



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

Office of the President

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

COORDINATOR OF FACILITIES MAINTENANCE/ADMINISTRATOR III
to
ASSOCIATE DIRECTOR OF ARCHITECTURAL SERVICES/ADMINISTRATOR IV

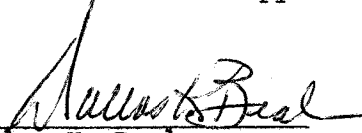
at

CENTRAL CONNECTICUT STATE UNIVERSITY

February 2, 1990

RESOLVED, That the position of Coordinator of Facilities Maintenance/Administrator III be reclassified to Associate Director of Architectural Services/Administrator IV effective January 15, 1990, in accordance with all provisions and expectations as set forth in the proposal dated January 9, 1990, which is attached as an addendum to this resolution.

A Certified True Copy:


Dallas K. Beal
President



CONNECTICUT STATE UNIVERSITY POSITION ACTION REQUEST FORM

SUBMITTED 1/9/90	
BY: CSU []	SCSU []
CCSU [x]	WCSU []
ECSU []	

POSITION ACTION: ESTABLISH () RECLASSIFY (X) OTHER () DATE EFFECTIVE

NATURE OF POSITION: PERMANENT [X] FULL-TIME [] TEMPORARY [] PART-TIME []

POSITION TITLE: Associate Director of Architectural Services/ADM IV

(CURRENT)	(CLASS CODE)	(PROPOSED)	NC	(CLASS CODE)
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POSITION NUMBER	CURRENT SALARY	PROPOSED SALARY \$41,500	FUND0	BARGAINING UNIT <u>AdFac</u> nc	FROM	TO
26400						

EXPLAIN THE NATURE OF THE PROPOSAL:
 To reclassify Coordinator of Facilities Maintenance/ADM III to Associate Director of Architectural Services/ADM IV

JUSTIFICATION: The volume of major and minor capital projects encompassed in the TAC report and valued in the 100's of millions of dollars has resulted in a significant amount of design and monitoring work. One staff architect is insufficient to enable the University to adhere to the timeliness in the TAC report and to provide the critical, technical oversight to projects under construction.

Central proposes to use the position of Coordinator of Facilities Maintenance/ADM III to create the additional architectural support position. The Coordinator position was originally

\$ COST OR (SAVINGS) 12.27.87
 SIGNED (UNIVERSITY) DATE

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

MISCELLANEOUS COMMENTS:

Associate Director of Architectural Services/ADM IV
Central Connecticut State University
Reclassification

Justification (Cont'd)

established to assess the on-going maintenance needs of the campus and to develop long term plans for meeting these needs. With existing forced reductions in staff, we have reprioritized our needs and have had existing personnel absorb the maintenance needs.

A second architect will allow Central to meet its commitments under the TAC plan, to provide the necessary oversight to construction projects and allow us to self administer some of the planned projects. Of immediate, pressing concern are the construction of the Air Supported Structure and six outdoor tennis courts, both of which are expected to begin in the Spring, and numerous minor capital projects. Self administration is estimated to save us 35-40% of the cost of construction. The proposed salary for the architect also represents several thousand dollars in savings over the original Coordinator position.

CENTRAL CONNECTICUT STATE UNIVERSITY

POSITION DESCRIPTION

Position Title: Associate Director of Architectural Services

Rank: Administrator IV

Department: Architectural Services

Supervisor's Title: Director of Architectural Services

POSITION SUMMARY

Assists the Director of Architectural Services with the preparation and maintenance of plans for new and existing physical facilities and with the preparation of plans and specifications for modification and upgrading of those facilities.

POSITION RESPONSIBILITIES

Assists with the maintenance and updating of records and plans for all physical facilities.

Assists with the preparation of plans and specifications for construction, alteration, and renovation projects.

Assists in physical facilities planning.

Under the direction of the Director of Architectural Services, may serve as a liaison with contractors, the Department of Public Works, and the Board of Trustees.

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

QUALIFICATIONS

A degree in Architecture or Engineering is required and four years of experience in facilities renovation, alteration, design, and specification preparation. A current Connecticut license as a registered architect or the ability to obtain such license is preferred. An equivalent combination of education and experience may be substituted for the above.

12/18/89