



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

Office of the President

RESOLUTION

concerning

RECLASSIFICATION OF POSITION

MAINTAINER I

to

ASSISTANT COORDINATOR OF SPECIAL EVENTS AND PROGRAMMING
(TECHNICAL OPERATIONS)/ADMINISTRATOR II


at

CENTRAL CONNECTICUT STATE UNIVERSITY

July 21, 1989

RESOLVED, That the position of Maintainer I at Central Connecticut State University be reclassified to Assistant Coordinator of Special Events and Programming (Technical Operations)/ Administrator II, effective July 21, 1989, in accordance with all provisions and expectations as set forth in the proposal dated June 19, 1989, which is attached as an addendum to this resolution.

A Certified True Copy:


Dallas K. Beal
President



An Equal
Opportunity
Employer

CSU-2

**CONNECTICUT STATE UNIVERSITY
POSITION ACTION REQUEST FORM**

REVISED 7/10/89

SUBMITTED 19 June 1989			
BY:	CSU []	SCSU []	
	CCSU [X]	WCSU []	
	ECSU []		

POSITION ACTION:	ESTABLISH ()	RECLASSIFY (X)	OTHER ()	DATE EFFECTIVE	21 July 1989
NATURE OF POSITION: PERMANENT [X] FULL-TIME [X] TEMPORARY [] PART-TIME []					
POSITION TITLE:	Maintainer 1 (CURRENT)	Asst Coord Spec Events & Prgm (CLASS CODE)	ADM 2 (PROPOSED)	Tech Ops.) (CLASS CODE)	
POSITION NUMBER	1555	CURRENT SALARY	\$13,393	PROPOSED SALARY	\$ 25,289
			FUND Ext	BARGAINING UNIT	Cler AdFac
				FROM	TO

EXPLAIN THE NATURE OF THE PROPOSAL:

To convert a currently vacant Maintainer 1 position to Assistant Coordinator Special Events and Programming (Technical Operations), Administrator 2.

JUSTIFICATION:

The effective and safe operation of the Welte Auditorium requires the services of a competent technician. Since the retirement of the previous full-time technician we have tried to operate without such a technician. Severe problems and a major grievance have resulted. This action will resolve the problem and settle the grievance.

\$11,896
COST OR (SAVINGS)

J. Muslumato 6/28/89

SIGNED (UNIVERSITY) DATE

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

MISCELLANEOUS COMMENTS:
7/88

CENTRAL CONNECTICUT STATE UNIVERSITY

POSITION DESCRIPTION

POSITION TITLE: Assistant Coordinator of Special Events and
Programming (Technical Operations)

RANK: Administrator II

DEPARTMENT: University Affairs

SUPERVISOR'S TITLE: Coordinator of Special Events and Programming

POSITION SUMMARY

Coordinates technical operations for events in Welte Auditorium.

POSITION RESPONSIBILITIES

Assists with the operation and maintenance of audio and lighting systems in Welte Auditorium.

Supervises and coordinates the maintenance and related activities in Welte Hall.

Supervises and assists with the planning of Welte Auditorium events, rehearsals and classes.

Supervises technical operations for scheduled activities in Welte Auditorium.

Supervises stage crews utilized for auditorium events.

Recommends the purchase of supplies and equipment for Welte Hall.

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

QUALIFICATIONS

Bachelor's degree and two years experience in the operation and maintenance of auditorium sound systems, lighting systems, fly systems, rigging and theatrical electronics and knowledge of projection, audio visual equipment, dimming systems, and theatrical vendors/contractors required. Experience with a Mantrix 2-S Lighting board and working with performing arts groups preferred.

6 July 1989

SUOAF/AFSCME POSITION ACTION REQUEST

FORM AND PROCEDURES

Assistant Coordinator of Special Events and Programs (Technical Operate)

Position Title Technical Assistant, North Hall, ALM 2
Campus Cornell Date 6-19-89

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 or former position descriptions, 3) salary, rank, and rationale for PERC and the Board, and 4) any additional information required.

INITIATING PRESIDENT OR DESIGNEE [Signature]

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE 6-19-89

SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY Jenna M Lynch

DATE OF SUOAF CAMPUS REVIEW 7/12/89

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 the 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 Edgar B. Tipton Date 7/20/89

DISPOSITION AT SUOAF LOCAL LEVEL: in phone call 7/20/89
 approve proposed rank and salary () disapprove proposed rank and salary

Comments or Recommendations: nothing more

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 OF BOARD APPROVAL _____

DATE OF BOARD DISAPPROVAL _____

CONNECTICUT STATE UNIVERSITY POSITION ACTION REQUEST FORM

SUBMITTED 19 June 1989

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

POSITION ACTION: ESTABLISH () RECLASSIFY (X) OTHER () DATE EFFECTIVE 29 June 1989

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

POSITION TITLE: Maintainer 1 (CURRENT) *Assistant Coordinator of Special Events and Programming (Technical Operations)* ~~Technical Assistant~~ Welte Hall, ADM 2 (CLASS CODE) (PROPOSED) (CLASS CODE)

POSITION NUMBER	CURRENT SALARY	PROPOSED SALARY	FUND	Ext	BARGAINING UNIT	Cler FROM	AdFac TO
1555	\$13,393	\$25,289					

EXPLAIN THE NATURE OF THE PROPOSAL:

To convert a currently vacant Maintainer 1 position to ~~Technical Assistant~~ *one hour min for 89-90* Welte Hall, Administrator 2. *(use new proposed title to)*

JUSTIFICATION:

An Assistant Coordinator of Special Events and Programming for Technical Operations

The effective and safe operation of the Welte Auditorium requires the services of a ~~competent technician~~ *person.* Since the retirement of the previous full-time technician we have tried to operate without such a ~~technician~~ *person.* Severe problems and a major grievance have resulted. This action will resolve the problem and settle the grievance. *Technical director*

\$11,896
COST OR (SAVINGS)

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: *Assistant Coordinator of Special Events and Programming (Technical Operations)*
~~Technical Assistant - Welte Auditorium~~

RANK: Administrator 2

DEPARTMENT: *Institutional Advancement / Development*
~~University Affairs~~

SUPERVISOR'S TITLE: Coordinator of Special Events and Programming

POSITION SUMMARY

Coordinates technical operations
~~Provides technical assistance~~ for events in Welte Auditorium.

POSITION RESPONSIBILITIES

Assists ^{with} the operation and maintenance of ~~sound~~ ^{audio} and lighting systems in Welte Auditorium.

Supervises ^{and coordinates the maintenance and related activities in} ~~(general housekeeping and maintenance)~~ of Welte Hall.

Supervises and assists ~~set up for~~ Welte Auditorium events, rehearsals and classes.

Supervises technical operations ~~at~~ ^{with the planning of} scheduled ~~events~~ ^{activities} in Welte Auditorium.

Supervises ~~student~~ ^{for} stage crews ^{utilized for auditorium events.}

Recommends the purchase of supplies and equipment for Welte Hall.

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

QUALIFICATIONS

^{and years'} Bachelor's degree ^{the} ~~at~~ ^{two} ~~years~~ experience in operation and maintenance of auditorium sound systems, lighting systems, fly systems, rigging and theatrical ~~electronics~~, and knowledge of projection, ~~and other~~ audio visual equipment, dimming systems, and theatrical vendors/contractors required. Experience with Mantrix 2-S Lighting board and working with performing arts groups preferred. ^a

19 June 1989

electronics.