



Central • Eastern • Southern • Western

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

Office of the President

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

PROFESSOR

to

DIRECTOR OF ENTREPRENEURIAL SUPPORT CENTER/ADMINISTRATOR V

at

CENTRAL CONNECTICUT STATE UNIVERSITY

February 3, 1989

RESOLVED, That the position of Professor at Central Connecticut State University be reclassified to Director of Entrepreneurial Support Center/Administrator V, effective February 3, 1989, in accordance with all provisions and expectations as set forth in the proposal dated December 19, 1988, which is attached as an addendum to this resolution.

A Certified True Copy:

Dallas K. Beal
President

Doc. 219



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CSU-2

CONNECTICUT STATE UNIVERSITY POSITION ACTION REQUEST FORM

SUBMITTED 12-19-88

BY: CSU []
 CCSU [X] SCSU []
 ECSU [] WCSU []

POSITION ACTION: ESTABLISH () RECLASSIFY (X) OTHER () DATE EFFECTIVE 2-3-89

NATURE OF POSITION: PERMANENT [X] FULL-TIME [X] TEMPORARY [] PART-TIME []

POSITION TITLE: Professor (CURRENT) Dir. Entrepreneurial Support Cntr, ADM 5 (CLASS CODE) (PROPOSED) (CLASS CODE)

POSITION NUMBER 2645	CURRENT SALARY \$	PROPOSED SALARY \$42,000	FUND Grant	BARGAINING UNIT	AdFac
				FROM	TO

EXPLAIN THE NATURE OF THE PROPOSAL:

Reclassify the never filled position of Professor to that of Director of Entrepreneurial Support Center, Administrator 5, in the School of Business.

JUSTIFICATION:

This position was envisioned in the 1988-89 State budget under a special grant for this purpose. It was originally established as a teaching line just to get it on the books but never filled. Careful analysis of the needs of the program now indicate that the position will not have any instructional duties and should be an Administrator.

\$42,000
 COST OR (SAVINGS)

[Signature] 1-3-89
 SIGNED (UNIVERSITY) DATE

- ATTACH OLD AND NEW STAFFING CHART, (X)
- JOB DESCRIPTION, AND (X)
- SUOAF SIGN OFF FORM IF REQUIRED (X)

MISCELLANEOUS COMMENTS:

CENTRAL CONNECTICUT STATE UNIVERSITY

POSITION DESCRIPTION

Position Title: Director of Entrepreneurial Support Center

Rank: Administrator 5

Department: School of Business

Supervisor's Title: Dean of the School of Business

POSITION SUMMARY

Working under the direct supervision of the Dean of the Business School, and under the general policy guidance of an Advisory Committee, the Director supervises activities of the Entrepreneurial Support Center which assist the development of small business enterprise in the central Connecticut region.

POSITION RESPONSIBILITIES

Plans and organizes the activities of the Center.

Supervises all Center personnel.

Coordinates the activities of the Center with the New Britain Chamber of Commerce, the Municipal Action Council, the Connecticut World Trade Association, and all other appropriate organizations.

Plans and manages the Support Center's budget.

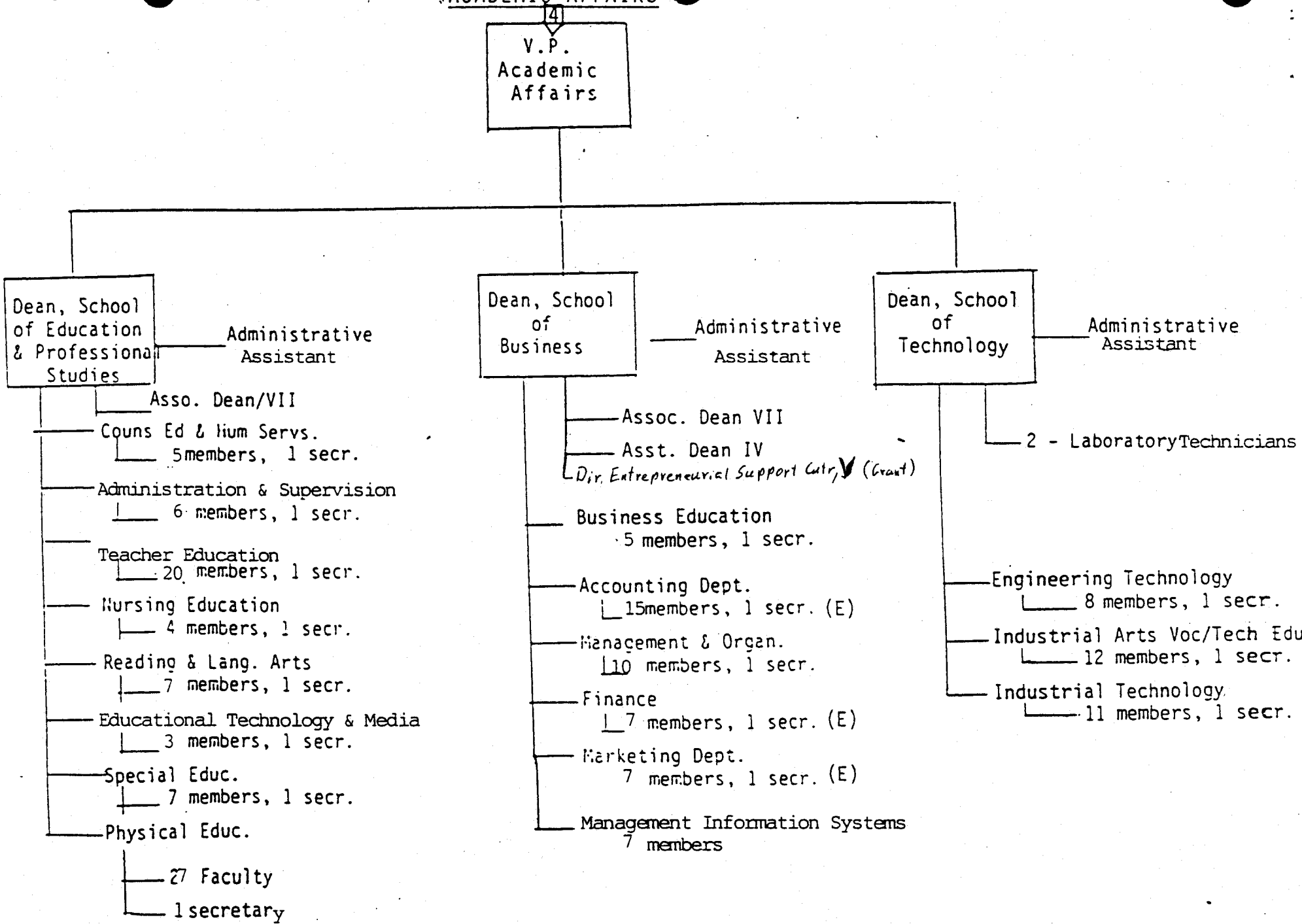
Develops and implements a marketing plan and roster of services that the Center provides.

Works with faculty consultants, students and other support staff and technical experts in providing a wide array of business and educational services for the surrounding community.

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

QUALIFICATIONS

Bachelors Degree, knowledge and experience in budgeting and financial analysis as well as experience in managing a small business or consulting with small business personnel or organizations are required. Master's degree in a business discipline, ownership and experience managing own business, and understanding of computer data bases and management information systems are preferred.



SUOAF/AFSCME POSITION ACTION REQUEST
FORM AND PROCEDURES

Position Title Director of Entrepreneurial Support Center, ADM 5
Campus Central Date 1-3-89

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 *MS*

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE 1-3-89

SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY *Sharon M Lynch*

DATE OF SUOAF CAMPUS REVIEW 1/12/89

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 *B. Tipton* Date 1/17/89

DISPOSITION AT SUOAF LOCAL LEVEL:
 approve proposed rank and salary () disapprove proposed rank and salary
Comments or Recommendations: *Approved with understanding that proposed salary will be after negotiation with the local union 39,000 only* *BT.*

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 _____

DISPOSITION AT COUNCIL LEVEL:
() approve submission to PERC () disapprove submission to PERC
Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL _____ DATE _____

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 _____