



STATE OF CONNECTICUT

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. Box 2008 NEW BRITAIN, CONNECTICUT 06050
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TEL. NEW BRITAIN: 203-~~229-1807~~ ~~FEL. HARTFORD: 203-566-7373~~

AUTHORIZING RESOLUTION

concerning

The Establishment of a New Position


at Western Connecticut State College

Research Coordinator, Administrator III

March 10, 1978

RESOLVED, That the position, Research Coordinator, Administrator III, be established at Western Connecticut State College effective March 10, 1978, in accordance with all provisions and expectations as set forth in the accompanying proposal dated February 24, 1978.

A Certified True Copy:


James A. Frost
Executive Director

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,

Robert M. Beyer
President

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

1. Proposal:

Establish a position of Administrator III

2. Proposed Position:

Title/Rank Research Coordinator/Administrator III

Full-time/12 mo. \$17,407.00

General

AFSCME

T. (P)

10 or 12 mo. Salary Level

Fund (Gen.,

Bargaining Unit

Full-Part-Time

Ed. Ext., Aux.)

3. Summary of Function (attach required job description)

See attached

4. Rationale for Altering or Establishing Position

The activities concerned with grants, contracts and funding of projects by other than state sources has increased greatly during the last two years. With the implementation of Article 21, "Research", of the AAUP/BOT collective bargaining agreement, a dramatic increase in these activities is certain. Accompanying this increased activity will be the need for further planning studies and reports. The requested position will meet the present and known future requirements in this area of research.

For Central Office Use

Consultation with Bargaining Unit
Completed 2/23/78

Approved:

1. For Submission to PERC 2/24/78

2. By Committee/Board _____

Comments:

2/24/78
(Date)

Chris Stetson
(Signature)

RESEARCH COORDINATOR

ADMINISTRATOR III

The Research Coordinator will develop and maintain information files on public and private funding sources and will be responsible for dissemination of this information to the College Community; will furnish direct assistance to faculty members and others seeking research funding, including grant proposal preparation; and will be responsible for the preparation of reports required of the College on these sources of funding. The Research Coordinator will also conduct applied regional research and will assist in the preparation of planning studies and reports.

Candidates should have five (5) years experience in grant preparation and administration, or in a related field as well as effective verbal and oral skills. Master's degree required. Minimum salary \$17,407.

Applications should be sent to:

Personnel Office
Western Connecticut State College
181 White Street
Danbury, Connecticut 06810

Applications must be received by:

We are an Affirmative Action/Equal Opportunity Employer