THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

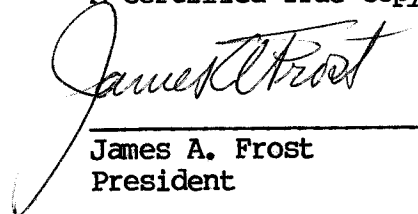concerning

ESTABLISHMENT OF THE POSITION

ASSISTANT DIRECTOR OF INFORMATION SYSTEMS/ADMINISTRATOR III
In The
CENTRAL OFFICE

July 20, 1984

WHEREAS,   There is a need for a person of high technical
skill to support the computer-based Management
Information Systems for the Connecticut State
University, therefore be it

RESOLVED,   That the position, Assistant Director of
Information Systems/Administrator III, be
established in the Central Office, effective
July 1, 1984, in accordance with all provisions
and expectations as set forth in the proposal
dated June 22, 1984, which is attached as an
addendum to this Resolution.

A Certified True Copy:

James A. Frost
President

UNCLASSIFIED POSITION ALTERATION SUMMARY

Title: Assistant Director of Information Systems/Administrator III

Fund: General

Position Type: Permanent __X__   Part-time _____

Effective Date: __July 1, 1984__

Cost: __Salary Range, $17,770 - $33,045__

Campus: __Central Office__

Proposal: To create a new position of Assistant Director of Information Systems/Administrator III

Summary: See attached job description.

Date: __June 22, 1984__

Assistant Director of Information Systems
Administrator III

Supervisor: Director of Information Systems

Position Summary: Under the direction of the Director of
    Information Systems, this individual's primary responsibility is
    the analysis, development, programming, testing, and
    implementation of administrative software systems for the State
    University System.

Position Responsibilities:

1. Responsibility for the design, development, programming,
    documentation, and implementation of systemwide
    programming projects.

2. Produces special reports required by the Central Office.

3. Assists in the development of systemwide information
    systems.

4. Maintains existing software developed and installed by the
    Central Office.

5. Assists in liason activities between the Central Office
    and the four campuses for any data processing system
    developed.

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

Education and Experience:
    Bachelor's Degree required, Masters Degree preferred in
Computer Science, Mathematics, or a related area.

    Demonstrated ability in the design, development, programming
in Cobol and Basic, documentation, and implementation of computer
software systems written for the DEC VAX 11/780 computer system
running the VMS operating system.

    At least three years of experience as a programmer
analyst/software specialist on such systems.

Salary Range 17,770 - 33045