

STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. Box 2008

New Britain, Connecticut 06050 827–7700

TEL. NEW BRITAIN: 203 220 1504

KELX KANNALKON NA X00X269 XANN

AUTHORIZING RESOLUTION

concerning

Alteration of Title

at

Southern Connecticut State College

from

Assistant to the Dean of Student Affairs/Adm. II

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Assistant Dean of Student Affairs/Adm. III

August 2, 1979

RESOLVED, That the position Assistant to the Dean of Student Affairs/Adm. II, be altered to Assistant Dean of Student Affairs/Adm. III, at Southern Connecticut State College effective August 2, 1979, in accordance with all provisions and expectations as set forth in the proposal dated July 11, 1979, which is attached as an addendum to this Resolution.

A Certified True Copy:

James A. Frost Executive Director

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ALTERATION OF A CURRENT POSITION OR ESTABLISHMENT OF NEW POSITION

Manage and an other states of the second states of	IN THE UNC	LASSIFIED SERVICE	
To: Executive (officer for Faculty and Staff Affairs Connecticut State College,		Manson Van B. Jennings Man 39 President
Concerning	X New Position,		Existing Position (Vacant/Filled)
			ean of Student Affairs,
Proposed Position	n: Assistant Dean of	Student Affairs	, Administrator III
Title/Rank Ass	sistant Dean of Studer	nt Affairs, Admin	istrator III
12	as of FY \$21,000 1978 - 79	Ext.	AFSCME
10 or 12 mo. Full-Part-Time Temp Perm.	Salary Level	Fund (Gen., Ed. Ext., Aux.)	Bargaining Unit
3. Summary of Fu	unction (attach requi	red job descripti	on)
Sec	e Attachment		
			RECEIVED
4. Rationale for	Altering or Establi	shing Position	JUN 2 7 19/9
See	Attachment		FULL TIME COLLEGES
5. Conditions of	Employment if Change	ed or Different f	from Norm.
	ternal candidate be c n number would be use		eady on the General Fund Budget,
		en e	
Central Office Us	se		
Consultation with	Bargaining Unit Completed	•	roved: 1. For Submission to PERC 7/11/7 2. By Committee/Board
Comments:			
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	D	ate .	Signature

SOUTHERN CONNECTICUT STATE COLLEGE

NEW POSITION:

Assistant Dean of Student Affairs

RANK:

Administrator III, 12 months

RESPONSIBILITIES:

- 1. Directs and coordinates College academic advisement program for freshmen.
- 2. Increases liaison activities with the academic community.
- 3. Responsible for general supervision of clubs and organizations funded by the Student Activity Fee.
- 4. Provides support services for the Student Affairs Committee and serves as contact person within the College for members of the Committee.
- 5. Serves as College judicial officer.
- 6. Serves as Section 504 Compliance Officer for Handicapped Students.
- 7. Responsible to the Dean of Student Affairs for Student Handbook and Student Affairs publications.
- 8. Coordinates in-service programs for staff development.
- 9. Provides direct student personnel services to individuals and student groups as needed.
- 10. Assumes related duties as assigned by the Dean of Student Affairs.