



STATE OF CONNECTICUT
BOARD OF TRUSTEES
FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050
TEL. NEW BRITAIN: 203-229-1607 TEL. HARTFORD: 203-566-7373

repealed

*See 82-143
83-1*

RESOLUTION

concerning

THE CENTER FOR INFORMATION SERVICES
at
SOUTHERN CONNECTICUT STATE COLLEGE

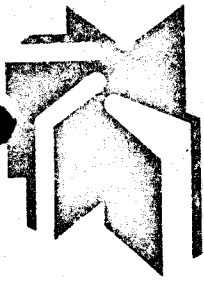
April 2, 1982

- WHEREAS, The Center for Information Services at Southern Connecticut State College has been authorized by the Trustees to operate on a self-sustaining basis until April 30, 1982, and
- WHEREAS, The President of Southern Connecticut State College has recommended that the Center be continued for an additional eight-month period, therefore, be it
- RESOLVED, That the Center for Information Services at Southern Connecticut State College may continue to operate, and be it further
- RESOLVED, That at the meeting of the Trustees to be held in December 1982, the Trustees will review the functioning of the Center including income and expenses, and will determine whether the Center for Information Services will be discontinued as of December 30, 1982, or will be continued beyond that date.

A Certified True Copy:

James A. Frost
James A. Frost
Executive Director

VI-L-3
JMA



**THE
CONNECTICUT
STATE
COLLEGES**

FOUNDED 1849

Executive Officer for
Academic and Student Affairs

P.O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

Telephone : (203) 827-7700

April 12, 1982

TO: Vice President Nowlan
FR: Thomas A. Porter
RE: Center for Information Services

Enclosed is a copy of the Trustees resolution extending the life of the Center until December 30, 1982. This is a period longer than six months in order to make the possible termination date coincide with the end of the semester. In this way, student interns can be assigned for Fall 1982. Perhaps it is possible that the interns can reduce the cost of personnel?

I encourage you to consider assigning the Center to regular library personnel so that extra personnel costs can be eliminated altogether and so the services of the center can become a regular part of library services.

Please note the requirement of a report to the Trustees for the November Planning Committee meeting. According to present schedules, we would need to receive the report in this office by November 5, 1982.


T.A.P.

cc: Dr. Frost
President Harrison

VI-L Tab 3

*M. Porter
R.
C.F.P.
4 Mar 4 2*



SOUTHERN CONNECTICUT STATE COLLEGE
501 Crescent Street • New Haven, Connecticut 06515

RECEIVED

MAR 8 1982

BOARD OF TRUSTEES
FOR THE STATE COLLEGE (28) PAGES 4234

OFFICE OF THE PRESIDENT

March 3, 1982

Dr. Thomas Porter, Executive Officer for
Academic and Student Affairs
The Connecticut State Colleges
P.O. Box 2008
New Britain, Connecticut 06050

Dear Tom:

I regret that Southern's proposed resolution to continue the staffing of the Center for Information Services on a non-general fund, part-time basis was not approved by the Planning Committee for presentation to the full Board at its March 5 meeting. Dr. Nowlan has informed me that all requested information has been submitted to you. I ask, therefore, that you indicate the current state of affairs to the chairperson of the Planning Committee. We look forward to approval at the next meeting.

Thank you for your support.

Sincerely,

Frank Harrison

Frank Harrison
President

*Report was
through
Dec 31
Center has
not become
self-sustaining
yet.*

FH/jb

cc: J. Frost ✓
R. Nowlan

TO: JAP

*You are right to place
question marks on
this one.*

*I have asked for an update
on the report which Harrison
mentions.*

[Signature]



STATE OF CONNECTICUT

SOUTHERN CONNECTICUT STATE COLLEGE

501 CRESCENT STREET

NEW HAVEN, CONNECTICUT 06515



TEL. (203) 397-4000

March 11, 1982

To: Dr. Thomas A. Porter
Executive Officer for Academic
and Student Affairs

From: Robert A. Nowlan *RAN*
Vice President
for Academic Affairs

Re: Center for Information Services

Attached is the additional information requested concerning the Center for Information Services. I believe Dr. Prostano has provided ample documentation that the Center has an important educational function. If you have any other questions, please let me know.

RAN/ehp
cc: Dr. Harrison
Att.

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MAR 12 1982

BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Interdepartment Message

SAVE TIME: *Handwritten messages are acceptable.*

STO-201 REV 7 78 STATE OF CONNECTICUT
 (Stock No. 6938-051-01)

Use carbon if you really need a copy. If typewritten, ignore faint lines.

To	NAME	TITLE	DATE
	Dr. Robert A. Nowlan	Vice President for Academic Affairs	March 10, 1982
	AGENCY	ADDRESS	
From	NAME	TITLE	TELEPHONE
	Emanuel T. Prostano	Director, L.S./I.T.	Ext. 4532
	AGENCY	ADDRESS	

SUBJECT

Center for Information Services - Additional Information Requested by Dr. T. Porter

1. Number of Searches since last report (covered period through 12/31/81)?

- Searches conducted (January - February, 1982) - 39
 (See attached list of search topics.)
- One training seminar conducted for three professionals (Greenwich Public Schools).

2. Money on hand (as of February 28, 1982)?

Funds Available 12/31/81	13,157.
Income (Jan. - Feb., 1982)	975.
	<u>14,132.</u>
Expenditures (Jan. - Feb., 1982)	<u>3,942.</u>
- Salary/Searching	
Balance on Hand February 28, 1982	10,190.

3. Related to the educational experience of students?

The Center's information specialist has provided direct searching assistance to graduate students in library science and consultant assistance to Division GTA's involved in conducting lab experiences in LSC 504 Reference Materials and Services and LSC 614 Advanced Reference. She has also provided demonstrations of sophisticated searching strategies for library science classes as well as demonstrations for courses in our Research, Reading, Health, and Special Education Departments. A similar educational experience has been provided faculty in a "Grants Seminar" at the college and will be extended to the "Spring Thaw" -- SCSC's faculty in-service program. Our plan to assign interns to the "Center" has not been implemented as yet because of scheduled project termination dates (example, April, 1982) which do not coincide with the normal semester.

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MAR 11 1982

Vice-President Academic Affairs

Interdepartment Message

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To	NAME	TITLE	DATE
	Dr. Robert A. Nowlan		March 10, 1982
	AGENCY	ADDRESS	
From	NAME	TITLE	TELEPHONE
	Emanuel T. Prostano		
	AGENCY	ADDRESS	

SUBJECT

Center for Information Services (Page Two)

In the broadest sense, the Center has provided a significant service and educational experience for a diversified clientele (students, faculty, educational consultants, college and school administrators). This will be a normal, expected, service in the near future.

ETP/ww
enc.

CENTER FOR INFORMATION SERVICES

SEARCH TOPICS

Planning Curriculum for High School for the 1990's

Father-Daughter Relationships

Grade Organization - Update from 1979

Programs to Prevent Attrition of College Freshmen

Basal Reading: Horizontal vs. Vertical Advancement

Staff Development

Learning-Teaching Styles and Math and Social Studies

Effect Approaches for Mainstreamed Special Education Students

Relaxation and Mental Imagery and Illness

Gifted and Verbal-Nonverbal Imbalance

Ready Reference Identification of Docs.

Computers in Psychology

Career Education for Disadvantaged Students K-12

Home Education

Needs Assessment: Migrants and Vocational Education

Sight Method and Sight Vocabulary

Microcomputers and Computer Assisted Instruction

Effects of Psychotherapy on Handicapped Children

Behavior Modification and Test Anxiety

Curriculum for Small High Schools

Remedial Reading and Secondary Education

SEARCH TOPICS (Page 2)

Water Supply - State Information - 1981

Prison Management, Medicaid, Welfare - State Information

Educational Opportunity Centers

Non-Academic, Non-Credit Courses for Adults

George Wallace

Child Advocacy and Special Education

Special Education Students and Suspension-Expulsion

Interdisciplinary Approach to Art

Stress in Business Executives and Use of Art to Alleviate

Morpholine and Salmon Migration

Oral Reading in Elementary Schools

Voucher System

Textbook Evaluation - High School Math

Open Campus

Speed Reading

Student-Teacher Ratios - High School

Curriculum for Heavy Construction Equipment Operation

Breast Disease and Caffeine



STATE OF CONNECTICUT

SOUTHERN CONNECTICUT STATE COLLEGE

501 CRESCENT STREET

NEW HAVEN, CONNECTICUT 06515



TEL. (203) 397-4000

March 2, 1982

To: Dr. Thomas A. Porter
Executive Officer for Academic
and Student Affairs
Board of Trustees

From: Robert A. Nowlan *RAN*
Vice President for Academic Affairs

Re: Center for Information Services

Here is the additional information you requested concerning the Center for Information Services. I assume that you will present it along with Dr. Prostano's January 18, 1982 report to the Planning Committee of the Board of Trustees at this month's meeting.

RAN/ehp
Att.
cc: Dr. Harrison


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MAR 5 1982
BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Interdepartment Message

STO-201 REV. 7/78 STATE OF CONNECTICUT
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To	NAME <i>Dr. Robert A. Nowlan</i>	TITLE <i>Vice President for Academic Affairs</i>	DATE <i>March 2, 1982</i>
	AGENCY	ADDRESS	
From	NAME <i>Emanuel T. Prostano</i> 	TITLE <i>Director, I.S./I.T.</i>	TELEPHONE <i>Ext. 4532</i>
	AGENCY	ADDRESS	
SUBJECT <i>Center for Information Services</i>			

*Response to inquiry: Time and money for adjunct during the six month period
May 1 through October 31, 1982.*

Recommendation 2 in my memo of January 18, 1982, (Report for Dr. Thomas Porter) noted that the amount of staff time needed would be controlled by the flow of activity and availability of funds. It was also noted that as of April 30, 1982, sufficient funds would be available to employ an adjunct staff member (approximately 15 hours per week) for a full year. In effect, it was noted that the Director needed some flexibility in operating the Center.

Since we are now extended for six months, employment for the period can be estimated at 15 hours per week x \$15.00 per hour.

ETP/ww

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MAR 2 1982

Vice-President Academic Affairs



STATE OF CONNECTICUT

SOUTHERN CONNECTICUT STATE COLLEGE

501 CRESCENT STREET

NEW HAVEN, CONNECTICUT 06515



TEL. (203) 397-4000

January 26, 1982

To: Dr. Thomas A. Porter
Executive Officer for Academic
and Student Affairs

From: Robert A. Nowlan *RAN*
Vice President for Academic
Affairs

Re: Center for Information Services

President Harrison and I have decided to accept Dr. Prozano's recommendation concerning the Center for Information Services. The Center will continue for six months beyond April 30, 1982 staffed by an adjunct employee. During that time efforts will be made to find grant funds which might allow us to continue the Center beyond October 31, 1982 with a full-time employee. We will have a report on the progress of the Center on September 1, 1982 so that we can decide about its continuation.

RAN/ehp

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JAN 28 1982
BOARD OF TRUSTEES
FOR THE STATE COLLEGES

Interdepartment Message

STO-201 REV. 7-78 STATE OF CONNECTICUT
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To	NAME Dr. Robert Nowlan	TITLE	DATE January 18, 1982
	AGENCY	ADDRESS	
From	NAME Emanuel T. Prostano	TITLE	TELEPHONE
	AGENCY	ADDRESS	

SUBJECT

Center Report (Page 2)

Projections for the period January 1-April 30, 1982, include income at \$16,392.00 and expenditures at \$8,732.00. Funds available as of April 30, 1982, would be \$7,660.00 (project termination would require the return of deposit accounts, thereby reducing funds available to \$4,896.00).

SUMMARY

In its brief period of operation, May 4, 1981-December 31, 1981, the Center for Information Services has provided for the information needs of a broad constituency. Evaluation of the service by users has been highly positive and leads to the conclusion that the need exists for continuation of this valuable service.

For the first year of operation the "Center" received grants amounting to \$22,000.00 from the Connecticut State Department of Education and Special Education Resource Center. This funding will not be continued. An effort to produce additional grant money has not been successful (this effort will continue).

It appears that the "Center," as presently operated, has not achieved the self-supporting status stipulated by the Board of Trustees.

RECOMMENDATION

Since the "Center" has demonstrated that it can effectively meet the information needs of a diverse clientele, it is recommended

1. That the "Center" be authorized to continue operation.
2. That after April 30, 1982, personnel for the "Center" be employed on an adjunct (part-time) basis. The amount of staff time needed to be controlled by the flow of activity and availability of funds.

As of April 30, 1982, sufficient funds will be available to employ an adjunct staff member (approximately 15 hours per week) for a full year.

3. That if grant funds become available, staffing may be increased as needed.

ETP/ww

cc: Dr. Rocco Orlando
Mrs. Beverly Goodman

CENTER FOR INFORMATION SERVICES

FINANCIAL DATA

May 4, 1981 - December 31, 1981 (Actual)

INCOME		EXPENDITURES	
Grants	\$22,000.00	Personnel	\$11,324.53
Cash	6,472.86	Data Base Use	3,271.22
		Other	720.43
Total	\$28,472.86	Total	\$15,316.18

January 1, 1982 - April 30, 1982 (Projected)

INCOME		EXPENDITURES	
Funds Available	\$13,156.68	Personnel	\$ 7,096.00
Cash (Est.)	3,236.00	Data Base Use (Est.)	1,636.00
		Other	0
Total	\$16,392.68	Total	\$ 8,732.00

FUNDS AVAILABLE APRIL 30, 1982 - \$7,660.00.*

*If project is terminated, the return of deposit accounts will reduce this figure to \$4,896.00.