



THE CONNECTICUT STATE UNIVERSITY

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

AMENDING RESOLUTION

concerning

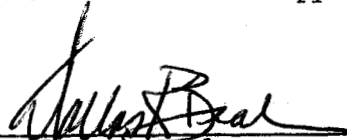
POLICY CONCERNING THE DISPOSITION OF ASSETS OF INACTIVE CAMPUS ORGANIZATIONS

May 2, 1986

WHEREAS, The Office of the State Comptroller has withheld approval of the addendum to Board Resolution No. 86-2 because certain items set forth in the addendum are not in accord with provisions of the governing sections of the General Statutes, be it

RESOLVED, That the addendum to Board Resolution No. 86-2 shall be superseded by the addendum to this amending resolution.

A Certified True Copy:

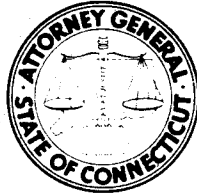

Dallas K. Beal
President

POLICIES AND PROCEDURES CONCERNING DISPOSITION OF
ASSETS OF INACTIVE STUDENT ORGANIZATIONS

1. It shall be the responsibility of the Campus President to determine when a class, a student club, or organization has become inactive.
2. Class organizations shall designate a beneficiary by the end of the first semester of the senior year. This designation should be filed with the Campus President or the President's designee with a copy to the Student Senate.
3. The assets of each class organization (i.e., the Class of 1985, Class of 1986, etc.) which remain after all bills for class activities have been paid and the class has been declared inactive will be disposed of in the following manner:
 - a. Unexpended Funds which were originally received from the Student Government shall revert to the Student Government.
 - b. Unexpended funds which were raised from money-making endeavors for specific purposes such as charitable donations, gifts to the campus, etc., shall be applied to the intended purpose. If this is not practical, the funds shall be disposed of as provided in paragraph "c."
 - c. All remaining assets not disposed of under the terms of paragraphs "a" and "b" above shall go to the beneficiary designated by the class.
4. The assets of a student club or organization which remain after all bills of the club or organization have been paid and the club or organization has been declared inactive shall be disposed of as follows:
 - a. Unexpended funds attributable to Student Government allocations and/or membership fees shall revert to the Student Government.
 - b. All remaining assets not disposed of under the terms of paragraph "a" shall be disposed of as follows:
 1. If a written designation of a beneficiary has been filed with the Campus President, or designee, and Student Senate and if the beneficiary is among the following: the Student Government, other officially recognized clubs or organizations, and the campus alumni association, the remaining assets shall go to said beneficiary.
 2. If no beneficiary has been designated, all remaining assets revert to the Student Government.

State of Connecticut

JOSEPH I. LIEBERMAN
ATTORNEY GENERAL



Office of The Attorney General

78 OAK STREET
HARTFORD, CONNECTICUT 06106

April 9, 1986

Dr. H.B. Jestin
Provost
The Connecticut State University
Box 2008
New Britain, CT 06050

RECEIVED
APR 14 1986
THE CONNECTICUT
STATE UNIVERSITY

Dear Dr. Jestin:

Thank you for your letter of November 27, 1985 requesting the advice of our office on salary payments made to an employee of the Connecticut State University. Specifically you ask if the particular employee must reimburse the State for her September salary payments. Our answer is yes.

The salient facts involve the appointment, by the Board of Trustees of the Connecticut State University, of an administrator at one of the schools at Central Connecticut State University. Apparently an agreement had been reached between the dean of the particular school and the new employee to provide the latter with an allotment for moving expenses. This allotment would take the form of one month's salary by making the employee's appointment effective on September 1, 1985. However the employee would not assume her duties until October 1, 1985. We are advised that the employee was indeed placed on the State payroll on September 1, 1985 and received gross wages of \$2,111.15 for the month. She assumed her duties on October 1, 1985.

State law requires the payroll officer of each agency to attest, by signature, that each employee listed on the payroll has "rendered the services for which payment is to be made". Conn. Gen. Stat. § 3-119. The employee should not have been listed on the payroll until she had assumed the duties of her position.

Appearance of an employee's name on the payroll, as attested to by the payroll officer, reveals that the employee rendered personal services to the State for which compensation is paid. Ibid. "Compensation" is defined in the State Personnel Act as

April 9, 1986
Dr. H.B. Jestin
Page 2

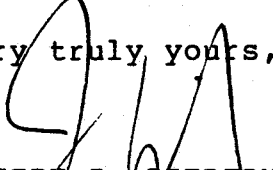
"salary, wages, benefits and other forms of valuable consideration earned by and provided to an employee in remuneration for services rendered." Conn. Gen. Stat. § 5-196(f) (emphasis added). Since the particular employee here did not assume the duties of assistant dean until October 1, 1985 she was not entitled to be placed on the payroll prior thereto.

Accordingly, any payment from the State payroll prior to the employee actually rendering "services for which payment is to be made" was improper, and the State should be reimbursed the total gross wages of \$2,111.15 paid to the employee for the month of September.

Finally, we note that the Board of Trustees of the Connecticut State University does not currently have a specific policy in place governing the payment of moving expenses. To avoid a recurrence of the foregoing situation, the Board would be well-advised to establish a formalized procedure for processing such requests pursuant to its general powers. Conn. Gen. Stat. § 10a-89; see Conn. Gen. Stat. § 4-188a.

Feel free to call upon us should you need further guidance.

Very truly yours,


JOSEPH I. DIEBERMAN
ATTORNEY GENERAL


Thomas P. Clifford, III
Assistant Attorney General

JIL:TPC:mk