



THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

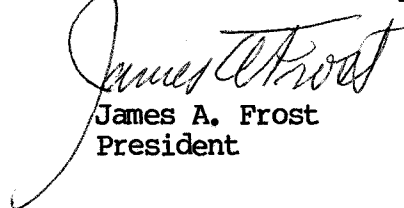
concerning

The Temporary Appointment
of an
Acting Vice President for Academic Affairs
at
Eastern Connecticut State University

July 20, 1984

BE IT RESOLVED, That Dr. Roy H. Merolli be and hereby is given a temporary appointment as Acting Vice President for Academic Affairs at Eastern Connecticut State University. The appointment is to begin on July 1, 1984 and to end on June 30, 1985, at an annual salary of \$59,600.

A Certified True Copy:


James A. Frost
President

RESUME
of
ROY H. MEROLLI

Personal Data

Address: 3 Karen Drive, Portland, Connecticut 06480
Telephone: (203) 342-4855
Date of Birth: May 7, 1943
Marital Status: Married Children: two sons

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STATE UNIVERSITY

Education

B.A. with High Honors, University of Connecticut, 1965
Major: Political Science Minor: Economics, History
Honors: Phi Beta Kappa, Phi Kappa Phi, Distinguished Military Graduate

M.A. in Political Science with concentrations in Public Administration and
and Public Law, University of Connecticut, 1971.

Ph.D. in Political Science, University of Connecticut, 1980.
Major areas of study: Public Administration (Organization and Management,
Intergovernmental Relations); Public Finance (State and Local Finance,
Governmental Budgeting); American Political System. Skill Area: Statistics.
Language: French.

Doctoral Dissertation: Public Authorities in Connecticut
An examination of the structure, operation, financing and control of public
corporations at the state and regional levels in Connecticut.

Military Service

U.S. Army (Intelligence Branch) 1965-67; Rank: 1st Lieutenant
Duties: Platoon Leader, Ft. Bragg, N.C.; Intelligence and Operations
Advisor, South Vietnam.
Army Reserve 1968-70; Rank: Captain
Duties: Headquarters Company Commander - Directed the provision of general
administrative support for a battalion.

Professional Experience

I. Vice President for Administrative Affairs, Eastern Connecticut State
College, Willimantic, Ct. 1980-present. Major duties are the following.

A. Budget and Finance

1. Direct preparation of operating budgets for General Fund appropri-
ations and college self-supporting programs, i.e., auxiliary enter-
prises and educational extension fund.
2. Supervise execution of above budgets and associated accounting
systems and budgetary controls.
3. Develop and coordinate the operation of a departmental planning and
program budgeting system.
4. Oversee preparation and implementation of grant budgets and com-
pletion of required reports.
5. Prepare reports and make presentations pertaining to college's
financial position.

B. Business and Auxiliary Operations

1. Supervise purchasing and materials management procedures.
2. Oversee internal system of communications including mail, telephone and transportation services.
3. Develop and execute contractual arrangements for auxiliary service operations, e.g., bookstore and food services.

C. Facilities Management and Planning

1. Oversee campus maintenance operations.
2. Prepare and implement annual capital budget pertaining to the construction of new and renovation of existing facilities.
3. Coordinate the usage of college facilities by outside groups.

D. Computer Services

1. Oversee operation of College Data Center.
2. Serve as chairperson of campus data processing steering committee.

II. Dean of Administration, Middlesex Community College, Middletown, Ct. 1978-1980. Duties similar to those currently performed at Eastern Connecticut State College with the following additional responsibilities.

A. Labor Relations and Personnel

1. Serve as President's designee for the administration of collective bargaining agreements pertaining to faculty, administrative, and classified personnel.
2. Supervise preparation and processing of all college personnel actions.

B. Campus Security and Safety

C. Grant-in-Aid Programs

Coordinate the preparation of grant-in-aid proposals which are of general application to the college.

III. Dean of Administration and Community Services, Asnuntuck Community College, Enfield, Ct. 1972-1978. Duties similar to those performed at Middlesex Community College with the following additional responsibilities.

A. Community Services and Extension

Responsible for planning, development, operation, and evaluation of community service and credit extension programs.

B. Summer Session Director

C. Cooperative Education Program

D. Other Duties

1. College Registrar (1972-73)
2. Financial Aid Officer (1972-73)
3. Veterans Affairs Officer (1972-74)

IV. Assistant to the President, Middlesex Community College, Middletown, Ct
1968-1972.

A. Coordinator, Community Service and Extension Program

B. Summer Session Director

C. Grant-in-Aid Programs

Research governmental and private grant-in-aid programs.
Prepare and/or assist staff in formulation of grant proposals.

D. Institutional Research and Reporting

Complete reports and questionnaires from governmental and private agencies and perform special studies.

E. Public Relations

Prepare newspaper releases, advertisements, radio broadcasts for all college programs and activities.

F. Assist president in matters pertaining to all facets of college operations, e.g., personnel, accreditation, special projects.

V. Administrative Trainee, Board of Trustees of Connecticut Community Colleges (1968). Research and prepare reports pertaining to system budget and enrollment data; assist Fiscal Officer in the development of system fiscal policies; assist in preparation of system operating and capital budget requests.

VI. Teaching Experience

American National Government (Connecticut Correctional Institution); State and Local Government; Guest lecturer in public administration, business management, and public finance courses.

VII. Professional Associations and Community Service

A. National Association of College & University Business Officers (NACUBO).

B. American Society of Public Administration (ASPA): convened panel on "The Future of the Public Corporation" at the 1981 ASPA Regions I and II Conference.

C. Chairman, Awards Committee, Dollars for Scholars Program, Portland, Ct., 1980-82.

D. Head baseball coach, Portland Minor League, 1980-82.

E. Coach, CYO Junior Varsity Basketball Team, Portland, Ct., 1980-82.