THE CONNECTICUT STATE UNIVERSITY

P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7701

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

ASSISTANT TO THE DIRECTOR, INFORMATION SYSTEMS/ADMINISTRATOR II
to
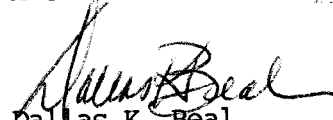ASSISTANT DIRECTOR, INFORMATION SYSTEMS/ADMINISTRATOR III

at

WESTERN CONNECTICUT STATE UNIVERSITY

OCTOBER 9, 1987

RESOLVED,   That the position, Assistant to the Director, Information
Systems/Administrator II, at Western Connecticut State
University be reclassified to Assistant Director,
Information Systems/Administrator III, effective October 9,
1987, in accordance with all provisions and expectations as
set forth in the proposal attached as an addendum to this
resolution.

A Certified True Copy:

Dallas K. Beal
President

CSU-200

ADDENDUM B.R.# 87-157

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

CSU

POSITION ACTION REQUEST

Submitted	8/26/87
	Date

By: CSU ( )
   CCSU ( ) SCSU ( )
   ECSU ( ) WCSU (xx)

POSITION ACTION: ESTABLISH ( ) RECLASSIFY (XX) OTHER ( ) **DATE EFFECTIVE** 10/9/87 **PERM (X) FT (X) TEMP ( ) PT ( )**

POSITION TITLE:

Admin. II/Asst. to the Dir., Information Systems	7917	Admin. III/ Asst. Dir., Information Systems	7918
CURRENT	(Class Code)	PROPOSED	(Class Code)
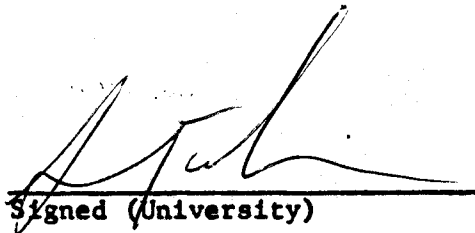
POSITION NUMBER: 0879 **CURRENT SALARY** 26,683. **PROPOSED SALARY** 29,500. + CBI **FUND** Gen. **BARG UNIT** AFSCME (from) AFSCME (to)

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

Western Connecticut State University requests that the position of John P. Kulhawik be reclassified from Administrator II/Assistant to the Director, Information Systems to Administrator III/Assistant Director, Information Systems. This action is in keeping with our practice to reclassify Junior Programmers to Programmers as their computer experience increases.

A job description for the Administrator III/Assistant Director position is attached.

2,817.
Approx. Cost

Signed (University)

9-2-87
Date

RESOLUTION

BR#_____

RESOLVED,   That the position Admin. II/Assistant to the Director, Information Systems at Western Connecticut State University be reclassified to Admin. III/Assistant Director, Information Systems, effective Oct. 9, 1987 in accordance with all provisions and expectations as set forth in this proposal.

A Certified True Copy _____   _____

Dallas K. Beal, President, CSU   Date

Committee _____   BOARD OF TRUSTEES _____
   Date   Date

Assistant Director, Information Systems (Programmer)/III

Supervisor: Director, Information Systems/Computer Center

Incumbent Name:

Position Summary:

Under the direction of the Director, Information Systems/Computer
Center is responsible for computer programming applications, developing
and maintaining user software for the operation of all computer systems
using various computer languages.

Position Responsibilities:

Creates and develops online computer application programs on the VAX VMS
systems and other Micro computers.

Maintains all computer software and programs, performs systems conversion
as required.

Maintains all systems files of the University and files for the BOT & BHE.
Develops, implements and maintains all systems programs for various
computer systems.

Modifies and maintains all current systems and programs and documents all
works.

Assists System Manager in training of Junior Programmers, Operators,
staff and users in use of the computer systems and software packages.

Coordinates the daily operation and production as required.

Provides technical assistance to the Director and System Manager as
required.

When directed, performs duties of other computer center positions to
provide uninterrupted service to users.

Assists the System Manager to perform systems update as required.

Assists the Academic Computer Center when needed.

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

Education and Experience:

Two to three years of professional experience in Information Systems
applications, demonstrating strong programming skills. Bachelor's
degree in Computer Science, Information Systems or related field is
required. These qualifications may be waived for individuals with
appropriate alternate experience.