

STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

P. O. Box 2008

NEW BRITAIN, CONNECTICUT 06050

TEL. NEW BRITAIN: 2032221102

AUTHORIZING RESOLUTION

concerning

The Establishment of a New Position

at Southern Connecticut State College

Analyst/Programmer, Administrator II

January 6, 1978

RESOLVED, That the position, Analyst/Programmer, Administrator II, be established at Southern Connecticut State College effective January 6, 1978, in accordance with all provisions and expectations as set forth in the accompanying proposal dated January 4, 1978.

A Certified True Copy:

James A. Frost

Executive Director

New Postion and

(Signature)

ALTERATION OF A CURRENT POSITION OR ESTABLISHMENT OF NEW POSITION IN THE UNCLASSIFIED SERVICE

ationale for Altering or Establishing Position See Attachment Onditions of Employment if Changed or Different from Norm. N/A entral Office Use ltation with Bargaining Unit Completed //// / / / / / / / / / / / / / / / /		IN THE UNCLASSIF	IED SERVICE		
Concerning: New Position, X Existing Position (Vacant/Filled) Opposal: We request approval to convert our currently vacant Systems Analyst I position not an unclassified Administrator II position. The in-house title for the Administrator TopSTLTON Would be Analyst/Frogrammer. The classified position is in Salary Group 22, Arrying a starting salary of approximately \$16,000. The unclassified position would asalary Group 23 with a starting salary in the range \$16,500-\$17,800. Toposed Position: Lite/Rank Administrator II AFSCME For II mo. Salary Level Fund (Gen., Bargaining Unit Ed. Ext., Aux.) Ammary of Function (attach required job description) See Attachment N/A Completed Approved: 1. For Submission to PERC 2. By Committee/Board	Executive Office:	r for Faculty and Staff	Affairs		or ·
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(Date)

4. Rationale for Altering or Establishing Position

We have experienced extreme difficulty in finding a classified Systems Analyst I to fill our vacant position. Persons eligible for such a position do not wish to leave the Hartford area, where almost all of the classified Systems Analyst jobs are located. Also, the probability of finding a classified Systems Analyst I who has any experience at all in educational institutions is extremely low. We quickly exhausted the Systems Analyst certification list and have been informed by the State Personnel Office that it will require approximately six months to prepare another list.

The conversion of this position to unclassified status gives us a greatly improved chance of filling the position promptly with a suitably qualified person. It also gives us greater latitude in assigning duties to the person filling this position. About 90% of the persons with whom the Analyst/Programmer would work outside of the Computer Center in researching the development of application systems would be unclassified employees. Precedent for this arrangement has been set by the other State Colleges where unclassified persons have been placed in comparable positions.

FORM AAP-1 (Page 1)

PROFESSIONAL EMPLOYEES

Dean or Director

DEPARTMENTAL RECRUITMENT AND AUDIT REPORT

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ı.`	JOB DESCRIPTION AND AUTHORIZATION TO START SEARCH (to be completed before starting search):					
	Bearc	Administrator II				
	1.1.	DEPARTMENT: Computer Center TITLE; Analyst/Programmer				
		-TYPE OF Full-time X Part-time (%) Permanent X Temporary				
		POSITION: 10 mo. 12 mo. X Salary range to be advertised				
	•	The state of the s				
	1.2.	<u>DUTIES</u> : (For faculty, state area of specialization, courses or areas to be taught first year, and expected division of responsibilities. For non-				
		faculty describe job.) Works under the supervision of the Director of Data				
. •		Processing. Performs systems analysis and design for administrative appli-				
		cations. Also has responsibility for maintenance and enhancement of existing				
	•	library of programs. Supervises Programmers and oversees the implementation				
		of new and modified programming systems. Does programming when required				
•						
	•					
	1.3.	QUALIFICATIONS: (State both minimum requirements and desired characteris-				
	•	tics: degree and experience requirements, expected publication record if				
•		relevant, and special requirements, attributes, and skills.) All qualifica-				
•		tions, the lack of which might lead to rejection of a candidate, must be				
	1.	inferrable from this statementsee p. 4. Must have professional experience				
		in computer programming and systems analysis. Must have a thorough and				
777		demonstrable knowledge of Cobol. Must have obvious skill in oral and written				
		communication which will complement ability to deal with people Experience				
٠	•	in supervision of data processing professionals and work experience in an				
•	•	institution of higher education greatly desirable.				
	1.4.	CLOSING DATE OF APPLICATIONS:				
	•••					
	1.5.	POSITION VACATED BY: Robert C. Faro DATE 7/28/77 NEW POSITION				
. 💉		TARGET SALARY \$17,000 TARGET STARTING DATE TENURE TRACK? Yes				
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•		10/14/77				
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he	Dean o	or Director for signature; it is then to be forwarded to the Vice President				
'or	Acader	mic Affairs. Upon approval by the Vice President, the form is to be sent to				
ue	Allan	mative Action Officer. Copies will be returned to the Department, with				
igi	ned con	pies to the Dean and Vice President.				
•	SEARCE	I NUMBER :. APPROVED:				
	•	Affirmative Action Officer				
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Vice Pres. or Pres.

Date