



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050
 TEL. NEW BRITAIN: 203-229-1007 ⁸²⁷⁻⁷⁷⁰⁰ ~~203-229-1007~~ ~~203-566-2873~~ ~~TEL. HARTFORD~~

AUTHORIZING RESOLUTION

concerning

The Establishment of a New Position

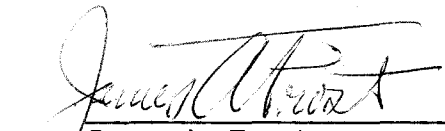
at Western Connecticut State College

Personnel-Affirmative Action Coordinator, Administrator III

January 6, 1978

RESOLVED, That the position, Personnel-Affirmative Action Coordinator, Administrator III, be established at Western Connecticut State College effective January 6, 1978, in accordance with all provisions and expectations as set forth in the accompanying proposal dated January 4, 1978.

A Certified True Copy:



 James A. Frost
 Executive Director

DRAFT

ALTERATION OF A CURRENT POSITION OR ESTABLISHMENT OF NEW POSITION
IN THE UNCLASSIFIED SERVICE

To: Executive Officer for Faculty and Staff Affairs

From: Western Connecticut State College,

[Signature]
Dr. Robert Bersi
President

Concerning: X New Position, Existing Position (Vacant/Filled)

Proposal:

Establish a position of Administrator III

Proposed Position:

Title/Rank Personnel-Affirmative Action Coordinator, Administrator III

Full-time/12 mo.	\$17,407.	General	AFSCME
10 or 12 mo.	Salary Level	Fund (Gen., Ed. Ext., Aux.)	Bargaining Unit
Full-Part-Time			

Summary of Function (attach required job description)

See attached

4. Rational for Altering or Establishing Position

As part of WestConn's commitment to Affirmative Action, we are required under federal and state regulations to designate an individual who will be responsible for the implementation of the College's Affirmative Action Programs. Presently, the DPA is serving in the capacity of acting Affirmative Action Officer. Furthermore, the responsibility for the College's personnel activities is also being handled, on an interim basis, by the DPA, in addition to her responsibility of contract administration. It is requested that a new position, reporting to the DPA, which combines the functions of Affirmative Action Officer and of Personnel Coordinator be approved.

5. Conditions of Employment if Changed or Different from Norm.

N/A

For Central Office Use

Consultation with Bargaining Unit
Completed 1/11/78

Approved:

1. For Submission to PERC *[Signature]*
2. By Committee/Board

Comments:

(Date)

(Signature)

PERSONNEL-AFFIRMATIVE ACTION COORDINATOR

Administrator III

RECEIVED

NOV 17 1977

FOR THE SERVICES OF COLLEGES

3.2.4.2
PRC 11/28/77

Western Connecticut State College seeks the services of an individual to establish and administer a responsive personnel and affirmative action program. The individual who will fulfill this position must be able to assume the responsibility for all aspects of personnel management, EEO, Title IX, etc. obligations including State and Federal requirements as well as those dictated by the collective bargaining agreements in existence.

The candidate selected must have a proven record of experience in administering personnel and equal opportunity programs. Candidates should have five (5) years of college level administrative service and an appropriate master's degree from an accredited college.

The Selection Committee may waive administrative experience for those candidates possessing heavy qualifications in terms of in-depth knowledge of both personnel and affirmative action program administration. Those interested in applying for this position should indicate their interest to:

Ms. Elizabeth McCoy
Dean of Personnel Administration
Western Connecticut State College
181 White Street
Danbury, Connecticut 06810

Applications must be received by _____

Starting salary for this position is \$17,407.

We are an Affirmative Action/EEO Employer