

The logo for the Connecticut State University (CSU) is located in the top left corner. It consists of a circular seal on the left with the text 'CONNECTICUT STATE UNIVERSITY' and '1849' around the perimeter. To the right of the seal, the letters 'CSU' are written in a bold, sans-serif font, with a stylized outline of the state of Connecticut below them.

THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

RESOLUTION

concerning

ESTABLISHMENT OF POSITION
ASSISTANT TO THE DIRECTOR OF COMPUTER CENTER/ADMINISTRATOR II

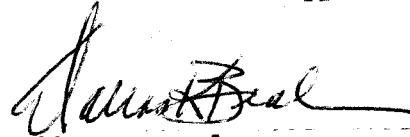
at

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 5, 1986

RESOLVED, That the position of Assistant to the Director of the Computer Center/Administrator II, at Southern Connecticut State University be established effective September 5, 1986, in accordance with all provisions and expectations as set forth in the proposal dated August 12, 1986, which is attached as an addendum to this Resolution.

A Certified True Copy:

A handwritten signature in dark ink, appearing to read 'Dallas K. Beal', is written over a horizontal dashed line.

Dallas K. Beal
President

CSU-200

THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

Submitted 8-14-86

Date

By: . CSU ()

CCSU () SCSU (X)

ECSU () WCSU ()



POSITION ACTION REQUEST

POSITION ACTION: ESTABLISH (X) RECLASSIFY () OTHER () DATE EFFECTIVE 9/5/86 PERM (X) FT (X) TEMP () PT ()

POSITION TITLE: _____ (Assistant to the Director of Computer Center) Adm. II _____ 7917
CURRENT (Class Code) PROPOSED (Class Code)

POSITION NUMBER: _____ CURRENT SALARY _____ PROPOSED SALARY \$19,000 - \$32,100 FUND Gen. BARG UNIT _____ SUOAF-AESCME from to

RESOLUTION

BR# _____

RESOLVED, That the position of Assistant to the Director of the Computer Center, Administrator II, at Southern Connecticut State University be established effective September 5, 1986, in accordance with all provisions and expectations as set forth in the proposal dated August 12, 1986, which is attached as an addendum to this Resolution.

A Certified True Copy _____

Dallas K. Beal, President, CSU

Date

PERCommittee 8-27-86
Date

BOARD OF TRUSTEES 9-5-86
Date

JUSTIFICATION: (Use Reverse Side If Additional Space Is Needed)

The Board of Trustees has approved the establishment of this new General Fund position for the 1987 fiscal year.

RECEIVED

AUG 19 1986

THE CONNECTICUT STATE UNIVERSITY

\$19,000 -
\$32,100
Approx. Cost

Michael Beal
Signed (University)

8-14-86
Date

SOUTHERN CONNECTICUT STATE UNIVERSITY

Assistant to the Director of the Computer Center/Administrator II

SUPERVISOR: Associate Director of the Computer Center

SUPERVISION EXERCISED: None

INCUMBENT NAME:

POSITION SUMMARY:

Responsible for the supervision of academic computer workrooms and laboratories, including the set-up and maintenance of equipment and implementation of software distribution system. Also responsible for instructional and training seminars on the use of computer laboratory and workroom hardware and software.

POSITION RESPONSIBILITIES:

Oversee the operation of academic computer workrooms and laboratories so as to promote the efficient and effective use of these facilities.

Evaluate hardware and software and make recommendations relative to their use in academic computer workrooms and laboratories.

Responsible for set-up and maintenance of equipment as necessary.

Assist in development and implementation of software distribution procedures in academic work areas.

May conduct seminars and workshops for teaching and administrative faculty in the use of computing equipment and software.

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

EDUCATION AND EXPERIENCE:

Bachelor's degree in Data Processing or Computer Science required. General knowledge of computer terminal operation required. Must have knowledge of and experience with a variety of microcomputer hardware and software. Above knowledge and experience in an academic environment is preferred. Good communication skills required. These qualifications may be waived for individuals with appropriate alternate experience.

ADMINISTRATIVE FACULTY

[Signature] 7/15/86

IMMEDIATE SUPERVISOR

[Signature]

DEAN OF PERSONNEL ADMINISTRATION

Roger J. Beyle