



**Connecticut  
State  
University**

Central ▪ Eastern ▪ Southern ▪ Western

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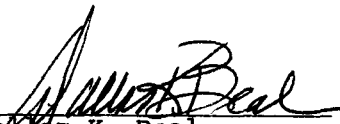
Office of the President

RESOLUTION  
concerning  
REVISION OF JOB DESCRIPTION  
for  
ASSOCIATE DEAN OF STUDENT AFFAIRS/ADMINISTRATOR VII  
at  
EASTERN CONNECTICUT STATE UNIVERSITY

February 3, 1989

RESOLVED, That the job description for the position of Associate Dean of Student Affairs/Administrator VII at Eastern Connecticut State University be revised in keeping with changes in the University's organization, effective February 3, 1989, in accordance with all provisions and expectations as set forth in the proposal dated December 8, 1988, which is attached as an addendum to this resolution.

A Certified True Copy:

  
Dallas K. Beal  
President

Doc. 181



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CSU - . 2

# CONNECTICUT STATE UNIVERSITY POSITION ACTION REQUEST FORM

SUBMITTED <u>12/8/88</u>
BY: CSU [ ] CCSU [ ] SCSU [ ] ECSU [x] WCSU [ ]

POSITION ACTION:	ESTABLISH ( ) RECLASSIFY ( ) OTHER <input checked="" type="checkbox"/>	DATE EFFECTIVE	<u>2/3/89</u>
NATURE OF THE POSITION: PERMANENT <input checked="" type="checkbox"/> FULL-TIME <input checked="" type="checkbox"/> TEMPORARY [ ] PART-TIME [ ]			
POSITION TITLE:	Associate Dean of /Adm. VII <u>Student Affairs 7869</u> CURRENT CLASS CODE	Associate Dean of /Adm. VII <u>Student Affairs 7869</u> PROPOSED CLASS CODE	
POSITION NUMBER	CURRENT 2458.13 <u>0073 SALARY \$ (64,157)</u>	PROPOSED 2458.13 <u>SALARY \$ (64,157)</u>	FUND <u>Gen</u> BARGAINING UNIT <u>SUOAF</u> SUOAF <u>SUOAF</u> FROM TO

**EXPLAIN THE NATURE OF THE PROPOSAL:**

To alter the duties of the position, Associate Dean of Student Affairs, in keeping with changes in the University's organization.

**JUSTIFICATION:**

This proposal is intended to assign certain line responsibilities to the position while eliminating certain academic administration duties now assigned to the Office of Academic Affairs.

\$ 0  
COST OR SAVINGS

Michael Bevilacqua 12/7/88  
SIGNED (UNIVERSITY) DATE

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

MISCELLANEOUS COMMENTS:  
7/88



SUOAF/AFSCME POSITION ACTION REQUEST  
FORM AND PROCEDURES

Position Title Associate Dean of Student Affairs

Campus Eastern Connecticut State University Date 12/8/88

**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 Carol Ann Prew 12/1/88

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE B. Tipton 1/11/89

SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY \_\_\_\_\_

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 Betty Tipton Date 1/17/89

DISPOSITION AT SUOAF LOCAL LEVEL:  
 approve proposed rank and salary                      ( ) disapprove proposed rank and salary  
Comments or Recommendations:

DATE RETURNED TO LOCAL DPA 1/17/89

**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 12/15/88

DISPOSITION AT COUNCIL LEVEL:  
 approve submission to PERC                      ( ) disapprove submission to PERC  
Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL David C. Nealon DATE 1/18/89

**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 \_\_\_\_\_