



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

RESOLUTION

concerning

Central Office Staff Position

October 5, 1973

WHEREAS, The Trustees desire that budgets be prepared in a manner easily comprehended by persons who are not specialists in higher education, and,

WHEREAS, A management information system and management indices must be developed if the principles of accountability required by the Trustees are to be established, and,

WHEREAS, The accomplishment of these tasks require the services of a person well trained and well experienced in the finance and management of institutions of higher education, be it

RESOLVED, That the Board of Trustees for the State Colleges of Connecticut, acting under the authority of Sections 10-325 and 109b of the General Statutes hereby establishes the position of Provost for Finance and Management in the Central Office, in Salary Group 38, effective immediately.



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

December 13, 1973

Dr. Warren G. Hill
Chancellor
Commission for Higher Education
340 Capitol Avenue
Hartford, Connecticut 06115

Dear Chancellor Hill:

In the last Executive Session of the Commission for Higher Education, a resolution was passed approving a finance and management position and a Steno III position for the Central Office for State Colleges. We, of course, welcome the support of the Commission for both these positions. However, we believe that while Section 10-324 of the General Statutes empowers the Commission to specifically exercise position control over the "executive secretary and executive staff", in our view it does not include control over non-executive positions such as stenographic and other clerical staff, which are not executive positions.

The Trustees would, therefore, appreciate some clarification of this matter since it adds complication to what is already a complex procedure of approving Central Office positions.

Sincerely,

A handwritten signature in cursive script, appearing to read "J. Frost".

James A. Frost
Executive Secretary

DB:sar

cc: Mr. Edward H. Simpson, Commissioner

STATE OF CONNECTICUT

COMMISSION FOR HIGHER EDUCATION

P.O. Box 1320

HARTFORD, CONNECTICUT 06115

AREA CODE 203 566-3912

*BU for
not for
1/1/73*

RECEIVED

DEC 12 1973

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

December 6, 1973

Mr. Edward H. Simpson, Commissioner
Personnel Department
State Office Building
Hartford, Connecticut

Dear Mr. Simpson:

In Executive Session at the Commission for Higher Education meeting on Tuesday, December 4, 1973, a quorum being present and voting, the following resolutions were approved:

Anniversary increments for unclassified members of the Commission staff effective December 21, 1973.

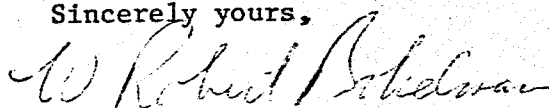
Appointment of Dr. James J. McGovern to the position of Associate in Higher Education, Coordinator of Information Systems beginning December 21, 1973.

The interim staffing requirements for the Board for State Academic Awards.

Establishment of a finance and management position and a Steno III position in the Central Office of the Board of Trustees for State Colleges.

I hereby certify that these are true copies of the resolutions.

Sincerely yours,



W. Robert Bokelman
Director

WRB:ja

Enclosures

CC: Mr. Zalman Bass, Personnel Department

Mr. James Poloshian, Budget Division

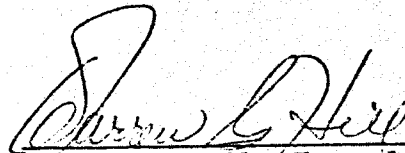
Auditors of Public Accounts

Dr. Bernard Shea, Board for State Academic Awards

Dr. James A. Frost, State Colleges

RESOLVED that the Commission for Higher Education, subject to its responsibilities contained in Section 10-324 of the 1969 Supplement to the General Statutes to approve the size of the executive staff of the central offices of the respective boards of trustees, hereby takes the following action relative to a proposal made by the Board of Trustees for the State Colleges at a meeting on October 5, 1973:

1. Approves the establishment of a position in finance and management in the Central Office, in Salary Group 37, effective immediately, and
2. Approves the establishment of a position of Stenographer III, Salary Group 8, effective immediately.



Warren G. Hill, Chancellor
Commission for Higher Education

12/4/73
Executive Session

INTERDEPARTMENT MESSAGE

STO 200 2/69

SAVE TIME: *Handwritten messages are acceptable.*

Use carbon if you really need a copy

TO Dr. James A. Frost Executive Secretary	AGENCY Board of Trustees for State Colleges	DATE October 16, 1973
JM W. Robert Bokelman, Director	AGENCY Commission for Higher Education	TELEPHONE 3912
SUBJECT Proposed additions to central office staff		

This office has received the resolution passed by your Board of Trustees on October 5, 1973, establishing a position of Provost for Finance and Management to serve in the Board's Central Office. The Commission has a responsibility to approve the size and conditions of employment of the executive staffs of the constituent units (Sec. 10-324a-6, G.S.).

We will have this item on the agenda of the Fiscal Policy and Planning Committee at its meeting on the morning of November 6, 1973. It would be helpful if you would plan to be present to explain any questions about the position and the proposed salary level. Your request will be supported by the Commission staff. Since the position is included in your approved budget for 1973-74, we see no opposition to its recommendation to the full Commission.

kkk

*Mrs. Harper:
It is possible
that both Mr. Bokelman
& I will be in campus
I have no information
Mr. Bokelman. Please
advise me that
some person at the
meeting who
can explain.
- JAT*

SAVE TIME: *If convenient, handwrite reply to sender on this same sheet.*

cmk



STATE OF CONNECTICUT

COMMISSION FOR HIGHER EDUCATION

P.O. Box 1320

HARTFORD, CONNECTICUT 06115

AREA CODE 203 566-3912

November 7, 1973

Dr. James A. Frost
Board of Trustees for State Colleges
1280 Asylum Avenue
Hartford, Connecticut

Dear Dr. Frost:

In Executive Session at the Commission for Higher Education meeting on Tuesday, November 6, 1973, a quorum being present and voting, the enclosed resolution was approved authorizing the Board of Trustees for State Colleges to establish a position in the central office to have responsibilities in the areas of finance and management with the position title and salary to be determined at a later date.

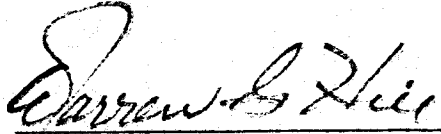
I hereby certify that this is a true copy of the resolution.

Sincerely yours,

W. Robert Bokelman
Director

WRB:ja
Enclosure

RESOLVED that the Commission for Higher Education, subject to its responsibilities contained in Section 10-324a of the 1969 Supplement to the General Statutes, approves the request of the Board of Trustees for State Colleges to establish a position in the central office to have responsibilities in the areas of finance and management with the position title and salary to be determined at a later date.



Warren G. Hill, Chancellor
Commission for Higher Education

11/6/73
Executive Session



STATE OF CONNECTICUT
DEPARTMENT OF PERSONNEL AND ADMINISTRATION
STATE OFFICE BUILDING - HARTFORD, CONNECTICUT 06115

November 27, 1973

Dr. James A. Frost
Executive Secretary
Board of Trustees for the State Colleges
1280 Asylum Avenue
Hartford, Connecticut 06105

Subject: Provost for Finance and Management

Dear Dr. Frost:

Your communication on October 19, 1973 and the resolution of the Board of Trustees of October 5, 1973 causes us to request more information and amplification regarding the establishment of the position of Provost for Finance and Management.

Already in the Central Office there is an existing job class of Chief Fiscal Officer - State Colleges. Additionally, there is the position of Associate Executive Secretary, Board of Trustees for State Colleges. It is not clear to us whether the proposed position is truly a budget-financial-administrative type of class or one in the public relations realm. We also note that each of the four state colleges has a Dean of Administrative Affairs. If it is intended that there be stronger central control of administration, then, it would follow that the positions aforementioned would be diminished in level of responsibility.

As you know, I am presently serving as a member of an Ad Hoc Salary Committee that is working in connection with the Commission for Higher Education to evaluate salary structures throughout the system. However, this committee does not address itself to the question of need or the organizational structure of any of the constituent units.

Sincerely,

A handwritten signature in cursive script, reading "Edward H. Simpson".

Edward H. Simpson
Commissioner of Personnel
and Administration

EHS:pat