



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

TECHNICAL AMENDMENTS TO THE PERSONNEL POLICIES AS ADOPTED
BY THE
BOARD OF TRUSTEES ON JUNE 13, 1975

September 5, 1975

WHEREAS, There are ambiguities in references specifying the span of service for ten-month administrative faculty; and

WHEREAS, The Trustees intended to define precisely and clearly the span of service for ten-month administrative faculty; and

WHEREAS, A precise and clear definition is provided in the current Connecticut Compensation Plan issued by the State Personnel Department covering ten-month employment as 217 payroll days; therefore, be it

RESOLVED, That 217 payroll days be used to define the span of service for ten-month administrative faculty; and, be it further

RESOLVED, That Article IX, Title B2a of the Trustees' Personnel Policies adopted June 13, 1975 be amended to read as follows:

*B2a. Persons Employed on a Ten-month Basis. Administrative faculty employed on a ten-month basis shall commence their annual service on the day the Trustees designate as the academic year's beginning and shall continue their service FOR 216 PAYROLL DAYS THEREAFTER; [until the same day of the tenth month thereafter;] however, when the College President deems it proper, the President may designate a different ten-month period of 217 PAYROLL DAYS for specified administrative faculty members. During the ten-month period of annual service administrative faculty members shall follow the calendar established for persons in the classified service.;

and, be it further

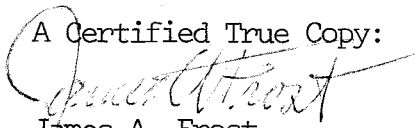
RESOLVED, That Article XIV, Title A2b be amended to read as follows:

*A2b. Administrative Faculty Employed on a Ten-month Basis. Administrative faculty members employed on a ten-month basis shall follow the calendar established for persons in the classified service. [The obligation of such persons begins with the day they are called to the campus for the fall semester and does not end until the last day of the tenth month thereafter.] Such persons are not entitled to academic holidays but are entitled to State holidays. A supervisor may require such a person to work on a State holiday in which case the employee shall be given compensating time off. Annual vacation days are earned over the ten-month period at the same monthly rate as they are earned by employees in the classified service. Vacation days so earned must be taken during the ten-month period. Unused vacation days may be carried forward from one year to the next.;

and, be it further

RESOLVED, That both changes shall be printed and distributed to the campuses for distribution to the faculty.

A Certified True Copy:


James A. Frost
Executive Secretary

*Proposed deletions are enclosed in brackets and proposed additions are all capitalized.



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

September 2, 1975

TO: Walter J. Petroskey, President and Members of the Executive Committee of the Four State College Organization of Administrative Faculty

FROM: Clinton M. Ritchie, Executive Officer for Academic Affairs

CONCERNING: Action of the Trustees' Personnel Committee relative to a technical refinement in the Personnel Policies

Attached is a copy of the resolution prepared for presentation to the Trustees at their meeting on September 5, and read to you over the phone this morning.

Copies are being shared with other members of the Executive Committee so that they can see it before the meeting.

The Personnel Committee is looking forward to receiving your comments regarding this change.



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

August 26, 1975

TO: Walter J. Petroskey, President and Members of the Executive Committee of the Four State College Organization of Administrative Faculty

FROM: Clinton M. Ritchie, Executive Officer for Academic Affairs

CONCERNING: Action of the Trustees' Personnel Committee relative to a technical refinement in the Personnel Policies

In my letter to you dated July 15, 1975, item two covered the proposed technical refinement needed to eliminate the policy references in Article IX - Title B2a and Article XIV - Title A2b which differ in specifying the span of service required of ten-month administrators. As indicated in that letter the Personnel Committee planned to act on the proposed change at its meeting August 25, inviting your comment in advance of that meeting.

The Committee has asked that I inform you that it has approved the change as proposed and that the Committee intends to recommend such a change to the Board of Trustees at its meeting, Friday, September 5.

Further, the Committee asks that I again solicit your written comments on the proposed change. For your convenience attached is a copy of the proposed change as acted upon.

If there are questions preliminary to your own response to the Committee, please call and we will help you find the answers available.

CMR/eh
enc.

cc: Mr. Wood
President Webb
Dr. Frost

September 17, 1975

To College Presidents: Dr. Robert M. Bersi (WASC)
Dr. F. Don James (CCSC)
Dr. Manson Van B. Jennings (SCSO)
Dr. Charles R. Webb (NSC)

Enclosed you will find copy of SOR#75-39 adopted by the Board of Trustees on Friday, September 5, 1975 amending the Personnel Policies.

James A. Froat
Executive Secretary

JAF/d
encl.



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

TECHNICAL AMENDMENTS TO THE PERSONNEL POLICIES AS ADOPTED BY THE BOARD OF TRUSTEES ON JUNE 13, 1975

September 5, 1975

WHEREAS, There are ambiguities in references specifying the span of service for ten-month administrative faculty; and

WHEREAS, The Trustees intended to define precisely and clearly the span of service for ten-month administrative faculty; and

WHEREAS, A precise and clear definition is provided in the current Connecticut Compensation Plan issued by the State Personnel Department covering ten-month employment as 217 payroll days; therefore, be it

RESOLVED, That 217 payroll days be used to define the span of service for ten-month administrative faculty; and, be it further

RESOLVED, That Article IX, Title B2a of the Trustees' Personnel Policies adopted June 13, 1975 be amended to read as follows:

*B2a. Persons Employed on a Ten-month Basis. Administrative faculty employed on a ten-month basis shall commence their annual service on the day the Trustees designate as the academic year's beginning and shall continue their service FOR 216 PAYROLL DAYS THEREAFTER; [until the same day of the tenth month thereafter;] however, when the College President deems it proper, the President may designate a different ten-month period of 217 PAYROLL DAYS for specified administrative faculty members. During the ten-month period of annual service administrative faculty members shall follow the calendar established for persons in the classified service.;

and, be it further

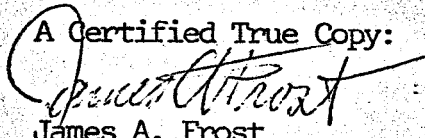
RESOLVED, That Article XIV, Title A2b be amended to read as follows:

*A2b. Administrative Faculty Employed on a Ten-month Basis. Administrative faculty members employed on a ten-month basis shall follow the calendar established for persons in the classified service. [The obligation of such persons begins with the day they are called to the campus for the fall semester and does not end until the last day of the tenth month thereafter.] Such persons are not entitled to academic holidays but are entitled to State holidays. A supervisor may require such a person to work on a State holiday in which case the employee shall be given compensating time off. Annual vacation days are earned over the ten-month period at the same monthly rate as they are earned by employees in the classified service. Vacation days so earned must be taken during the ten-month period. Unused vacation days may be carried forward from one year to the next.;

and, be it further

RESOLVED, That both changes shall be printed and distributed to the campuses for distribution to the faculty.

A Certified True Copy:


James A. Frost
Executive Secretary

*Proposed deletions are enclosed in brackets and proposed additions are all capitalized.



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

JAF
JVA

April 26, 1975

TO: Walter J. Petroskey, President and Members of the Executive Committee of the Four State College Organization of Administrative Faculty

FROM: Clinton M. *CMR* Ritchie, Executive Officer for Academic Affairs

CONCERNING: Action of the Trustees' Personnel Committee relative to a technical refinement in the Personnel Policies

In my letter to you dated July 15, 1975, item two covered the proposed technical refinement needed to eliminate the policy references in Article IX - Title B2a and Article XIV - Title A2b which differ in specifying the span of service required of ten-month administrators. As indicated in that letter the Personnel Committee planned to act on the proposed change at its meeting August 25, inviting your comment in advance of that meeting.

The Committee has asked that I inform you that it has approved the change as proposed and that the Committee intends to recommend such a change to the Board of Trustees at its meeting, Friday, September 5.

Further, the Committee asks that I again solicit your written comments on the proposed change. For your convenience attached is a copy of the proposed change as acted upon.

If there are questions preliminary to your own response to the Committee, please call and we will help you find the answers available.

CMR/eh

enc.

cc: Mr. Wood
President Webb
Dr. Frost

PROBLEM: In our new Personnel Policies we have provided two references which differ in specifying the span of service for ten-month administrative faculty.

P.15 "Administrative faculty employed on a ten-month basis shall commence their annual service on the day the Trustees designate as the academic year's beginning and shall continue their service until the same day of the tenth month thereafter;"

P.32 "The obligation of such persons begins with the day they are called to the campus for the fall semester and does not end until the last day of the tenth month thereafter."

PROPOSED SOLUTION:

- 1. Delete on page 32 (29-30) the sentence giving reference to this span of required service. It is unnecessary and irrelevant since the section pertains to Holidays and Vacation Days.

b. Administrative Faculty Employed on a Ten-Month Basis.

Administrative faculty members employed on a ten-month basis shall follow the calendar established for persons in the classified service. [The obligation of such persons begins with the day they are called to the campus for the fall semester and does not end until the last day of the tenth month thereafter.] Such persons are not entitled to academic holidays but are entitled to State holidays. A supervisor may require such a person to work on a State holiday in which case the employee shall be given compensating time off. Annual vacation days are earned over the ten-month period at the same monthly rate as they are earned by employees in the classified service. Vacation days so earned must be taken during the ten-month period. Unused vacation days may be carried forward from one year to the next.

delete

- 2. On page 15 (12) delete the current reference to ten months and instead use 217 payroll days, the standard used by the state in designating ten-month employment. This would leave the wording and presidential option parallel to current policy, substituting the 217 payroll days concept for the ten-month concept.

2. Responsibilities of the Administrative Faculty.

a. Persons Employed on a Ten-Month Basis. Administrative faculty employed on a ten-month basis shall commence their annual service on the day the Trustees designate as the academic year's beginning and shall continue their service FOR 216 PAYROLL DAYS THEREAFTER; [until the same day of the tenth month thereafter;] however, when the College President deems it proper, the President may designate a different ten-month period OF 217 PAYROLL DAYS for specified administrative faculty members. During the ten-month period of annual service administrative faculty members shall follow the calendar established for persons in the classified service.

delete