



# THE CONNECTICUT STATE UNIVERSITY

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

RESOLUTION

concerning

RECLASSIFICATION OF POSITION  
of  
ADMINISTRATIVE SERVICES OFFICER II  
to  
DIRECTOR OF FISCAL AFFAIRS/ADMINISTRATOR VI

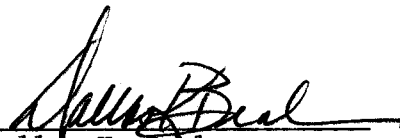
at

WESTERN CONNECTICUT STATE UNIVERSITY

June 21, 1985

RESOLVED, That the position, Administrative Services Officer II at Western Connecticut State University be reclassified to Director of Fiscal Affairs/Administrator VI, effective July 1, 1985, in accordance with all provisions and expectations as set forth in the proposal dated May 17, 1985, which is attached as an addendum to this resolution.

A Certified True Copy:

  
Dallas K. Beal  
President

UNCLASSIFIED POSITION ALTERATION SUMMARY

BR#85-120

Title: Director of Fiscal Affairs/Admin. VI

Fund: General

Position Type: Permanent XX Part-time       

Effective Date: July 1, 1985

Cost: \$3,583

Campus: Western

Proposal: To increase the duties and responsibilities of Mr. Donald Thoren and reclassify his current position of Administrative Services Officer II to Director of Fiscal Affairs/Administrator VI with a salary increase of \$3,583. annually to a new annual salary of \$39,408. (see position description attached)

**Summary:**

We are requesting the reclassification of Donald Thoren from the classified position of Administrative Services Officer II to the unclassified position Director of Fiscal Affairs. The Director of Fiscal Affairs title is currently being used by our three other sister institutions and more accurately depicts his current duties and responsibilities.

Date: 5/17/85

RECEIVED

JUN 6 1985

THE CONNECTICUT  
STATE UNIVERSITY

Western Connecticut State University

Director of Fiscal Affairs/Business Office/Administrator VI

SUPERVISOR: Vice President for Administrative Affairs

SUPERVISION EXERCISED:

INCUMBENT NAME: Donald Thoren

POSITION SUMMARY:

The Director for Fiscal Affairs has primary responsibility for the development of the university's financial plans and related fiscal activities.

POSITION RESPONSIBILITIES:

Develop, manage, administer university financial plans and fiscal activities.

Supervise and train professional budget analysts, accounts and heads of major activities.

Direct the activities of the business operations.

Confer, initiate and implement policies with BOT and State agencies.

Train, manage and direct grant personnel in fiscal and administrative requirements.

Confer with State Auditors and interpret compliance with State statutes.

Direct the preparation of management information systems reports.

Obtain approval and formalize the allocations of funds for all programs.

Monitor the expenditure of funds by program and activity.

Direct the preparation of financial reports.

Negotiates with Federal Agencies on indirect and overhead cost rates.

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

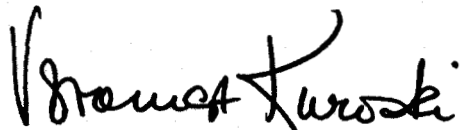
EDUCATION AND EXPERIENCE

A Bachelor's degree and six years of experience in administration of fiscal affairs, including staff supervision and the formulation and implementation of relevant policy required; Master's degree preferred. These qualifications may be waived for individuals with appropriate alternate experience.

May 23, 1985

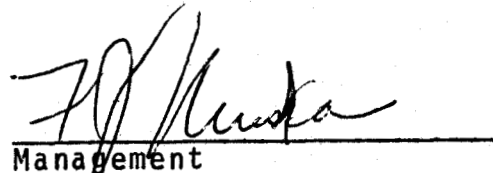
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE STATE UNIVERSITY ORGANIZATION  
OF ADMINISTRATIVE FACULTY (AFSCME -  
COUNCIL 4-Local 2386) and THE BOARD OF  
TRUSTEES FOR THE CONNECTICUT STATE UNIVERSITY

This agreement acknowledges the fact that the reclassification of Donald Thoren, Administrative Services Officer II, to Director of Fiscal Affairs, Administrator VI (AFSCME Bargaining Unit) at Western Connecticut State University is without prejudice, holding, or precedent and therefore not binding on future transactions between the aforementioned parties.



AFSCME

5/23/85  
Date



Management

5/23/85  
Date

RECEIVED  
MAY 23 1985  
Personnel Office  
W.C.S.U.

cc: Mr. Jakabauski  
Dean Becker  
Dr. Jestin  
Ms. Kuroski