



# 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:

  
Dallas K. Beal  
President



# WESTERN CONNECTICUT STATE UNIVERSITY

Danbury, Connecticut 06810

To: Dr. H. B. Jestin  
Provost

From: Frank J. Muska *FJM*  
Dean of Personnel Administration

Date: November 26, 1985

RECEIVED  
NOV 29 1985  
THE CONNECTICUT  
STATE UNIVERSITY

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

*Approved*  
*[Signature]*  
12/2/85

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

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 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
- ↓ 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