



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

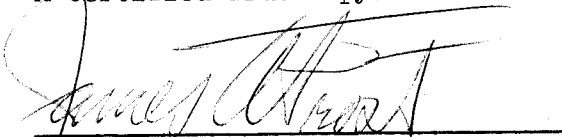
concerning

COMMENDATION OF MRS. RITA LEVY

September 3, 1976

- WHEREAS, The retirement of Dr. Cletus Clow left vacant the position of Executive Officer for Finance and Management, and
- WHEREAS, Mrs. Rita Levy, because of the delay in filling the position of Executive Officer for Finance and Management, did assume major responsibility in carrying the burdens of that office, working long hours at a level far above her normal assignment and displaying a capability that enabled the Central Staff to keep abreast of its fiscal and management charge, now, therefore, be it
- RESOLVED, That the Trustees commend Mrs. Levy for her diligence, skill, knowledge, ability loyalty, and contribution to the successful functioning of the Board, and be it also
- RESOLVED, That the Trustees express great pleasure and gratitude with Mrs. Levy's service to the Board and its Central Executive Staff.

A Certified True Copy:



James A. Frost
Executive Secretary



STATE OF CONNECTICUT
COMMISSION FOR HIGHER EDUCATION
P.O. Box 1320 HARTFORD, CONNECTICUT 06101
AREA CODE 203 566-3912

RECEIVED

OCT 12 1976

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

October 6, 1976

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

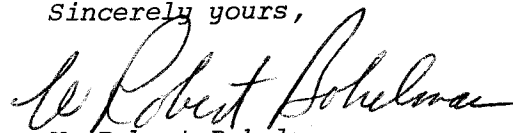
Dear Dr. Frost:

In Executive Session at the Commission for Higher Education meeting on Tuesday, October 5, 1976, a quorum being present and voting, SC-12, a resolution to establish the unclassified position of Administrative Assistant in the central office of the Board of Trustees for State Colleges and to name Mrs. Rita Levy to that position was approved.

Resolution SC-9 disapproved a change in the title of the Executive Assistant position in the central office of the Board.

I hereby certify that these are true copies of the resolutions.

Sincerely yours,


W. Robert Bokelman
Director

WRB:ja

Enclosures

CC: Ms. Sandra Biloan, Personnel and Administration
Mr. Zalman Bass, " " "
Mr. Richard Goldberg, " " "
Mr. James Poloshian, Budget Division
Auditors of Public Accounts

RESOLVED that the Commission for Higher Education, subject to its responsibilities contained in Section 10-324 of the 1975 version of the General Statutes, approve the request of the Board of Trustees for State Colleges to establish the unclassified position of Administrative Assistant in the central office of the Board and to name Mrs. Rita Levy to that position.



Louis Rabineau, Chancellor
Commission for Higher Education

10/5/76
Executive Session

August 25, 1976

Dr. Louis Rabineau
Chancellor
Commission for Higher Education
340 Capitol Avenue
Hartford, CT. 06115

Dear Dr. Rabineau:

Acting under the provisions of Sections 10-109b and 10-325 of the General Statutes, the Executive Committee of the Board of Trustees for State Colleges unanimously established the position of Administrative Assistant to the Executive Officer for Finance and Management. The position will be placed in unclassified status, salary group 10, which is deemed comparable to Code 0081 unclassified positions established by the Personnel Policy Board.

Attached hereto is the resolution that will be recommended by the Executive Committee to the Board of Trustees at its September 3, 1976 meeting, together with the justification for the position. Please bear in mind the extremely low cost in effecting this personnel transaction, especially our plan to cancel a Typist II position, via Form 14 action, as a "trade-off".

I strongly urge your favorable action, allowing retroactivity to August 27, 1976.

Sincerely yours,

James A. Frost
Executive Secretary

JAF/BWR/b
enclosures