



THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

concerning

TITLE CHANGE

ASSOCIATE DEAN FOR FACILITIES OPERATIONS/ADMINISTRATOR VII

to

ASSOCIATE DEAN FOR UNIVERSITY SERVICES/ADMINISTRATOR VII

at

SOUTHERN CONNECTICUT STATE UNIVERSITY

FEBRUARY 5, 1988

RESOLVED, That the position, Associate Dean for Facilities Operations/Administrator VII, at Southern Connecticut State University be retitled Associate Dean for University Services/Administrator VII, consistent with an anticipated reassignment.

A Certified True Copy:

Dallas K. Beal

President



THE CONNECTICUT STATE UNIVERSITY

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Submitted	1-13-88
Date	
By: CSU ()	
CCSU ()	SCSU (X)
ECSU ()	WCSU ()

POSITION ACTION REQUEST

POSITION ACTION:	ESTABLISH () RECLASSIFY (X) OTHER ()	DATE EFFECTIVE	2-5-88	PERM (X) FT ()	TEMP () PT ()
POSITION TITLE:	Associate Dean for Facilities Operations, Adm VII (7869)	Associate Dean for University Services, Adm. VII (7869)			
	CURRENT (Class Code)	PROPOSED (Class Code)			
POSITION NUMBER:	1943	CURRENT SALARY	\$57,100	PROPOSED SALARY	\$57,100
		FUND	General	BARG UNIT	AFSCME - AFSCME
					from to

RESOLUTION

BR# _____

RESOLVED, That the Associate Dean for Facilities Operations, Administrator VII, be retitled Associate Dean for University Services, Administrator VII, consistent with an anticipated reassignment.

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)

With Southern's present Associate Dean for Facilities Operations having significant experience in working within the various student affairs divisions, with campus police, etc., it is the University's belief that his talents can be better utilized by adoption of the attached position description with a much broader area of responsibility at no cost to the University. Furthermore, approval of this request would permit Southern to seek to fill the vacated Facilities Operations position with an individual having more direct experience in the areas of physical plant operations.

*OIL - 26
PERC
DCI
1/14/88*

Michael G. Adams ad
Signed (University)

1-13-88
Date

SUOAF/AFSCME POSITION ACTION REQUEST
FORM AND PROCEDURES

Position Title Associate Dean for University Services/Adm. VII

Campus Southern Connecticut State University Date January 4, 1988

LEVEL 1, Day 0 Campus DPA creates and presents package to Chapter level SUOAF/AFSCME designee for review. Attachments shall include the following items where applicable: 1) a copy of this sheet, 2) new and former position descriptions, 3) salary, rank, and rationale for PERC and the Board, and 4) any additional information required.

INITIATING PRESIDENT OR DESIGNEE Jean M. Battaglia

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE _____

SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY William J. O'Neil

DATE OF SUOAF CAMPUS REVIEW _____

THE ABOVE-MENTIONED PACKAGE HAS BEEN FORWARDED TO THE LOCAL UNION BY THE CAMPUS DPA.

LEVEL 2, Not to exceed 10 working days after receipt Statewide SUOAF/AFSCME review occurs during this interval. Further negotiation may occur at this level prior to final Union approval. Upon such approval SUOAF shall return all materials to the initiating University DPA or his designee.

SUOAF/AFSCME LOCAL PRESIDENT OR DESIGNEE R. V. Farrell Date _____

DISPOSITION AT SUOAF LOCAL LEVEL:

approve proposed rank and salary

disapprove proposed rank and salary

Comments or Recommendations:

DATE RETURNED TO LOCAL DPA _____

LEVEL 3, Not to exceed 10 working days after receipt Local DPA brings paperwork to statewide DPA's meeting for review. If no further issues arise, the document is signed by and remains with the Vice President for Personnel. The Vice President for Personnel also provides a signed copy to the SUOAF/AFSCME Local President. If significant changes are required, documents are returned at Level 1. Minor changes may be effected by appropriate phone consultation.

DATE CONSIDERED BY DPA's COUNCIL 1/13/88

DISPOSITION AT COUNCIL LEVEL:

approve submission to PERC

disapprove submission to PERC

Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL David C. Napa DATE 1/14/88

LEVEL 4 Vice President for Personnel submits package to PERC at its next scheduled meeting. Upon PERC action it is the responsibility of the Campus DPA to inform the campus and Local SUOAF/AFSCME representative and appropriate management officials of PERC disposition.

DISPOSITION AT PERC LEVEL:

approved

disapproved

DATE _____

DATE OF BOARD APPROVAL _____

DATE OF BOARD DISAPPROVAL _____

Southern Connecticut State University
Associate Dean for University Services/Administrator VII

SUPERVISOR:

SUPERVISION EXERCISED:

INCUMBENT NAME:

POSITION SUMMARY:

This administrator assists the Dean in all matters delegated and acts on behalf of the Dean where requested. The Associate Dean assists the Dean in the administration and development of services. He/she also works closely with the various administrators, faculty, and student groups to support and encourage effective and comprehensive programs.

POSITION RESPONSIBILITIES:

Assists the Dean in providing leadership, coordination, evaluation, and development of programs.

Assists in policy and procedure development.

Represents the Dean on designated committees.

Serves as advisor where assigned.

Acts as a hearing officer and/or an appeals officer.

Assists with staff development

Supervises special projects and conducts evaluative studies for the Dean.

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

EDUCATION AND EXPERIENCE:

Six years of experience in university administration equipping the applicant to formulate and implement policy. Knowledge of two or more service areas preferred. Master's degree required; Doctorate preferred. These qualifications may be waived for individuals with appropriate alternate experience.

Administrative Faculty

Immediate Supervisor

Personnel Administration

William J. Howard
Roger J. Bayle
Jean M. Battaglia