

# THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

RESOLUTION

### appointing

DR. JOAN A. LEMOINE as DEAN OF STUDENT AFFAIRS at WESTERN CONNECTICUT STATE UNIVERSITY

### January 10, 1986

RESOLVED,

That Dr. Joan A. Lemoine be appointed to the currently vacant position, Dean of Student Affairs at Western Connecticut State University, effective February 3, 1986, under the terms and conditions of the Trustees' Personnel Policies, at an annual salary of \$51,000.

A Certified True Copy:

President

Central Connecticut State University • New Britain Eastern Connecticut State University • Willimantic

Southern Connecticut State University • New Haven Western Connecticut State University • Danbury A unit of The Connecticut State University WESTERN CONNECTICUT STATE UNIVERSITY



Danbury, Connecticut 06810

То:	Dr. H. B. Jestin Provost
From:	Frank J. Muska
Date:	November 26, 1985

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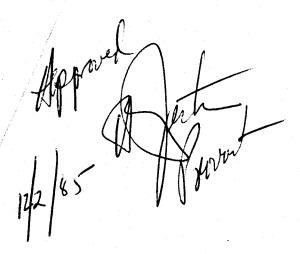
I am writing this letter at the request of Dr. Feldman regarding the appointment of Dr. Joan Lemoine to the position of Dean of Students at Western Connecticut State University.

Specifically, Dr. Lemoine will begin on February 3, 1986 at a salary of \$51,000. In addition to this, Dr. Feldman will be requesting a 4 percent increase for Dr. Lemoine in July.

I would appreciate your approval, in writing, regarding the above request.

Thank you for your time and consideration in this matter.

FJM:lw



RESUME

# JOAN APPLE LEMOINE

235 College Avenue Richmond, Indiana 47374 **Office Telephone** 317-966-8261 **Home** Telephone 317-966-5970

Education

Ed.D. Indiana University, Higher Education Administration. August 1985

M.A. Indiana University, Secondary Education with concentration in Speech, Theatre, English August 1969

B.A. Indiana University, Speech and Theatre August 1968

Position: Director of Student Services Indiana University East July 1, 1979 to present

Responsibilities:

--Plan, direct, and manage the activities of the Student Services Division; supervise the Directors of Advising, Admissions, Student Activities, Financial Aid, and the Registrar. --Member of the Chancellor's Executive Council.

--Develop a comprehensive operating budget; review and consolidate budgetary recommendations; monitor and verify major expenditures and analyze variance to the

budget.

--Chair Student Life Committee and Commencement Committee.

--Member, I.U. East Faculty Senate and Academic Affairs Council.

--Represent the University to the community through civic activities.

--Make regular presentations to the I.U. East Board of Advisors regarding Student Affairs matters.

--Grant writing and serve as Principal Investigator for Title III, Special Services grants, as well as short-term arts and humanities grants through the state of Indiana.

Position: Acting Director of Administrative Affairs/Registrar Indiana University East September 1978 to June 30, 1979

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Responsibilities:

--Maintained the duties of Registrar. --Supervised professional staff, including Directors of Admissions and Financial Aid, Advising and Student Development, and the Computer Center.

--Member of the campus management council chaired by the Chancellor of the Campus. --Chaired the Student Life Committee which coordinated Student Life activities and fees.

Position: Registrar and Counselor Indiana University East September 1975 to September 1978

Responsibilities:

--Maintained student records, from application for admission through graduation and/or transfer.

--Formulated registration policies and procedures.

--Hired, scheduled, and trained employees. --Organized and published the schedule of classes.

--Implemented and maintained the Indiana University Management Information System for the campus. This included checklist, records maintenance, admissions, schedule of classes, and registration. Involved close

communication with data processing personnel on my campus and the central campus (Bloomington).

--Member and liaison to various academic and administrative committees: Admissions and Academic Affairs, Academic Calendar, Management Information Systems Task Force, Commencement, External Degree, and Learning

Skills Development Committee. --Developed two specific additions to the Administrative Affairs area; a women's support group; and a credit course entitled "Career Decision Making".

--Managed the budget for the Office of the Registrar.

Position: Adjunct Faculty Indiana University East 1972 to current Adjunct

Adjunct faculty member teaching Speech and Theatre Appreciation

Position: Teacher 1970-1972

Speech and Drama at Maconaquah High School, Bunker Hill, Indiana. Directed all Speech, Drama and Debate activities.

1969-1970

Speech and Drama at Park High School, Racine, Wisconsin. Directed all Speech and Debate activities. Also sponsored Student Council and taught a course for Student Leaders.

Position: Resident Assistant 1968-1969 Indiana University, Halls of Residence.

Professional Organizations:

American College Personnel Association American Association for Counseling and Development American Association for Higher Education American Association of Community and Junior Colleges National Association of Student Personnel Administrators

### Community Service Activities:

Elected positions: Richmond Common Council Board of Directors, Richmond Power and Light

Civic: President, Richmond Civic Theatre Board of Directors for 2 years

President, Richmond/ Wayne County League of Women Voters for 2 years.

Guest Artistic Director for Richmond Civic Theatre. Directed "Godspell", "How the Other Half. Loves", "Vanities", and "Applause.

Member: Alcoa Foundation Scholarship Selection Committee, Community Advisory Board for Earlham College Public Radio, and Performing Arts Facility Committee

Personal: Pilot, member of Richmond Chapter of World Wings and A.O.P.A.

## REFERENCES

- Dr. Glenn A. Goerke Chancellor Indiana University East 2325 Chester Boulevard Richmond, Indiana 47374 317-966-8261
- Dr. Frank A. Butler Vice President and Dean of Faculties Armstrong State College Administration Building Savannah, Georgia 912-927-5258

Dr. Thomas W. Osgood Associate Professor and Director of Computing Services Indiana University East 2325 Chester Blvd. Richmond, Indiana 47374 317-966-8261

J Dr. Elizabeth Nuss Dean for Undergraduate Life Indiana University Bloomington Student Services Building Bloomington, Indiana 47401 812-335-9237

Dr. Alexander F. Schilt Chancellor, Downtown Campus One Main Street Houston, Texas 77002 713-749-1901

