



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. Box 2008 NEW BRITAIN, CONNECTICUT 06050
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AUTHORIZING RESOLUTION

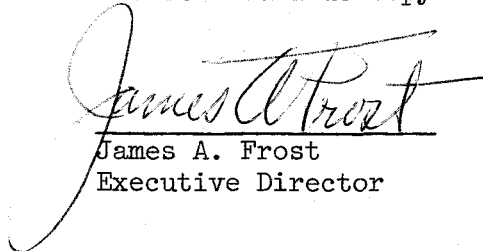
concerning

The Establishment of a New Position
at Eastern Connecticut State College
Residence Hall Director

October 6, 1978

RESOLVED, That the position, Residence Hall Director, be established at Eastern Connecticut State College effective October 6, 1978, in accordance with all provisions and expectations as set forth in the proposal dated September 28, 1978, which is attached as an addendum to this Resolution.

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: Eastern Connecticut State College, Dr. Charles R. Webb
(President)

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

1. Proposal: To extend services of Stephen Fritzer from 10 months to 12 months.

2. Proposed Position:

Title/Rank	<u>Residence Hall Director</u>			
<u>12</u> 10 or 12 mo. Full-Part-Time	<u>10,365.</u> Salary Level	<u>Aux.</u> Fund (Gen., Ed. Ext., Aux.)	<u>AFSCME</u> Bargaining Unit	T <u>P</u> Temp. or Permanent

3. Summary of Function (attach required job description)

Please see attached

4. Rationale for Altering or Establishing Position (Use additional sheets of necessary)

To extend 10 month responsibilities to 12 months to provide coverage of housing facilities for summer programs.

5. Conditions of Employment if Changed or Different from Norm. (Use additional sheets if necessary)

Increase term of employment and compensation of position.

Michael Penna

For Central Office Use

Consultation with Bargaining Unit
Completed

9/28/78
CR

Comments:

Approved:

1. For Submission to PERC

2. By Committee/Board _____

(Date)

(Signature)

EASTERN CONNECTICUT STATE COLLEGE
Willimantic, Connecticut 06226

ASSISTANT TO THE DIRECTOR OF HOUSING

HALL DIRECTOR

~~Starting Date: January 13, 1978~~
~~Two Positions Available~~

PROFESSIONAL RESPONSIBILITIES

Assist the Housing Office of the Office of Student Affairs as follows:

1. Live in supervision of a college residence area including supervision of facilities and equipment as well as student rules and regulations.
1. Assist in the training and supervision of student staff members.
3. Coordinate building services operations within the residence area.
4. Promote a living and learning environment which reflects the educational goals of the college.
5. Provide academic advisement, informal counseling and referrals.
6. Work with student hall government and programming within the residence area.
7. Work with the Office of Student Affairs approximately one day per week in the areas of Career Planning and Placement, Student Center activities or other areas as assigned by the Dean or Associate Dean of Student Affairs.