



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050
 827-7700
 TEL. NEW BRITAIN: 203-~~239-1693~~ ~~TELETYPE: 203-566-7373~~

See 78-112 (L)
 See 77-22 (viii-c)
 See 77-34 (viii-c table)

RESOLUTION

concerning

SIGNING OF DOCUMENTS

for

BOARD OF TRUSTEES FOR STATE COLLEGES

September 8, 1978

RESOLVED, That the following named individuals be authorized to sign necessary and appropriate payrolls, contracts, agreements, or documents executed under the policies of the Board of Trustees for State Colleges.

Lawrence J. Davidson, Chairman of the Board

Alvin B. Wood, Vice Chairman of the Board

Margaret Shapiro, Secretary of the Board

James A. Frost, Executive Secretary to the Board and Executive Director for the Connecticut State Colleges

Thomas A. Porter, Executive Officer for Academic and Student Affairs

Clinton M. Ritchie, Executive Officer for Faculty and Staff Affairs

Frederic W. Rossomando, Executive Officer for Finance and Management

Carl L. Robinson, Acting Executive Officer for Finance and Management

Arnold W. Boynton, Associate for Fiscal Affairs

F. Don James, President, Central Connecticut State College

Joseph Pikiell, Vice President for Administrative Affairs, Central Connecticut State College

Michael K. Becker, Dean of Personnel Administration, Central Connecticut State College

Charles R. Webb, President, Eastern Connecticut State College

Delbert E. Meyer, Vice President for Academic Affairs, Eastern Connecticut State College

Robert W. Meshanic, Dean of Student Affairs, Eastern Connecticut State College

Michael E. Pernal, Dean of Personnel Administration, Eastern Connecticut State College

Frederick G. Herbert, Director of Administrative Affairs, Eastern Connecticut State College

John S. Berkett, Director of Fiscal Affairs (Administrator III), Eastern Connecticut State College

Manson Van B. Jennings, President, Southern Connecticut State College

Evann Middlebrooks, Executive Vice President, Southern Connecticut State College

J. Claude Scheuerman, Vice President for Administrative Affairs, Southern Connecticut State College

Rocco C. Orlando, Dean, School of Professional Studies, Southern Connecticut State College

Robert V. O'Brien, Associate Dean of Administrative Affairs, Southern Connecticut State College

Martin Anisman, Dean of Arts and Sciences, Southern Connecticut State College

Robert Nowlan, Acting Vice President for Academic Affairs, Southern Connecticut State College

Robert M. Bersi, President, Western Connecticut State College

Gertrude Braun, Vice President for Academic Affairs, Western Connecticut State College

Carl L. Robinson, Vice President for Administrative Affairs, Western Connecticut State College

John L. Butler, Executive Dean, Western Connecticut State College

Richard H. Sullivan, Associate Dean for Administrative Affairs, Western Connecticut State College

A Certified True Copy:


James A. Frost
Executive Director

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL PAYROLL DIVISION

AGENCY PAYROLL NO.
 047

AGENCY NAME

Board of Trustees of State Colleges

The following persons are authorized to sign payrolls and payroll expenditure certificates

| | |
|--|---|
| SIGNATURE <i>Lawrence J. Davidson</i> | SIGNATURE <i>James A. Frost</i> |
| NAME (Type) Lawrence J. Davidson | NAME (Type) James A. Frost, Executive Secretary to the |
| TITLE Chairman of the Board | TITLE Board and Executive Director for the |
| SIGNATURE <i>Alvin B. Wood</i> | SIGNATURE <i>Thomas A. Porter</i> |
| NAME (Type) Alvin B. Wood | NAME (Type) Thomas A. Porter |
| TITLE Vice Chairman of the Board | TITLE Executive Officer for Academic and Student Affairs |
| SIGNATURE <i>Margaret Shapiro</i> | SIGNATURE <i>Clinton M. Ritchie</i> |
| NAME (Type) Margaret Shapiro | NAME (Type) Clinton M. Ritchie |
| TITLE Secretary of the Board | TITLE Executive Officer for Faculty and Staff Affairs |
| SIGNED (Agency head) James A. Frost <i>James A. Frost</i> | TITLE Executive Director |
| | DATE 3/8/79 |

PAYROLL AUTHORIZATION CARD CO-773 NEW 1-71

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL PAYROLL DIVISION

AGENCY PAYROLL NO.
 247

AGENCY NAME

Board of Trustees of State Colleges

The following persons are authorized to sign payrolls and payroll expenditure certificates

| | |
|--|---|
| SIGNATURE <i>Lawrence J. Davidson</i> | SIGNATURE <i>James A. Frost</i> |
| NAME (Type) Lawrence J. Davidson | NAME (Type) James A. Frost, Executive Secretary to the |
| TITLE Chairman of the Board | TITLE Board and Executive Director for the |
| SIGNATURE <i>Alvin B. Wood</i> | SIGNATURE <i>Thomas A. Porter</i> |
| NAME (Type) Alvin B. Wood | NAME (Type) Thomas A. Porter |
| TITLE Vice Chairman of the Board | TITLE Executive Officer for Academic and Student Affairs |
| SIGNATURE <i>Margaret Shapiro</i> | SIGNATURE <i>Clinton M. Ritchie</i> |
| NAME (Type) Margaret Shapiro | NAME (Type) Clinton M. Ritchie |
| TITLE Secretary of the Board | TITLE Executive Officer for Faculty and Staff Affairs |
| SIGNED (Agency head) James A. Frost <i>James A. Frost</i> | TITLE Executive Director |
| | DATE 3/8/79 |

PAYROLL AUTHORIZATION CARD CO-773 NEW 1-71

RECEIVED

FEB 20 1979

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

SUGGESTION COMMITTEE SAY: Improve Your Own Condition; Earn Cash and Recognition: Send in a Suggestion!

Interdepartment Message

STO-200 REV. 11/73 (Stock No. 6938-050-01)

SAVE TIME: *Handwritten messages are acceptable.*

Use carbon if you really need a copy. If typewritten, ignore faint lines.

| | | | |
|---|--|--|-----------------------|
| <i>To</i> | NAME | TITLE | DATE |
| | AGENCY | ADDRESS | |
| <i>From</i> | NAME Casmier Dzielinski <i>C.D.</i> | TITLE Ass't. Chief, Central Payroll Div. | TELEPHONE 566-2876 |
| | AGENCY Comptroller's | ADDRESS 30 Trinity St., Hartford, Conn. 06115 | |
| SUBJECT Payroll Authorization Cards CO-773 | | | |

Please update the enclosed Payroll Authorization Cards CO-773.

1 copy - return to Central Payroll Division.

1 copy - keep for your records.

CD/ah

SAVE TIME: *If convenient, handwrite reply to sender on this same sheet.*

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL ACCOUNTS PAYABLE DIVISION

AGENCY NO.

047

AGENCY NAME

Board of Trustees for State Colleges

DATE

The following persons are authorized to sign encumbrance and expenditure documents

SIGNATURE

NAME (Type)

Lawrence J. Davidson

TITLE

Chairman of the Board

SIGNATURE

NAME (Type)

Alvin B. Wood

TITLE

Vice Chairman of the Board

SIGNATURE

NAME (Type)

Margaret Shapiro

TITLE

Secretary of the Board

SIGNATURE

NAME (Type)

James A. Frost, Executive Secretary to the

Board and Executive Director for the Connecticut State Colleges

SIGNATURE

NAME (Type)

Thomas A. Porter

Executive Officer for Academic and Student Affairs

SIGNATURE

NAME (Type)

Clinton M. Ritchie

Executive Officer for Faculty and Staff Affairs

Authorized By (Agency Head)

James A. Frost

TITLE

Executive Director

DATE

3/16/79

CLAIMS AUTHORIZATION CARD CO-512 REV. 1-75

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL ACCOUNTS PAYABLE DIVISION

AGENCY NO.

047

AGENCY NAME

Board of Trustees of State Colleges

DATE

The following persons are authorized to sign encumbrance and expenditure documents

SIGNATURE

NAME (Type)

Frederic W. Rossomando

Executive Officer for Finance and Management

SIGNATURE

NAME (Type)

M. Rita Levy

Assistant Executive Officer for Finance and Management

SIGNATURE

NAME (Type)

Brendan J. Kennedy

Assistant to the Executive Director

SIGNATURE

NAME (Type)

Arnold W. Boynton

Associate for Fiscal Affairs

SIGNATURE

NAME (Type)

TITLE

SIGNATURE

NAME (Type)

TITLE

Authorized By (Agency Head)

James A. Frost

TITLE

Executive Director

DATE

3/16/79

CLAIMS AUTHORIZATION CARD CO-512 REV. 1-75

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL ACCOUNTS PAYABLE DIVISION

AGENCY NO.

047

AGENCY NAME

Board of Trustees for State Colleges

DATE

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NAME (Type)

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TITLE

Chairman of the Board

SIGNATURE

NAME (Type)

Alvin B. Wood

TITLE

Vice Chairman of the Board

SIGNATURE

NAME (Type)

Margaret Shapiro

TITLE

Secretary of the Board

SIGNATURE

NAME (Type)

James A. Frost, Executive Secretary to the

Board and Executive Director for the Connecticut State Colleges

SIGNATURE

NAME (Type)

Thomas A. Porter

Executive Officer for Academic and Student Affairs

SIGNATURE

NAME (Type)

Clinton M. Ritchie

Executive Officer for Faculty and Staff Affairs

Authorized By (Agency Head)

James A. Frost

TITLE

Executive Director

DATE

3/16/79

CLAIMS AUTHORIZATION CARD CO-512 REV. 1-75

STATE OF CONNECTICUT - DEPARTMENT OF THE COMPTROLLER
CENTRAL ACCOUNTS PAYABLE DIVISION

AGENCY NO.

047

AGENCY NAME

Board of Trustees of State Colleges

DATE

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Executive Officer for Finance and Management

SIGNATURE

NAME (Type)

M. Rita Levy

Assistant Executive Officer for Finance and Management

SIGNATURE

NAME (Type)

Brendan J. Kennedy

Assistant to the Executive Director

SIGNATURE

NAME (Type)

Arnold W. Boynton

Associate for Fiscal Affairs

SIGNATURE

NAME (Type)

TITLE

SIGNATURE

NAME (Type)

TITLE

Authorized By (Agency Head)

James A. Frost

TITLE

Executive Director

DATE

3/16/79

CLAIMS AUTHORIZATION CARD CO-512 REV. 1-75



State of Connecticut

J. EDWARD CALDWELL
Comptroller

OFFICE OF THE COMPTROLLER

ADDRESS ALL COMMUNICATIONS TO
STATE COMPTROLLER
30 TRINITY STREET
HARTFORD, CONNECTICUT 06115

LAWRENCE J. CACCIOLA
Deputy Comptroller

MEMORANDUM NO. 78-71

December 1, 1978

RECEIVED

DEC 14 1978

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

TO: The Heads of All State Agencies

ATTENTION: Chief Fiscal Officer or Business Manager

SUBJECT: Authorized Signature Card (CO-512)

A complete update and signature consolidation of all agency authorized signature cards is required by the Central Accounts Payable Division due to statewide agency reorganization and other personnel changes.

All signature cards must be updated and filed with Central Accounts Payable to validate agency personnel authorized to sign expenditure and encumbrance documents.

Space for six signatures is provided on each CO-512 and names should be consolidated in all cases. Completed signature cards must be received by the Central Accounts Payable Division no later than January 2, 1979.

No encumbrances or expenditures will be processed without properly authorized signatures on file.

J. EDWARD CALDWELL
STATE COMPTROLLER

JEC:FCL:jar



**THE
CONNECTICUT
STATE
COLLEGES**

FOUNDED 1849

Office of the
Executive Director

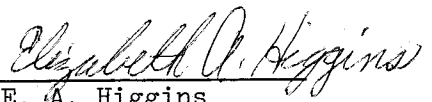
P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

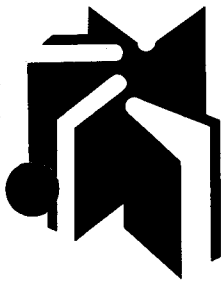
September 12, 1978

TO: The Honorable Gloria Schaffer, Secretary of the State
The Honorable Edward J. Caldwell, Comptroller
Mrs. Sandra Biloon, State Personnel Director
The Honorable Carl Ajello, Attorney General
Auditors of Public Accounts
Office of Policy and Management

Attached is copy of State College Resolution #78-93 authorizing individuals to sign official documents for the Board of Trustees for the State Colleges during the academic year 1978-1979. The resolution was adopted by the Board at its regular meeting on September 8, 1978.


E. A. Higgins
Associate for Board Affairs

Attachment



**THE
CONNECTICUT
STATE
COLLEGES**

FOUNDED 1849

*Budget
Punching*

Office of the
Executive Director

P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

July 21, 1978

TO COLLEGE PRESIDENTS:

Dr. Robert Bersi (WCSC)
Dr. F. Don James (CCSC)
Dr. Manson Jennings (SCSC)
Dr. Charles Webb (ECSC)

At the September meeting the Trustees must again authorize persons to sign for the Colleges and for the Board. Please send me the exact name and title of every person you wish to have authority to sign documents. It is necessary to have exact information because of legal implications. Dr. Frost urges you to hold the number of persons to a minimum.

Thank you.

Sincerely,

Betty Higgins

Betty Higgins
Associate for Board Affairs

BH:em



STATE OF CONNECTICUT

SOUTHERN CONNECTICUT STATE COLLEGE

501 CRESCENT STREET NEW HAVEN, CONNECTICUT 06515



TEL. (203) 397-4000

August 14, 1978

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

RECEIVED
AUG 15 1978
BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Dear Jim:

I recommend that the following named individuals be authorized to sign necessary and appropriate payrolls, contracts, agreements, or documents executed under the policies of the Board of Trustees for State Colleges.

Manson Van B. Jennings, President
Robert A. Nowlan, Jr., Acting Vice President for Academic Affairs
J. Claude Scheuerman, Vice President for Administrative Affairs
Evann Middlebrooks, Executive Vice President
Martin J. Anisman, Dean of the School of Arts and Sciences
Rocco C. Orlando, Dean, School of Professional Studies
Robert V. O'Brien, Associate Dean for Administrative Affairs.

Sincerely,

Manson Van B. Jennings
President

MVanBJ/ad

From the desk of
F. Don James
President



Miss Betty Higgins,
Associate for Board Affairs

RECEIVED

AUG 3 1978

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Betty:

Before Dr. James left the campus he dictated a note indicating that he would like to have the following names appear in the resolution regarding the signing of documents which will be approved by the Board at the September meeting.

F. Don James, President
Central Connecticut State College

Joseph Pikiell, Vice President for Administrative Affairs, Central Connecticut State College.

Michael K. Becker, Dean of Personnel Administration, Central Connecticut State College.

cc: Mr. Pikiell
Dr. Becker

Lillian Padula

EASTERN CONNECTICUT STATE COLLEGE
WILLIMANTIC, CONNECTICUT 06226

| | | |
|--|--|--------------------------------|
| TO James A. Frost, Executive Director | AGENCY Board of Trustees for the Connecticut State Colleges | DATE August 1, 1978 |
| FROM Charles R. Webb, President | AGENCY Eastern Connecticut State College | TELEPHONE 456-2231 Ext. 221 |
| SUBJECT | | |
| | | |

The following are persons authorized to sign for Eastern Connecticut State College:

Charles R. Webb, President
Delbert E. Meyer, Vice-President for Academic Affairs
Robert W. Meshanic, Dean of Student Affairs
Michael E. Pernal, Dean of Personnel Administration
Frederick G. Herbert, Director of Administrative Affairs
John S. Berkett, Director of Fiscal Affairs

CRW:arc

RECEIVED
AUG 3 1978
BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Interdepartment Message

STO-201 REV.3/74 STATE OF CONNECTICUT
(Stock No. 6938-051-01)

SAVE TIME: *Handwritten messages are acceptable.*
Use carbon if you really need a copy. If typewritten, ignore faint lines.

| | | | |
|-------------|---|---|-----------------------|
| To | NAME E. A. Higgins | TITLE Associate for Board Affairs | DATE 9-20-78 |
| | AGENCY Board of Trustees for the State Colleges | ADDRESS P.O. Box 2008, New Britain, Ct. 06050 | |
| From | NAME A. D. Vallee | TITLE Business Services Officer II | TELEPHONE 566-3095 |
| | AGENCY Comptroller's Office Central Accounts Payable | ADDRESS 18/20 Trinity St., Hartford, Ct. 06115 | |

SUBJECT
Claims Authorization Cards (CO-512)

A copy of State College Resolution #78-93 was received by this office.

The following individuals signatures are not on file in this office:

*Rec'd Higgins
For action
JRP
Sept 78*

Margaret Shapiro, Secretary of the Board

Thomas A. Porter, Executive Officer for Academic and Student Affairs

Frederic W. Rossomando, Executive Officer for Finance and Management

Michael K. Becker, Dean of Personnel Administration, Central Connecticut State College

Rocco C. Orlando, Dean, School of Professional Studies, Southern Connecticut State College

Robert Nowlan, Acting Vice President for Academic Affairs, Southern Connecticut State College

Martin Anisman, Dean of Arts and Sciences, Southern Connecticut State College

} sent

The enclosed Claims Authorization Cards (CO-512) are to be completed and returned.

Your cooperation is appreciated.

Thank you.

RECEIVED

SEP 26 1978

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

★
ADV:jar
Enclosures

September 27, 1978

Dr. Michael K. Becker
Dean of Personnel Administration
Central Connecticut State College
1615 Stanley Street
New Britain, CT 06050

Dear Dr. Becker:

We are in receipt of a memo dated September 20, 1978 from the Office of the Comptroller in which it is requested that the attached Claims Authorization Card (CO-512) be signed by you and President James as the Agency Head. After completion please return directly to:

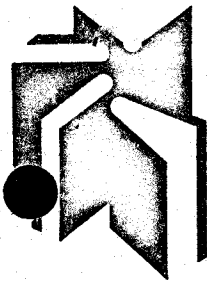
A. D. Vallee
Comptroller's Office
Central Accounts Payable
18 Trinity Street
Hartford, CT 06115

Thank you.

Sincerely,

Betty Higgins
Associate for Board Records

encl.



**THE
CONNECTICUT
STATE
COLLEGES**

FOUNDED 1849

file

Office of the
Executive Director

P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

September 27, 1978

Dr. Robert Nowlan
Acting Vice President for Academic Affairs
Southern Connecticut State College
501 Crescent Street
New Haven, CT 06515

Dear Dr. Nowlan:

We are in receipt of a memo dated September 20, 1978 from the Office of the Comptroller in which it is requested that the attached Claims Authorization Card (CO-512) be signed by you and President Jennings as the Agency Head. After completion please return directly to:

A. D. Vallee
Comptroller's Office
Central Accounts Payable
18 Trinity Street
Hartford, CT 06115

Thank you.

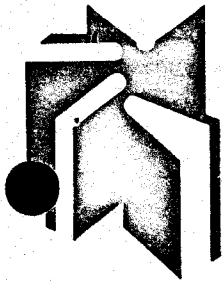
Sincerely,

Betty Higgins

Betty Higgins
Associate for Board Records

encl.

[Handwritten mark]



THE
CONNECTICUT
STATE
COLLEGES

FOUNDED 1849

file

Office of the
Executive Director

P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

September 27, 1978

Dr. Martin Anisman
Dean of Arts and Sciences
SOUTHERN CONNECTICUT STATE COLLEGE
501 Crescent Street
New Haven, CT 06515

Dear Dr. Anisman:

We are in receipt of a memo dated September 20, 1978 from the Comptroller's Office in which it is requested that the attached Claims Authorization Card (CO-512) be signed by you and President Jennings as the Agency Head. After completion please return the card directly to:

A. D. Vallee
Comptroller's Office
Central Accounts Payable
18 Trinity Street
Hartford, CT 06115

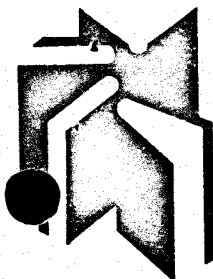
Thank you.

Sincerely,

Betty Higgins

Betty Higgins
Associate for Board Records

att.



**THE
CONNECTICUT
STATE
COLLEGES**

FOUNDED 1849

file

Office of the
Executive Director

P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

September 27, 1978

Dr. Rocco Orlando
Dean, School of Professional Studies
Southern Connecticut State College
501 Crescent Street
New Haven, CT 06515

Dear Dr. Orlando:

We are in receipt of a memo dated September 20, 1978 from the Office of the Comptroller in which it is requested that the attached Claims Authorization Card (CO-512) be signed by you and President Jennings as the Agency Head. After completion please return directly to:

A. D. Vallee
Comptroller's Office
Central Accounts Payable
18 Trinity Street
Hartford, CT 06115

Thank you.

Sincerely,

Betty Higgins

E. A. Higgins
Associate for Board Affairs