



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. BOX 2008 NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 203-229-1302 ⁸²⁷⁻⁷⁷⁰⁰ ~~TEL. HARTFORD: 203-266-7371~~

AUTHORIZING RESOLUTION

concerning

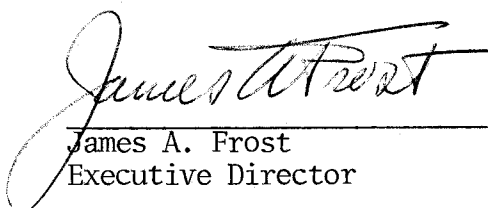
Establishment of a New Federal Grant Funded Position
at
Central Connecticut State College

Special Associate for Corporate Relations - Co-op
Administrator VI

June 11, 1982

RESOLVED, That a temporary one-year position, Special Associate for Corporate Relations - Co-op, Administrator VI, be established at Central Connecticut State College effective July 1, 1982, in accordance with all provisions and expectations as set forth in the proposal dated May 25, 1982, which is attached as an addendum to this Resolution.

A Certified True Copy:


James A. Frost
Executive Director

CENTRAL CONNECTICUT STATE COLLEGE

Unclassified Position Alteration Summary

TITLE: Special Associate for Corporate Relations - Co-opFUND: Federal Grant 0-7802-922-01POSITION TYPE: Permanent _____ Temporary X

Full-time _____ Part-time _____

EFFECTIVE DATE 7/1/82 to 6/30/83 Bargaining Unit _____COST: \$32,955 to be paid from Grant Funding

PROPOSAL:

To create temporary position of Special Associate for Corporate Relations - Coop and fill it by reassigning Peter Vieira to it for one year at no change in salary. Mr. Vieira's functions as Director of Housing are to be covered by temporary reassignment of Housing staff.

JUSTIFICATION:

Position is needed to help launch Cooperative Education grant program in area of job development. Mr. Vieira has unique personal entree which will greatly enhance this effort.

Date: May 25, 1982Prepared By Michael K. BeiberApproved By Robert James

Central Connecticut State College

POSITION DESCRIPTION

Position Title: Special Associate for Corporate Relations - Co-op

Administrative Rank: Administrator VI

Department: Cooperative Education

Supervisor(s) Position/Title Director of Cooperative Education

POSITION SUMMARY:

The Special Associate for Corporate Relations will report to the Director of Cooperative Education, and is responsible for increasing the level of employer support for Central's Cooperative Education Program and hence the level of student placement.

The Special Associate will provide support for the activities generated by the Special Assistant for Corporate Relations as well as be responsible for several related employer development areas.

POSITION RESPONSIBILITIES:

Assist in the formation of the Employer Support Task Force; serve as its secretary.

Serve as a facilitator for the development of the Employer Advisory Council.

Plan and develop a series of employer co-op workshops; develop support relationships with employer groups such as CBIA, Greater Hartford Chamber of Commerce, and the like.

Contact "top 50" Connecticut employers who have no history of involvement with Central's Co-op Program to develop student placement.

Perform other duties and responsibilities related to those enumerated above which do not alter the basic level of responsibility of the position.