



THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

concerning

ESTABLISHMENT OF POSITION
ASSISTANT DIRECTOR OF THE COMPUTER CENTER/ADMINISTRATOR III


at

SOUTHERN CONNECTICUT STATE UNIVERSITY

September 5, 1986

RESOLVED, That the position, Assistant Director of the Computer Center/Administrator III, at Southern Connecticut State University be established effective September 5, 1986, in accordance with all provisions and expectations as set forth in the proposal dated August 12, 1986, which is attached as an addendum to this Resolution.

A Certified True Copy:


Dallas K. Beal
President

CSU-200

THE CONNECTICUT STATE UNIVERSITY

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

Submitted 8-14-86

Date

By: CSU ()

CCSU () SCSU (X)

ECSU () WCSU ()



POSITION ACTION REQUEST

POSITION ACTION: ESTABLISH (X) RECLASSIFY () OTHER () DATE EFFECTIVE 9-5-86 PERM (X) FT (X)
TEMP () PT ()

POSITION TITLE: _____ (Assistant Director of the Computer Center) Adm. III 7918
CURRENT (Class Code) PROPOSED (Class Code)

POSITION NUMBER: _____ CURRENT SALARY _____ PROPOSED SALARY \$23,000-
\$37,100 FUND Gen. BARG UNIT _____ SUOAF-AESCME
from to

RESOLUTION

BR# _____

RESOLVED, That the position of Assistant Director of the Computer Center, Administrator III, at Southern Connecticut State University be established effective September 5, 1986, in accordance with all provisions and expectations as set forth in the proposal dated August 12, 1986, which is attached as an addendum to this Resolution.

A Certified True Copy _____

Dallas K. Beal, President, CSU

Date

PERCommittee 8-27-86

Date

BOARD OF TRUSTEES 9-5-86

Date

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

The Board of Trustees has approved the establishment of this new General Fund position for the 1987 fiscal year.

RECEIVED

AUG 19 1986

THE CONNECTICUT STATE UNIVERSITY

\$23,000 -
\$37,200

Approx. Cost

Michael...
Signed (University)

8-14-86

Date

SOUTHERN CONNECTICUT STATE UNIVERSITY

Assistant Director of the Computer Center/Administrator III

SUPERVISOR: Associate Director of the Computer Center

SUPERVISION EXERCISED: None

INCUMBENT NAME:

POSITION SUMMARY:

Responsible for system and application software for the academic processing environment on a VAX/VMS computer system. Also responsible for instructional workshops for and communications with the academic user community.

POSITION RESPONSIBILITIES:

Responsible for VAX/VMS academic system software maintenance, debugging and operations logging under the guidelines set by the system manager.

Design, debug and implement programs which monitor academic processing and extract management information.

Conduct workshops for teaching and administrative faculty in VAX usage, editing and programming.

Edit and regularly produce a newsletter for the academic user community.

May be called upon occasionally during off-hours to handle system problems.

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

EDUCATION AND EXPERIENCE:

A Bachelor's degree in Computer Science or Information Science required. A thorough knowledge of VAX/VMS system software and VAX/VMS programming required. Good communication skills required. A working knowledge of FORTRAN, BASIC, PASCAL, COBOL, DATATRIEVE, SAS and database systems preferred. These qualifications may be waived for individuals with appropriate alternate experience.

ADMINISTRATIVE FACULTY *[Signature]* 7/15/86

IMMEDIATE SUPERVISOR *[Signature]*

DEAN OF PERSONNEL ADMINISTRATION *[Signature]*