



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


Office of the President

RESOLUTION
concerning
ESTABLISHMENT OF POSITION
COORDINATOR OF SUBSTANCE ABUSE PREVENTION PROGRAM/ADMINISTRATOR IV
at
WESTERN CONNECTICUT STATE UNIVERSITY

September 8, 1989

RESOLVED, That the grant-funded position, Coordinator of Substance Abuse Prevention Program/Administrator IV, be established at Western Connecticut State University, effective September 8, 1989, in accordance with all provisions and expectations as set forth in the proposal dated August 22, 1989, which is attached as an addendum to this resolution.

A Certified True Copy:


Dallas K. Beal
President



CSU-200



THE CONNECTICUT STATE UNIVERSITY

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

Submitted	8/22/89
Date	
By: CSU ()	
CCSU ()	SCSU ()
ECSU ()	WCSU (XX)

POSITION ACTION REQUEST

POSITION ACTION: ESTABLISH (XX) RECLASSIFY () OTHER () DATE EFFECTIVE 9/8/89 PERM () FT () TEMP () PT ()

POSITION TITLE: Coordinator of Substance Abuse Prevention Program/Admin. 4 7919
 CURRENT (Class Code) PROPOSED (Class Code)

POSITION NUMBER: CURRENT SALARY PROPOSED SALARY 36,000. FUND Grant BARG UNIT AFSCME from to

RESOLUTION

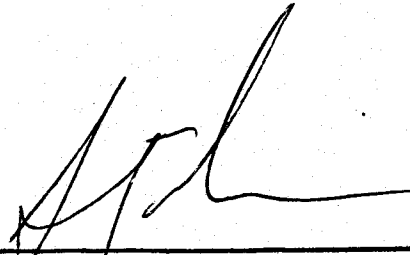
BR#

RESOLVED, That the position of Coordinator of Substance abuse Prevention Programs/Admin. 4 at Western Conn. State University be established, effective September 8, 1989, in accordance with all provisions and expectations as set forth in the proposed guidelines, which is attached as an addendum to this resolution.

A Certified True Copy _____
 Dallas K. Beal, President, CSU Date

JUSTIFICATION: (Use Reverse Side If Additional Space Is Needed)

With the rise of drug and alcohol abuse on college campuses, we plan to use this grant position from the Dept. of Education as a proactive measure to develop and expand our substance abuse counseling services at Western and, in addition, we hope to enhance our outreach activities to the university population in support of our efforts to eliminate substance abuse among our students.


 Signed (University) Date 7-11-89

-0-
Proc. Cost

PERCommittee Date

BOARD OF TRUSTEES Date

WESTERN CONNECTICUT STATE UNIVERSITY

POSITION DESCRIPTION

Position Title: Coordinator of Substance Abuse Prevention Program

Rank: Administrator IV

Department: Student Affairs

Supervisor's Title: Dean of Student Affairs

POSITION SUMMARY

Serves as the administrator of a grant from the Department of Education to develop and expand substance abuse counseling services, staff training, programming and outreach activities in support of University efforts to eliminate substance abuse among students.

POSITION RESPONSIBILITIES

Organizes and coordinates staff training and intervention.

Serves as a resource for counseling service referrals related to substance abuse.

Organizes and coordinates campus based programming efforts which emphasize Wellness activities as an alternative to substance abuse.

Coordinates research activities regarding use and prevalence of substance abuse among students.

In conjunction with the Dean of Student Affairs, organizes a comprehensive information and resource center for dealing with substance abuse.

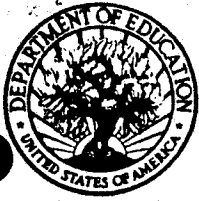
Administers grant activities and expenditures related to the grant.

Provides organizational expertise in the development of outreach programs for both campus and community audiences.

Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

QUALIFICATIONS

Master's degree appropriate to the field and four years' experience in substance abuse counseling required. Substantial experience in administering a substance abuse counseling program and grant writing preferred.



UNITED STATES DEPARTMENT OF EDUCATION

WASHINGTON, D.C. 20202

RECEIVED

JUL 10 1989

**STUDENT AFFAIRS
W.C.S.U.**

Dear Recipient:

Congratulations on your grant award from the U.S. Department of Education under Drug Prevention Programs In Higher Education. To ensure the best possible communication between our offices, we would like to direct your attention to several areas involving the administration of the grant that you will want to review in detail at this time. The enclosed Grant Award Notification includes information with which you will need to become familiar.

Information relating to contact persons responsible for the grant can be found in Block 3 of the Notification. For your convenience, we have included their telephone numbers. The Education Program Staff contact person is the Project Officer responsible for monitoring activities and addressing programmatic issues arising under the grant. The Education Grants Staff contact person is the Grants Specialist responsible for overseeing the administrative and business-management concerns of the grant. All reports and requests for programmatic and budget revisions must be addressed to the Grants Office.

You will need to review and become familiar with both the program regulations and Education Department General Administrative Regulations (EDGAR) cited in Block 7. For information on payment procedures and reporting requirements and other special terms and conditions, please see the attachments referenced in Block 7. In Block 9, you will find additional important information relating to the terms and conditions of the grant. All terms and conditions continue in effect through the project period or until modified or rescinded by the Grants Officer.

It is important to remember that in all communications with the Department of Education you will need to provide us with the PR/AWARD NUMBER found in Block 4. This identifier will facilitate our service to you.

Again, congratulations on your selection for a U.S. Department of Education grant. We look forward to a good working relationship with you and your organization.

Sincerely,

Shirley Bryant

Shirley Bryant
Grants Specialist
Research & Demonstration Branch
Grants Division
Grants and Contracts Service

Enclosures

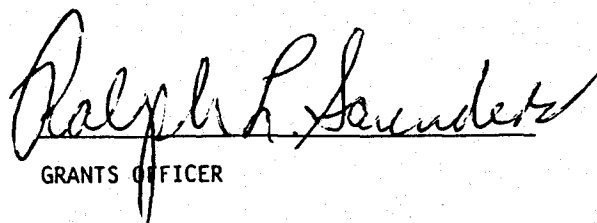


U.S. DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202

GRANTS AND CONTRACTS
SERVICE

GRANT AWARD NOTIFICATION

1	RECIPIENT NAME Western Connecticut State Univ 181 White Street Danbury, CT 06810	4	AWARD INFORMATION PR/AWARD NUMBER P183A90035 ACTION NUMBER 01 ACTION TYPE NEW AWARD TYPE DISCRETIONARY										
2	PROJECT TITLE DRUG PREVENTION PROGRAM FUND FOR THE IMPROVEMENT OF POSTSECONDARY ED	5	AWARD PERIODS BUDGET PERIOD 09/01/89 - 09/30/91 PROJECT PERIOD 09/01/89 - 09/30/91										
3	PROJECT STAFF RECIPIENT PROJECT DIRECTOR JOAN APPLE LEMOINE 203-797-4391 EDUCATION PROGRAM STAFF WILLIAM BURNS 202-732-5750 EDUCATION GRANTS STAFF SHIRLEY BRYANT 202-732-2547	6	AUTHORIZED FUNDING THIS ACTION 144,126 BUDGET PERIOD 144,126 PROJECT PERIOD 144,126 RECIPIENT COST SHARE 0%										
		7	ADMINISTRATIVE INFORMATION PAYMENT METHOD ED PMS ENTITY NUMBER 1-066000798-07 REGULATIONS 34 CFR 74,75,77,80,85 34 CFR 4131 ATTACHMENTS A B S										
8	LEGISLATIVE & FISCAL DATA AUTHORITY: DRUG FREE SCHOOLS AND COMMUNITIES ACT OF 1986 PROGRAM TITLE: DRUG FREE SCHOOLS PROGRAM CFDA 84.183A <table border="0"> <tr> <td>APPROPRIATION</td> <td>FY</td> <td>CAN</td> <td>OBJECT CLASS</td> <td>AMOUNT</td> </tr> <tr> <td>91 91000</td> <td>89</td> <td>E003565</td> <td>4115</td> <td>144,126</td> </tr> </table>			APPROPRIATION	FY	CAN	OBJECT CLASS	AMOUNT	91 91000	89	E003565	4115	144,126
APPROPRIATION	FY	CAN	OBJECT CLASS	AMOUNT									
91 91000	89	E003565	4115	144,126									
9	TERMS AND CONDITIONS OF AWARD THE FOLLOWING ITEMS ARE INCORPORATED IN THE GRANT AGREEMENT: 1) THE RECIPIENT'S APPLICATION (BLOCK 2), 2) THE APPLICABLE EDUCATION DEPARTMENT REGULATIONS (BLOCK 7). OTHER INFORMATION AFFECTING THIS ACTION IS PROVIDED IN THE ATTACHMENTS SHOWN IN BLOCK 7.												

 6/26/89
 GRANTS OFFICER DATE