	AGENCY Board of Trustees - State Col.	DATE SENT TO AGENCY 7/2/73	DATE REPLY DUE 7/23/73
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Do you recommend adoption of this suggestion by your agency? YES NO *Whether "Yes" or "No," explain in detail.*

The committee recommends that this suggestion be adopted by any agency processing accounts receivable through a regularly scheduled billing system. The suggestion generates monies from numerous accounts which otherwise would not respond to our requests for payments due. This method also creates goodwill by notifying the borrower that we are willing to cooperate until they can resume their regular payments and also allows us to maintain contact and friendly relations with our borrowers.

IF ADOPTION RECOMMENDED	DATE SUGGESTION IMPLEMENTED OR TO BE IMPLEMENTED January 1973	<i>If suggestion not yet implemented, explain why below.</i>
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Will the adoption of this suggestion result in any tangible savings? YES NO *IF "YES," itemize in detail:*

Annual savings in the accounts for the State Colleges will net approximately \$1,500.00 in additional collections which would not have been realized without this suggestion. Additionally, there will be intangible benefits resulting from improved morale and efficiency of employees working to collect these funds.

ESTIMATED ANNUAL SAVINGS \$

Will the adoption of this suggestion result in any intangible benefits? YES NO *IF "YES," complete chart on reverse side.*

DATE 9/14/73	SIGNED (Chairman, Agency Suggestion Committee) <i>Joseph X. Bardani</i>	DATE 9/14/73	SIGNED (Appointing Authority) <i>Clinton M. Beecher</i>
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