



**Connecticut
State
University**

Central • Eastern • Southern • Western

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

Office of the President

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

ASSISTANT IN LIBRARY SERVICES/ADMINISTRATOR I

to

ASSISTANT TO THE DIRECTOR OF THE STUDENT CENTER/ADMINISTRATOR II

at

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 9, 1988

RESOLVED, That the position of Assistant in Library Services/
Administrator I at Southern Connecticut State University be
reclassified to Assistant to the Director of the Student
Center/Administrator II (permanent part-time), effective
September 9, 1988, in accordance with all provisions and
expectations as set forth in the proposal dated June 1, 1988,
which is attached as an addendum to this resolution.

A Certified True Copy:

Dallas K. Beal
President



An Equal
Opportunity
Employer

CSU - 2

CONNECTICUT STATE UNIVERSITY POSITION ACTION REQUEST FORM

SUBMITTED	<u>6-1-88</u>
BY: CSU []	
CCSU []	SCSU [X]
ECSU []	WCSU []

POSITION ACTION:	ESTABLISH ()	RECLASSIFY (X)	OTHER ()	DATE EFFECTIVE	<u>9-9-88</u>
NATURE OF THE POSITION: PERMANENT [X] FULL-TIME [] TEMPORARY [] PART-TIME [X]					
POSITION TITLE:	<u>Assistant in Library Services, Adm. I</u>	<u>Assistant to the Director of the Student Center, Adm. II</u>			
	CURRENT CLASS CODE-7916	PROPOSED CLASS CODE -7917			
POSITION NUMBER	CURRENT SALARY \$	PROPOSED SALARY \$	FUND	BARGAINING UNIT	FROM TO
<u>0273</u>	<u>Vacant</u>		<u>Gen.</u>	<u>SUOAF</u>	

EXPLAIN THE NATURE OF THE PROPOSAL:

To convert the position of Assistant in Library Services, Administrator I, to Assistant to the Director of the Student Center, Administrator II. This is a permanent part-time position.

JUSTIFICATION:

This position has been vacant since the retirement of the incumbent in December 1983. A minority (black male) has been working as a University Assistant in the Student Center since October 1986. In order to retain him, we would like to offer him an upgrading to a permanent part-time position which would give him some benefits.

\$ _____
COST OR SAVINGS

Michael C. ...
SIGNED (UNIVERSITY) DATE

ATTACH OLD AND NEW STAFFING CHART, (✓)
JOB DESCRIPTION, AND ()
SIGN OFF FORM IF REQUIRED (✓)

MISCELLANEOUS COMMENTS:



Director of University Student Center, Adm. VI (A)

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Senior Clerk (A)

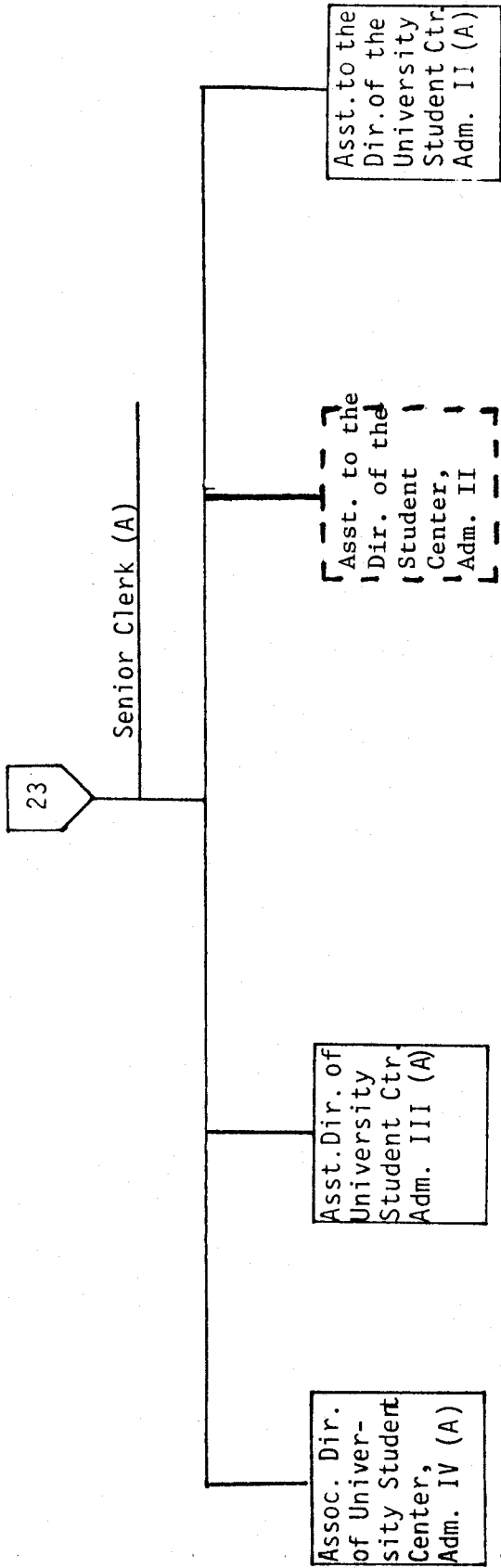
Assoc. Dir. of University Student Center, Adm. IV (A)

Asst. Dir. of University Student Ctr. Adm. III (A)

Asst. to the Dir. of the University Student Ctr. Adm. II (A)

PROPOSED

Director of University Student Center, Adm. VI (A)



SUOAF/AFSCME POSITION ACTION REQUEST
FORM AND PROCEDURES

Position Title Assistant to the Director of the Student Center, Adm. II
Campus SCSU Date 7/5/88

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 Gian M. Battaglia
DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE _____
SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY Will J. O'Neil
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 Will J. O'Neil Date 6/17/88

DISPOSITION AT SUOAF LOCAL LEVEL:

approve proposed rank and salary

disapprove proposed rank and salary

Comments or Recommendations:

DATE RETURNED TO LOCAL DPA 7/20/88

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 7/20/88

DISPOSITION AT COUNCIL LEVEL:

approve submission to PERC

disapprove submission to PERC

Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL Robert C. [Signature] DATE 7/5/88

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 _____