RESOLUTION

concerning

SALARY ADJUSTMENTS

for

EASTERN CONNECTICUT STATE UNIVERSITY

June 6, 1986

BE IT RESOLVED, That effective June 20, 1986, the current salary of the following management personnel at Eastern Connecticut State University shall be increased by the percentage shown in accordance with Board of Trustees' Guidelines for awarding salary increases.

R. Merolli 6.5
R. Meshanic 6.5
O. Peagler 6.5
M. Wilson 6.5
R. Stephens 6.5
B. Shanley 6.0

M. Pernal 6.5
S. Norton 6.5
W. Billingham 6.5
D. Yarrington 6.5
A. Collison 7.0

A Certified True Copy:

[Signature]

Dallas K. Beal
President
JUSTIFICATION
of
MANAGEMENT EXEMPT INCREASE IN EXCESS OF 6.5%
1986-87

Eastern Connecticut State University
(University)

Name Angela R. Collison  Administrative Assistant to the President
Title
Present Salary $27,483  Proposed Increase $1,927  Percentage Increase 7.0

JUSTIFICATION:

I have recommended a seven percent increase for Mrs. Collison for a variety of reasons. The most important of these follow.

Mrs. Collison handles an enormous volume of work. The telephone is constantly ringing: she screens calls, settles routine matters without interrupting me, mollifies complainers and, when possible, resolves their grievances, keeps faculty informed on myriad details, arranges appointments, ad infinitum. All of this she does simultaneously with handling and organizing incoming mail, maintaining office correspondence, taking dictation, filing and—a rare skill—retrieving material from files, typing (flawlessly, I might add), handling faculty and student traffic through and around the office, and discharging with aplomb, unfailing good humor, courtesy, and tact all the ever-changing responsibilities of an administrative assistant. I could say more, but she has to type what I am recounting, and I would not want to embarrass her.

Mrs. Collison has earned and richly deserves a merit increase much greater than is possible at this time, not simply because of her skills and talents and the peerless manner in which they are performed, but also as a matter of equity.

Recommended by  (University President)  Date 5/14/86