



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. Box 2008 New Britain, Connecticut 06050

TEL. NEW BRITAIN: 203-~~279-190X~~ ⁸²⁷⁻⁷⁷⁰⁰ ~~XBX XBXTEFRX X08X566X7X3X~~

AUTHORIZING RESOLUTION

concerning


Establishment of a New Position
at
Central Connecticut State College

Residence Hall Director/Administrator I

November 7, 1980

RESOLVED, That the position, Residence Hall Director/Administrator I, be established at Central Connecticut State College effective August 25, 1980, in accordance with all provisions and expectations as set forth in the proposal dated November 7, 1980, which is attached as an addendum to this Resolution.

A Certified True Copy:


James A. Frost
Executive Director

UNCLASSIFIED POSITION ALTERATION SUMMARYTitle: Residence Hall Director/ Admin. IFund: AuxiliaryPosition Type: Permanent X Part-time _____ 10-MonthEffective Date: August 25, 1980Cost: \$8,000Campus: Central

Proposal: To create 8 new positions in the Auxiliary Fund to staff the residence halls thus replacing those individuals currently performing on Personal Services Agreements.

Summary: See attached job description.

Date: November 7, 1980

Central Connecticut State College

POSITION DESCRIPTION

Position Title: Residence Hall Director
Administrative Rank: Administrator I
Department: Housing
Supervisor(s) Position/Title Director of Housing

POSITION SUMMARY:

Under the supervision of the Director of Housing, this live-in professional staff member is responsible for the overall quality of life in a College residence hall. He/she coordinates the educational, student development and administrative aspects of a residence hall. The emphasis of this position is on establishing and maintaining an atmosphere conducive to personal growth and academic achievement.

POSITION RESPONSIBILITIES:

Renders assistance to students in a residence hall through counseling, advising and referral.
Oversees all residence hall programs, activities and support staff.
Selects, orients, trains, supervises and evaluates Resident Assistant staff.
Investigates reports of misconduct and attempts to resolve or eliminate sources of conflict among students.
Provides leadership in the development, implementation and evaluation of an orientation program for entering resident students.
Supervises the security, maintenance, inventory and general operations of the residence hall.
Serves as liaison between the residents, the Director of Housing and other areas within the college.
Advises the hall government and student judicial bodies.
Performs other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.

Memorandum of Agreement
between
Board of Trustees for the State College
and
SCOAF-AFSCME

In settlement of prohibited practice complaint SPP-5774, dated April 21, 1980; claims arising from the administrative reorganization of Central Connecticut State College; and other related issues.

It is agreed

1. That the Board shall create eight (8) ten-month positions of Residence Hall Director, Administrator I at Central Connecticut State College and shall place the eight current dormitory directors in those positions effective August 25, 1980 at an annual salary of \$1,000.00 per annum above the rate of direct wages they are currently receiving under Personal Services Agreements. They shall not be eligible for the 1980 merit pool.
2. Residence Hall Directors who served during the 1979-80 academic year, shall be treated as second year employees.
3. Victor Stone will be transferred to the position of Counselor III at his current salary effective November 7, 1980. The position of Director of Residence Life, Administrator III, shall be abolished.
4. The Board shall establish the position of Assistant to the Director of Housing, Administrator I at Central Connecticut State College with an appropriate job description.
5. The position of Assistant Director Student Center-Program Advisor, Administrator II, currently vacant, shall be revised to Assistant in the Student Center-Operations and Student Activities, Administrator I, and shall include among others, the duties for the position of Assistant in Student Affairs-Student Activities previously approved by the Board.
6. SCOAF-AFSCME withdraws complaint SPP-5774, dated April 21, 1980, and declares that all issues arising from said complaint, the administrative reorganization of Central Connecticut State College dated October 3, 1980, and the creation of the position of Assistant in Student Affairs-Students activities are hereby resolved and that SCOAF-AFSCME has no further claims in these matters.

Michael K. Becker for Board of Trustees

James J. Malone for SCOAF-AFSCME

Dated _____