THE CONNECTICUT STATE UNIVERSITY

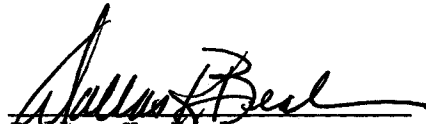P.O. Box 2008 • New Britain, Connecticut 06050 • (203) 827-7700

RESOLUTION

concerning

DIRECTOR OF COMPUTER & INFORMATION SYSTEMS/ADMINISTRATOR VI
at
EASTERN CONNECTICUT STATE UNIVERSITY

December 6, 1985

RESOLVED, That the title and duties of the current position, Director of Data Processing, be changed to Director of Computer & Information Systems/ Administrator VI, to reflect certain minor changes without affecting the rank or salary.

A Certified True Copy:

Dallas K. Beal
President

CSU-200

THE CONNECTICUT STATE UNIVERSITY

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

POSITION ACTION REQUEST

Submitted _____
                Date
By: CSU ( )
    CCSU ( ) SCSU ( )
    ECSU (X) WCSU ( )

POSITION ACTION: ESTABLISH ( ) RECLASSIFY ( ) OTHER (X) **DATE EFFECTIVE** 12/6/85 **PERM** (X) **FT** (X) **TEMP** ( ) **PT** ( )

POSITION TITLE: Director of Data Processing _____ Director of Computer & Information Systems/Adm. 6

CURRENT   (Class Code) PROPOSED   (Class Code)

POSITION NUMBER: 1291 **CURRENT SALARY** 42,890 **PROPOSED SALARY** 42,890 **FUND** Gen **BARG UNIT** SUOAF _____ Same

from   to

RESOLUTION

BR# _____

RESOLVED, That the duties of the current position, Director of Data Processing, be changed to reflect certain minor changes without affecting the rank or salary.

A Certified True Copy _____ _____

Dallas K. Beal, President, CSU   Date

PERCommittee ___11/27/85___   BOARD OF TRUSTEES 12/6/85
           Date   Date

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

The basic reason for the requested change in duties is to add training responsibilities for the faculty and staff of the university. There is no change in rank or salary.

-0-
Approx. Cost   Signed (University)   11/13/8_
                                                              Date

EASTERN CONNECTICUT STATE UNIVERSITY

POSITION DESCRIPTION

POSITION TITLE   Director of Computer & Information Systems/Adm. 6

ADMINISTRATIVE RANK   6

Under the general supervision of the Vice-President for Administrative Affairs
the Director of Information Systems and Computer Services is responsible for
the operation and administration of hardware and systems support for all
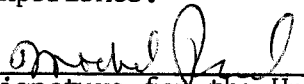phases of information systems and computer applications.

The Director

1. Directs and supervises operation of the Data Center and all associated
    staff for both administrative and academic computer systems.

2. Designs, plans, provides systems analysis and programming and implements
    new and revised information systems for all administrative offices.

3. Develops plans for new computer hardware, procures necessary hardware,
    makes selection and oversees installation of equipment for both academic
    and administrative computing.

4. Supervises System software and operating system generation for both
    academic and administrative Computer Systems.

5. Directs and supervises professional programming staff in the design and
    implementation of new systems and in the maintenance of current systems for
    all University information systems.

6. Coordinates and supervises all communications and work with outside
    agencies associated with data processing and computer services.

7. Coordinates vendor efforts to ensure effective performance of
    administrative and academic computer equipment.

8. Conducts training sessions and workshops for staff and faculty with
    respect to the role, use, and trends of computer technology in an
    educational institution.

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

QUALIFICATIONS

Master's degree and six years of experience in information systems including
formulation and implementation of relevant policy and staff supervision
required.

These qualifications may be waived for individuals with appropriate alternate
experience.

_____ 11/13/8ᵤ   _____
Signature for the Univ.   Date   Signature for AFSCME/SUOAF   Date

MEP/emb
11/12/85