



THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

concerning

CONVERSION OF POSITION

AGENCY DATA PROCESSING MANAGER I (MANAGEMENT CLASSIFIED)

TO

ASSISTANT DIRECTOR OF THE COMPUTER CENTER/ADMINISTRATOR III
(UNCLASSIFIED)

AT

SOUTHERN CONNECTICUT STATE UNIVERSITY

JULY 25, 1986

RESOLVED, That the position, Agency Data Processing Manager I (Classified Management), at Southern Connecticut State University be converted to Assistant Director of the Computer Center/Administrator III, effective June 6, 1986, in accordance with all provisions and expectations as set forth in the proposal which is attached as an addendum to this Resolution.

A Certified True Copy:



 Dallas K. Beal
 President



THE CONNECTICUT STATE UNIVERSITY

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Submitted	_____
	Date
By:	CSU ()
	CCSU () SCSU (X)
	ECSU () WCSU ()

POSITION ACTION REQUEST

POSITION ACTION:	ESTABLISH () RECLASSIFY () OTHER (X)	DATE EFFECTIVE	6/6/86	PERM (X) FT (X)	TEMP () PT ()
POSITION TITLE:	Agency Data Processing Manager 1 (Management Classified)	Assistant Director of the Computer Center, Administrator III	2322	7918	
	CURRENT (Class Code)	PROPOSED (Class Code)			
POSITION NUMBER:	1475	CURRENT SALARY	\$41,672.00	PROPOSED SALARY	\$23,000 - \$37,100
		FUND	General	BARG Management UNIT	Classified SMOAE from to

RESOLUTION

BR# 86-117

RESOLVED, That the position Agency Data Processing Manager I (Classified Management) at Southern Connecticut State University be converted to Assistant Director of the Computer Center, Administrator III, effective June 6, 1986, in accordance with all provisions and expectations as set forth in the proposal which is attached as an addendum to this resolution.

A Certified True Copy _____
Dallas K. Beal, President, CSU Date

PERCommittee _____ Date
BOARD OF TRUSTEES _____ Date

JUSTIFICATION: (Use Reverse Side If Additional Space Is Needed)

The conversion of this position would provide for the adoption of a local Administrative faculty job description which more accurately portrays the current duties and responsibilities of the position. Note also that State Personnel encourages the absorption of such positions into other agency units, thereby reducing the number of different employee groups to administer.

RECEIVED
MAY 19 1986
THE CONNECTICUT
STATE UNIVERSITY

Savings
Approx. Cost

[Signature]
Signed (University) Date May 19, 1986

SOUTHERN CONNECTICUT STATE UNIVERSITY

Assistant Director of the Computer Center/Administrator III

SUPERVISOR: Director of the Computer Center

SUPERVISION EXERCISED:

INCUMBENT NAME:

POSITION SUMMARY:

Responsible for computer operations including the supervision of the operations staff, the establishment and execution of operations procedures, and the care and maintenance of the computer equipment.

POSITION RESPONSIBILITIES:

Supervises computer operations, control, and data entry personnel.

Establishes computer operation procedures so as to obtain maximum use of the equipment and the personnel.

Monitors system performance and makes provision for preventive maintenance and repair of computer systems and related equipment.

Is responsible for backup and recovery materials and procedures.

Acts as liaison between computer operations and administrative users and Systems and Programming Section.

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

EDUCATION AND EXPERIENCE:

Bachelor's Degree in Data Processing or Computer Science required. Should have experience in computer operations. Job experience with VAX VMS preferred. These qualifications may be waived for individuals with appropriate alternate experience.

ADMINISTRATIVE FACULTY

IMMEDIATE SUPERVISOR

DEAN OF PERSONNEL ADMINISTRATION

William O'Keefe

Richard J. ...

Reginald Beyle