RESOLVED, That the position, Information Media Specialist for Title XX/Administrator I, be established at Southern Connecticut State College effective June 8, 1979, in accordance with all provisions and expectations as set forth in the proposal dated June 6, 1979 which is attached as an addendum to this Resolution.

A Certified True Copy:

[Signature]

James A. Frost
Executive Director
To: Executive Officer for Faculty and Staff Affairs  
From: Southern Connecticut State College, Manson Van B. Jennings  
Concerning: X New Position, existing Position (Vacant/Filled)  
Proposal:  

Proposed Position:  
Title/Rank Information Media Specialist For Title XX (Admin. I).  

12 months $11,200 Federal Funding APSCME  
10 or 12 mo. Salary Level Fund (Cen., Bargaining Unit  
Full-Time Ed. Ext., Aux.)  
Temp. - Perm.  
3. Summary of Function (attach required job description)  
See attached  

4. Rationale for Altering or Establishing Position  
See attached  

5. Conditions of Employment if Changed or Different from Norm.  
Appointment will terminate 12/31/79. Reappointment in this position is contingent upon renewal of federal funding source (Title XX).  

Central Office Use  
Consultation with Bargaining Unit Completed 6/8/79 CmR  
Approved:  
1. For Submission to PERC 6/16/79  
2. By Committee/Board  
Comments:  

Date Signature
JOB DESCRIPTION

MEDIA INFORMATION SPECIALIST
SOUTHERN CONNECTICUT STATE COLLEGE
TITLE XX PROGRAM

1. Develops and implements title XX public information programs under the supervision of the Director of Public Affairs.

2. Coordinates internal and external communication relating to Title XX.

3. Assists Title XX faculty in developing public information with service provider agencies.

4. Writes, edits and designs Title XX publications.

5. Works under the supervision of the Title XX coordinator as a member of the Title XX team of professional trainers in curriculum developments specialists.

6. Performs related duties as required.