



THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7701

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

ASSISTANT TO THE DIRECTOR OF THE STUDENT CENTER/
ADMINISTRATOR II

to

DIRECTOR OF SPECIAL PROJECTS AND CAMPUS EVENTS/
ADMINISTRATOR VI

at

SOUTHERN CONNECTICUT STATE UNIVERSITY

FEBRUARY 5, 1988

RESOLVED, That the position, Assistant to the Director of the Student Center/Administrator II, at Southern Connecticut State University be reclassified to Director of Special Projects and Campus Events/Administrator VI, effective February 5, 1988, in accordance with the attached proposal dated January 13, 1988.

A Certified True Copy:

Dallas K. Beal
President

CSU-200



THE CONNECTICUT STATE UNIVERSITY

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

Submitted 1-13-88
Date
By: CSU ()
CCSU () SCSU (X)
ECSU () WCSU ()

POSITION ACTION REQUEST

POSITION ACTION: ESTABLISH () RECLASSIFY (X) OTHER () DATE EFFECTIVE 2-5-88 PERM (X) FT (X) TEMP () PT ()

POSITION TITLE: Assistant to the Director of the Student Center, Administrator II (7917) Director of Special Projects and Campus Events, Administrator VI (7868)

CURRENT (Class Code) PROPOSED (Class Code)

POSITION NUMBER: 1887 CURRENT SALARY \$40,369 PROPOSED SALARY \$43,369 FUND Aux. BARG UNIT -SUOAF-
(of Associate Director) from to

RESOLUTION

BR# _____

RESOLVED, That the position Assistant to the Director of the Student Center, Administrator II, be reclassified to Director of Special Projects and Campus Events, Administrator VI, effective February 5, 1988.

A Certified True Copy _____

Dallas K. Beal, President, CSU

Date

PERCommittee 1-27-88
Date

BOARD OF TRUSTEES 2-5-88
Date

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

Reclassification of this position is requested to ensure better consolidation/coordination of University student campus activities and programming. This position would also be assigned responsibility for coordination of various University projects and events relating to students.

Upon Board approval of this reclassification, the current Associate Director of the Student Center will move into the new position, the current Assistant Director will be promoted to Associate Director, and the current Assistant to the Director will be promoted to Assistant Director.

*OK TO PERC
1/14/88
DEN*

\$4,327.20 (with 44.24% benefit cost)
Approx. Cost

Michael J. Adanti (ab)
Signed (University)

1-13-88
Date

SOUTHERN CONNECTICUT STATE UNIVERSITY

Director of Special Projects and Campus Events
Administrator VI

Supervisor:

Supervision Exercised:

Incumbent Name:

Position Summary:

Develops, coordinates and/or directs intramural program, special projects and campus events. Works closely with the other members of Student Affairs division, Athletics, Public Affairs, etc.

Position Responsibilities:

Responsible for the coordination of intramural programs and the development of recommended program improvements.

As assigned, responsible for the direction and coordination of special projects for the campus (e.g., parents day, homecoming, orientation, leadership conference).

Responsible for the direction and coordination of the University's leisure learning programs.

Responsible for the development and coordination of events, activities, programs which support the promotion of student involvement in the University's athletic programs. Work closely with Athletics, Housing, Student Center, and Public Affairs to develop and implement such programs.

Act as liaison with Athletics on events, projects, and programs as assigned.

Responsible for the coordination of other University functions or projects, as assigned (e.g., receptions for visiting dignitaries).

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

Qualifications:

Master's degree and five years experience in student services, two of which must be student union programming, required. Extensive experience in providing student activity programming. Student leadership development preferred.

These qualifications may be waived for individuals with appropriate alternate experience.

Administrative Faculty

R V Fanni

Immediate Supervisor

D Pedersen

Dean of Personnel Administration

Roger J Bayl

SUOAF/AFSCME POSITION ACTION REQUEST
FORM AND PROCEDURES

Position Title Director of Special Projects and Campus Events, Adm.VI

Campus Southern Connecticut State University Date January 4, 1988

LEVEL 1, Day 0 Campus DPA creates and presents package to Chapter level SUOAF/AFSCME designee for review. Attachments shall include the following items where applicable: 1) a copy of this sheet, 2) new and former position descriptions, 3) salary, rank, and rationale for PERC and the Board, and 4) any additional information required.

INITIATING PRESIDENT OR DESIGNEE Gene M. Battaglia

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE _____

SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY William J. Howard

DATE OF SUOAF CAMPUS REVIEW _____

THE ABOVE-MENTIONED PACKAGE HAS BEEN FORWARDED TO THE LOCAL UNION BY THE CAMPUS DPA.

LEVEL 2, Not to exceed 10 working days after receipt Statewide SUOAF/AFSCME review occurs during this interval. Further negotiation may occur at this level prior to final Union approval. Upon such approval SUOAF shall return all materials to the initiating University DPA or his designee.

SUOAF/AFSCME LOCAL PRESIDENT OR DESIGNEE R. V. Farrell Date _____

DISPOSITION AT SUOAF LOCAL LEVEL:

approve proposed rank and salary

disapprove proposed rank and salary

Comments or Recommendations:

DATE RETURNED TO LOCAL DPA _____

LEVEL 3, Not to exceed 10 working days after receipt Local DPA brings paperwork to statewide DPA's meeting for review. If no further issues arise, the document is signed by and remains with the Vice President for Personnel. The Vice President for Personnel also provides a signed copy to the SUOAF/AFSCME Local President. If significant changes are required, documents are returned at Level 1. Minor changes may be effected by appropriate phone consultation.

DATE CONSIDERED BY DPA'S COUNCIL 1/13/88

DISPOSITION AT COUNCIL LEVEL:

approve submission to PERC

disapprove submission to PERC

Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL David C. Rubin DATE 1/13/88

LEVEL 4 Vice President for Personnel submits package to PERC at its next scheduled meeting. Upon PERC action it is the responsibility of the Campus DPA to inform the campus and Local SUOAF/AFSCME representative and appropriate management officials of PERC disposition.

DISPOSITION AT PERC LEVEL:

approved

disapproved

DATE _____

DATE OF BOARD APPROVAL _____

DATE OF BOARD DISAPPROVAL _____

87.43