



STATE OF CONNECTICUT

BOARD OF TRUSTEES FOR THE STATE COLLEGES

1280 ASYLUM AVENUE HARTFORD, CONNECTICUT 06105

74-17
See 74-18

RESOLUTION

concerning

Financial Adjustment for Certain Other Unclassified Employees
who are
Non-Teaching Professionals

May 10, 1974

- WHEREAS, Neighboring states have moved ahead of Connecticut in the level of salaries paid for comparable positions, thereby weakening our State's competitive position in the recruitment and retention of non-teaching professionals, and
- WHEREAS, In accordance with the provisions of Section 10-324 of the General Statutes, the Commission for Higher Education reviewed but did not support, for those positions enumerated below, the Board's initial proposal for salary adjustments, and
- WHEREAS, Further study has led the Board to believe that salary adjustments are in order, and
- WHEREAS, The Commission is now in process of reacting to the information which resulted from such further study, and
- WHEREAS, Revised salary adjustments have been submitted to the Commission for consideration and recommendations with the expectation that recommendations will be made by the Commission at its May meeting, and
- WHEREAS, Certain employees in these positions received no increment during the fiscal year 1973-74 because they had previously reached the maximum step for their salary group, and
- WHEREAS, Both the effective date of the proposed salary adjustments and the closing date for transactions of the current fiscal year are rapidly approaching, making it necessary for the Board of Trustees to act, be it
- RESOLVED, 1. That, should the Commission recommend that the Board not approve its proposed salary changes as indicated for all or any of the positions in the following listing, the Board will delay action

on all or any such positions which the Commission does not recommend Board approval until the Board has reexamined its proposals in light of the Commission's recommendation.

2. That, should the Commission recommend that the Board approve any or all of the salary changes indicated on the following listing, thereby confirming the Board's own finding that such a change or changes are fitting and proper, the Board, exercising the authority provided in Section 10-109b of the General Statutes, declares that such positions which are recommended for approval by the Commission are so approved and shall be changed in salary schedule as indicated on the following listing and that such changes shall be implemented as specified in the addendum to this resolution.
 - a. The salary group for Assistant Director of Data Processing shall be raised to a range of 19 through 25 from the present range of 17 through 23.
 - b. The salary group for Director of Placement shall be raised to 25 from the present level of 24.
 - c. The salary group for Assistant Director of Placement shall be raised to a range of 20 through 22 from the present range of 18 through 20.
 - d. The salary group for Assistant Director of Public Affairs shall be raised to a range of 22 through 24 from the present range of 21 through 23.
 - e. The salary group for Director of Student Center shall be raised to 26 from the present level of 25.
 - f. The salary group for Financial Aides Officer shall be raised to 25 from the present level of 24.
 - g. The salary group for Library Assistant I shall be raised to 12 from the present level of 11.
 - h. The salary group for Assistant Registrar shall be raised to a range of 22 through 24 from the present range of 21 through 23.
3. That, persons employed in these positions who were otherwise eligible for salary increments but who were denied such increments because they reached the maximum steps in their salary groups prior to June 22, 1973, may receive the above financial adjustments effective October 12, 1973, in accordance with the guidelines in the addendum to this resolution, and, if at a step which is less than the maximum of the new salary group, may receive an increment of the new salary group effective June 21, 1974.

4. That, those persons who had not reached the maximum steps in their salary groups prior to June 22, 1973, may receive the above financial adjustments effective June 21, 1974 in accordance with the guidelines in the addendum to this resolution.
5. That, the foregoing statements notwithstanding, no person shall have his salary group advanced beyond the level in effect on the date of passage of this resolution and no person shall receive an adjustment to a higher salary level unless he is recommended for such advancement and salary adjustment by the appropriate College President. The present salary group shall be retained for those persons who are not granted an increase by virtue of this resolution.
6. That, the financial adjustments provided by this resolution shall be in addition to any general salary increase or cost-of-living adjustment granted to State employees by action of the 1974 General Assembly, and shall be in lieu of any salary increase authorized by any other Board policy except for those increases resulting from promotions.

ADDENDUM

to

RESOLUTION #74-17 of MAY 10, 1974

concerning

FINANCIAL ADJUSTMENT FOR UNCLASSIFIED EMPLOYEES

who are

NON-TEACHING PROFESSIONALS

1. Should the conditions indicated in Section 2 of this resolution prevail, all eligible employees, who have not benefited under Section 3 of this resolution, may be placed on that step which provides the immediately higher salary than the salary from which advanced, after augmentation by the amount of one increment of the higher salary group, except that a second increment of the higher salary group shall be added when the resulting increase in the annual salary rate would be less than the sum of an annual increment of the salary group from which advanced plus \$121.00. The maximum increase, including annual increments, shall not exceed those provided in the following table.

Present Salary

Salary Effective June 21, 1974

a. Assistant Director of Data Processing

| | | |
|-------------------------|----|-------------------------|
| Salary Group 17, Step 1 | to | Salary Group 19, Step 1 |
| Salary Group 17, Step 2 | to | Salary Group 19, Step 1 |
| Salary Group 17, Step 3 | to | Salary Group 19, Step 2 |
| Salary Group 17, Step 4 | to | Salary Group 19, Step 3 |
| Salary Group 17, Step 5 | to | Salary Group 19, Step 4 |
| Salary Group 17, Step 6 | to | Salary Group 19, Step 5 |
| Salary Group 17, Step 7 | to | Salary Group 19, Step 6 |
| Salary Group 18, Step 1 | to | Salary Group 20, Step 1 |
| Salary Group 18, Step 2 | to | Salary Group 20, Step 1 |
| Salary Group 18, Step 3 | to | Salary Group 20, Step 2 |
| Salary Group 18, Step 4 | to | Salary Group 20, Step 3 |
| Salary Group 18, Step 5 | to | Salary Group 20, Step 4 |
| Salary Group 18, Step 6 | to | Salary Group 20, Step 5 |
| Salary Group 18, Step 7 | to | Salary Group 20, Step 6 |

Present Salary

Salary Effective June 21, 1974

a. Assistant Director of Data Processing (cont'd.)

| | | |
|-------------------------|----|-------------------------|
| Salary Group 19, Step 1 | to | Salary Group 21, Step 1 |
| Salary Group 19, Step 2 | to | Salary Group 21, Step 1 |
| Salary Group 19, Step 3 | to | Salary Group 21, Step 2 |
| Salary Group 19, Step 4 | to | Salary Group 21, Step 3 |
| Salary Group 19, Step 5 | to | Salary Group 21, Step 4 |
| Salary Group 19, Step 6 | to | Salary Group 21, Step 5 |
| Salary Group 19, Step 7 | to | Salary Group 21, Step 5 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 20, Step 1 | to | Salary Group 22, Step 1 |
| Salary Group 20, Step 2 | to | Salary Group 22, Step 1 |
| Salary Group 20, Step 3 | to | Salary Group 22, Step 2 |
| Salary Group 20, Step 4 | to | Salary Group 22, Step 3 |
| Salary Group 20, Step 5 | to | Salary Group 22, Step 4 |
| Salary Group 20, Step 6 | to | Salary Group 22, Step 5 |
| Salary Group 20, Step 7 | to | Salary Group 22, Step 5 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 21, Step 1 | to | Salary Group 23, Step 1 |
| Salary Group 21, Step 2 | to | Salary Group 23, Step 1 |
| Salary Group 21, Step 3 | to | Salary Group 23, Step 2 |
| Salary Group 21, Step 4 | to | Salary Group 23, Step 3 |
| Salary Group 21, Step 5 | to | Salary Group 23, Step 4 |
| Salary Group 21, Step 6 | to | Salary Group 23, Step 5 |
| Salary Group 21, Step 7 | to | Salary Group 23, Step 5 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 22, Step 1 | to | Salary Group 24, Step 1 |
| Salary Group 22, Step 2 | to | Salary Group 24, Step 1 |
| Salary Group 22, Step 3 | to | Salary Group 24, Step 2 |
| Salary Group 22, Step 4 | to | Salary Group 24, Step 3 |
| Salary Group 22, Step 5 | to | Salary Group 24, Step 4 |
| Salary Group 22, Step 6 | to | Salary Group 24, Step 5 |
| Salary Group 22, Step 7 | to | Salary Group 24, Step 6 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 23, Step 1 | to | Salary Group 25, Step 1 |
| Salary Group 23, Step 2 | to | Salary Group 25, Step 1 |
| Salary Group 23, Step 3 | to | Salary Group 25, Step 2 |
| Salary Group 23, Step 4 | to | Salary Group 25, Step 3 |
| Salary Group 23, Step 5 | to | Salary Group 25, Step 4 |
| Salary Group 23, Step 6 | to | Salary Group 25, Step 5 |
| Salary Group 23, Step 7 | to | Salary Group 25, Step 6 |

b. Director of Placement, Financial Aids Officer

| | | |
|-------------------------|----|-------------------------|
| Salary Group 24, Step 1 | to | Salary Group 25, Step 1 |
| Salary Group 24, Step 2 | to | Salary Group 25, Step 2 |
| Salary Group 24, Step 3 | to | Salary Group 25, Step 3 |
| Salary Group 24, Step 4 | to | Salary Group 25, Step 4 |
| Salary Group 24, Step 5 | to | Salary Group 25, Step 5 |
| Salary Group 24, Step 6 | to | Salary Group 25, Step 6 |
| Salary Group 24, Step 7 | to | Salary Group 25, Step 7 |

Present Salary

Salary Effective June 21, 1974

c. Assistant Director of Placement

| | | |
|-------------------------|----|-------------------------|
| Salary Group 18, Step 1 | to | Salary Group 20, Step 1 |
| Salary Group 18, Step 2 | to | Salary Group 20, Step 1 |
| Salary Group 18, Step 3 | to | Salary Group 20, Step 2 |
| Salary Group 18, Step 4 | to | Salary Group 20, Step 3 |
| Salary Group 18, Step 5 | to | Salary Group 20, Step 4 |
| Salary Group 18, Step 6 | to | Salary Group 20, Step 5 |
| Salary Group 18, Step 7 | to | Salary Group 20, Step 6 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 19, Step 1 | to | Salary Group 21, Step 1 |
| Salary Group 19, Step 2 | to | Salary Group 21, Step 1 |
| Salary Group 19, Step 3 | to | Salary Group 21, Step 2 |
| Salary Group 19, Step 4 | to | Salary Group 21, Step 3 |
| Salary Group 19, Step 5 | to | Salary Group 21, Step 4 |
| Salary Group 19, Step 6 | to | Salary Group 21, Step 5 |
| Salary Group 19, Step 7 | to | Salary Group 21, Step 5 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 20, Step 1 | to | Salary Group 22, Step 1 |
| Salary Group 20, Step 2 | to | Salary Group 22, Step 1 |
| Salary Group 20, Step 3 | to | Salary Group 22, Step 2 |
| Salary Group 20, Step 4 | to | Salary Group 22, Step 3 |
| Salary Group 20, Step 5 | to | Salary Group 22, Step 4 |
| Salary Group 20, Step 6 | to | Salary Group 22, Step 5 |
| Salary Group 20, Step 7 | to | Salary Group 22, Step 5 |

d. Assistant Director of Public Affairs, Assistant Registrar

| | | |
|-------------------------|----|-------------------------|
| Salary Group 21, Step 1 | to | Salary Group 22, Step 2 |
| Salary Group 21, Step 2 | to | Salary Group 22, Step 3 |
| Salary Group 21, Step 3 | to | Salary Group 22, Step 4 |
| Salary Group 21, Step 4 | to | Salary Group 22, Step 4 |
| Salary Group 21, Step 5 | to | Salary Group 22, Step 5 |
| Salary Group 21, Step 6 | to | Salary Group 22, Step 6 |
| Salary Group 21, Step 7 | to | Salary Group 22, Step 7 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 22, Step 1 | to | Salary Group 23, Step 1 |
| Salary Group 22, Step 2 | to | Salary Group 23, Step 2 |
| Salary Group 22, Step 3 | to | Salary Group 23, Step 3 |
| Salary Group 22, Step 4 | to | Salary Group 23, Step 4 |
| Salary Group 22, Step 5 | to | Salary Group 23, Step 5 |
| Salary Group 22, Step 6 | to | Salary Group 23, Step 6 |
| Salary Group 22, Step 7 | to | Salary Group 23, Step 7 |

| | | |
|-------------------------|----|-------------------------|
| Salary Group 23, Step 1 | to | Salary Group 24, Step 1 |
| Salary Group 23, Step 2 | to | Salary Group 24, Step 2 |
| Salary Group 23, Step 3 | to | Salary Group 24, Step 3 |
| Salary Group 23, Step 4 | to | Salary Group 24, Step 4 |
| Salary Group 23, Step 5 | to | Salary Group 24, Step 5 |
| Salary Group 23, Step 6 | to | Salary Group 24, Step 6 |
| Salary Group 23, Step 7 | to | Salary Group 24, Step 7 |

Present Salary

Salary Effective June 21, 1974

e. Director of Student Center

| | | |
|-------------------------|----|-------------------------|
| Salary Group 25, Step 1 | to | Salary Group 26, Step 1 |
| Salary Group 25, Step 2 | to | Salary Group 26, Step 2 |
| Salary Group 25, Step 3 | to | Salary Group 26, Step 3 |
| Salary Group 25, Step 4 | to | Salary Group 26, Step 4 |
| Salary Group 25, Step 5 | to | Salary Group 26, Step 5 |
| Salary Group 25, Step 6 | to | Salary Group 26, Step 6 |
| Salary Group 25, Step 7 | to | Salary Group 26, Step 7 |

f. Library Assistant I

| | | |
|-------------------------|----|--------------------------|
| Salary Group 11, Step 1 | to | Salary Group 12, Step 2 |
| Salary Group 11, Step 2 | to | Salary Group 12, Step 3 |
| Salary Group 11, Step 3 | to | Salary Group 12, Step 4 |
| Salary Group 11, Step 4 | to | Salary Group 12, Step 5 |
| Salary Group 11, Step 5 | to | Salary Group 12, Step 6 |
| Salary Group 11, Step 6 | to | Salary Group 12, Step 7 |
| Salary Group 11, Step 7 | to | Salary Group 12, Step 7* |

*Exception

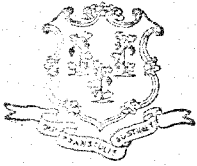
2. Should the conditions indicated in Section 2 of this resolution prevail, incumbents of positions specified in the resolution, who fall within the provisions of Section 3 of the resolution, may be advanced as specified, and, if so advanced, shall be placed on the salary step which provides the immediately higher salary than the salary from which advanced, except that, when the resulting annual rate of benefit shall be \$120.00 or less, an increment of the higher salary group shall be added. The maximum increase, including annual increments, shall not exceed those provided in the following table.

| <u>Present Salary</u> | <u>Retroactive Increase Effective October 12, 1973</u> | <u>Effective June 21, 1974</u> |
|-----------------------|--|------------------------------------|
|-----------------------|--|------------------------------------|

a. Assistant Director of Data Processing

| | | |
|-------------------------|-------------------------|-------------------------|
| Salary Group 17, Step 7 | Salary Group 19, Step 5 | Salary Group 19, Step 6 |
| Salary Group 18, Step 7 | Salary Group 20, Step 5 | Salary Group 20, Step 6 |
| Salary Group 19, Step 7 | Salary Group 21, Step 5 | Salary Group 21, Step 6 |
| Salary Group 20, Step 7 | Salary Group 22, Step 5 | Salary Group 22, Step 6 |
| Salary Group 21, Step 7 | Salary Group 23, Step 5 | Salary Group 23, Step 6 |
| Salary Group 22, Step 7 | Salary Group 24, Step 5 | Salary Group 24, Step 6 |
| Salary Group 23, Step 7 | Salary Group 25, Step 5 | Salary Group 25, Step 6 |

| <u>Present Salary</u> | <u>Retroactive Increase Effective October 12, 1973</u> | <u>Effective June 21, 1974</u> |
|---|--|------------------------------------|
| <u>b. Director of Placement, Financial Aids Officer</u> | | |
| Salary Group 24, Step 7 | Salary Group 25, Step 6 | Salary Group 25, Step 7 |
| <u>c. Assistant Director of Placement</u> | | |
| Salary Group 18, Step 7 | Salary Group 20, Step 5 | Salary Group 20, Step 6 |
| Salary Group 19, Step 7 | Salary Group 21, Step 5 | Salary Group 21, Step 6 |
| Salary Group 20, Step 7 | Salary Group 22, Step 5 | Salary Group 22, Step 6 |
| <u>d. Assistant Director of Public Affairs, Assistant Registrar</u> | | |
| Salary Group 21, Step 7 | Salary Group 22, Step 6 | Salary Group 22, Step 7 |
| Salary Group 22, Step 7 | Salary Group 23, Step 6 | Salary Group 23, Step 7 |
| Salary Group 23, Step 7 | Salary Group 24, Step 6 | Salary Group 24, Step 7 |
| <u>e. Director of Student Center</u> | | |
| Salary Group 25, Step 7 | Salary Group 26, Step 6 | Salary Group 26, Step 7 |
| <u>f. Library Assistant I</u> | | |
| Salary Group 11, Step 7 | Salary Group 12, Step 7 | Salary Group 12, Step 7 |



STATE OF CONNECTICUT

COMMISSION FOR HIGHER EDUCATION

P.O. Box 1320

HARTFORD, CONNECTICUT 06101

AREA CODE 203 566-3912

May 15, 1974

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, May 14, 1974, a quorum being present and voting, the following resolutions were approved:

1. Recommendation that the salary of the Associate Executive Secretary of the Board of Trustees for State Colleges be raised from Salary Group 35 to Salary Group 37.
2. Recommendation that salary schedules of administrative positions in the state colleges be adjusted as requested.
3. To adjust the rates for room and apartment rental and food service in the state colleges effective for the fall semester 1974.

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

The request to adjust the college general fee was tabled to secure further information on the need and guidelines followed by the colleges in setting student fees.

Sincerely yours,

W. Robert Bokelman
Director

WRB:ja
Enclosures
CC: Mr. Edward H. Simpson
Mr. Zalman Bass
Mr. James Poloshian
Auditors of Public Accounts

RECEIVED

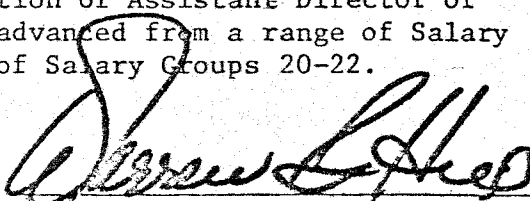
MAY 17 1974

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

RESOLVED that the Commission for Higher Education, subject to its responsibilities contained in Section 10-324 of the 1972 Volume of the General Statutes to make comments and recommendations on proposed changes in the salary schedules by the board of trustees of a constituent unit, makes the following comments and recommendations relative to such proposals made by the Board of Trustees for State Colleges:

1. Recommends that the position of Director of Admissions be advanced from Salary Group 28 to a range of Salary Groups 27-29.
2. Recommends that the positions of Assistant Director of Admissions 1, 2, 3, be advanced from Salary Groups 24-26 to a range of Salary Groups 24-27.
3. Recommends that the position of Director of Data Processing be advanced from Salary Group 27 to a range of Salary Groups 27-29.
4. Recommends that the position of Director of Evening Division and Extension be advanced from Salary Group 27 to a range of Salary Groups 28-30.
5. Recommends that the position of Director of Housing be advanced from Salary Group 24 to a range of Salary Groups 24-25.
6. Recommends that the position of Director of Public Affairs be advanced from Salary Group 26 to a range of Salary Groups 25-27.
7. Recommends that the position of Director of Research be advanced from Salary Group 30 to a range of Salary Groups 30-31.
8. Recommends that the position of Director of Television be advanced from Salary Group 26 to a range of Salary Groups 25-27.
9. Recommends that the positions of Assistant Director of Television 1, 2, 3, be advanced from a range of Salary Groups 21-23 to a range of Salary Groups 22-25.
10. Recommends that the position of Registrar be advanced from Salary Group 26 to a range of Salary Groups 26-27.
11. Recommends that the position of Vice President for Administrative Affairs be advanced from Salary Group 34 to a range of Salary Groups 36-37.

12. Recommends that the position of Dean of Administrative Affairs be advanced from Salary Group 34 to a range of Salary Groups 35-36.
13. Recommends that the position of Dean of Academic Affairs be advanced from Salary Group 34 to a range of Salary Groups 35-36.
14. Recommends that the position of Assistant Director of Data Processing be advanced from a range of Salary Groups 17-23 to a range of Salary Groups 19-25.
15. Recommends that the position of Assistant to Director of Housing be advanced from Salary Group 13 to Salary Group 15.
16. Recommends that the position of Director of Placement be advanced from Salary Group 24 to Salary Group 25.
17. Recommends that the positions of Assistant Director of Placement 1, 2, and 3 be advanced from a range of Salary Groups 18-20 to a range of Salary Groups 20-22.
18. Recommends that the positions of Assistant Director of Public Affairs 1, 2, and 3 be advanced from a range of Salary Groups 21-23 to a range of Salary Groups 22-24.
19. Recommends that the position of Director of Student Center be advanced from Salary Group 25 to Salary Group 26.
20. Recommends that the position of Financial Aides Officer be advanced from Salary Group 24 to Salary Group 25.
21. Recommends that the position of Library Assistant I be advanced from Salary Group 11 to Salary Group 12.
22. Recommends that the position of Assistant Registrar 1, 2, 3, be advanced from a range of Salary Groups 21-23 to a range of Salary Groups 22-24.
23. Recommends that the position of Assistant Director of Audio Visual 1, 2, 3 be advanced from a range of Salary Groups 19-21 to a range of Salary Groups 20-22.


Warren G. Hill, Chancellor
Commission for Higher Education