



# THE CONNECTICUT STATE UNIVERSITY

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

## RESOLUTION

concerning

### RECLASSIFICATION OF POSITION

COORDINATOR OF FACILITIES PLANNING/ADMINISTRATOR IV  
to  
DIRECTOR OF FACILITIES PLANNING and ENGINEERING/ADMINISTRATOR V  
at  
SOUTHERN CONNECTICUT STATE UNIVERSITY

MAY 1, 1987

RESOLVED, That the position, Coordinator of Facilities Planning/  
Administrator IV, at Southern Connecticut State University  
be reclassified to Director of Facilities Planning and  
Engineering/Administrator V, effective May 1, 1987, in  
accordance with all provisions and expectations as set forth  
in the proposal attached to this Resolution.

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

|           |                   |
|-----------|-------------------|
| Submitted | <u>4-14-87</u>    |
|           | Date              |
| By:       | CSU ( )           |
|           | CCSU ( ) SCSU (X) |
|           | ECSU ( ) WCSU ( ) |



POSITION ACTION REQUEST

POSITION ACTION: ESTABLISH ( ) RECLASSIFY (X) OTHER ( ) DATE EFFECTIVE 5-1-87 PERM (X) FT (X)  
 TEMP ( ) FT ( )

POSITION TITLE: Coordinator of Facilities Planning, Administrator IV (7919) Director of Facilities Planning and Engineering, Administrator V (7921)  
 CURRENT (Class Code) PROPOSED (Class Code)

POSITION NUMBER: 0545 CURRENT SALARY \$37,661 PROPOSED SALARY \$43,390 FUND General BARG UNIT SUOAF SUOAF  
 from to

RESOLUTION

BR# \_\_\_\_\_

RESOLVED, that the position of Coordinator of Facilities Planning, Administrator IV, at Southern Connecticut State University be reclassified to Director of Facilities Planning and Engineering, Administrator V, effective May 1, 1987.

A Certified True Copy

*Dallas K. Beal*  
 Dallas K. Beal, President, CSU

Date

PERCommittee 4-22-87  
 Date

BOARD OF TRUSTEES 5-1-87  
 Date

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

The proposed rank and salary level is appropriate in light of other comparable CSU Administrator V positions (including an established Director of Facilities Planning/Engineering position).

RECEIVED

APR 13 1987

THE CONNECTICUT STATE UNIVERSITY

\$5,729.00  
 Approx. Cost

Signed (University)

Date

CSU-200

**THE CONNECTICUT STATE UNIVERSITY**

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THE CONNECTICUT STATE UNIVERSITY

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Date

OK

SUOAF/AFSCME POSITION ACTION REQUEST  
FORM AND PROCEDURES

Position Title Director of Facilities Planning and Engineering, Administrator V

Campus Southern Connecticut State University Date March 17, 1987

**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 Roger J. Bergh, Dean, Personnel Administration

DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE 4/1/87

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

DATE OF SUOAF CAMPUS REVIEW 4/1/87

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 Betty R. Tipton Date April 2, 1987

DISPOSITION AT SUOAF LOCAL LEVEL:

approve proposed rank and salary

disapprove proposed rank and salary

Comments or Recommendations:

DATE RETURNED TO LOCAL DPA 4/2/87

**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 4/9/87

DISPOSITION AT COUNCIL LEVEL:

approve submission to PERC

disapprove submission to PERC

Comments or Recommendations:

VICE PRESIDENT FOR PERSONNEL David C. Newbr

DATE 4/9/87

**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  
Director of Facilities Planning and Engineering (Adm. V)

SUPERVISOR: Vice President for Administrative Affairs

SUPERVISION EXERCISED:

INCUMBENT NAME: Urbinati, John

POSITION SUMMARY:

Under the overall supervision of the Vice President for Administrative Affairs, the Director of Facilities Planning and Engineering provides direction and leadership in the planning and programming of campus building support facilities. This administrator is responsible for furnishing technical assistance for a wide variety of capital projects. He/she also designs and monitors the University's energy management plan.

POSITION RESPONSIBILITIES:

Administers and monitors all contractual obligations for new construction and rehabilitation projects.

Designs and reviews campus construction and rehabilitation projects and their budgets.

Prepares contract documents and environmental impact assessments.

Prepares the University's capital budget request.

Works in concert with the University's Space Committee in developing a comprehensive long range plan.

Develops and administers energy cost savings programs.

Assists in correcting major operational problems.

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:

Licensed architect or professionally registered engineer preferred. Bachelor's degree in architecture, architectural or civil engineering and at least ten (10) years of experience will be considered. Ability to work effectively with diverse academic and administrative units. Highly developed communication skills.

SPECIAL NOTATIONS:

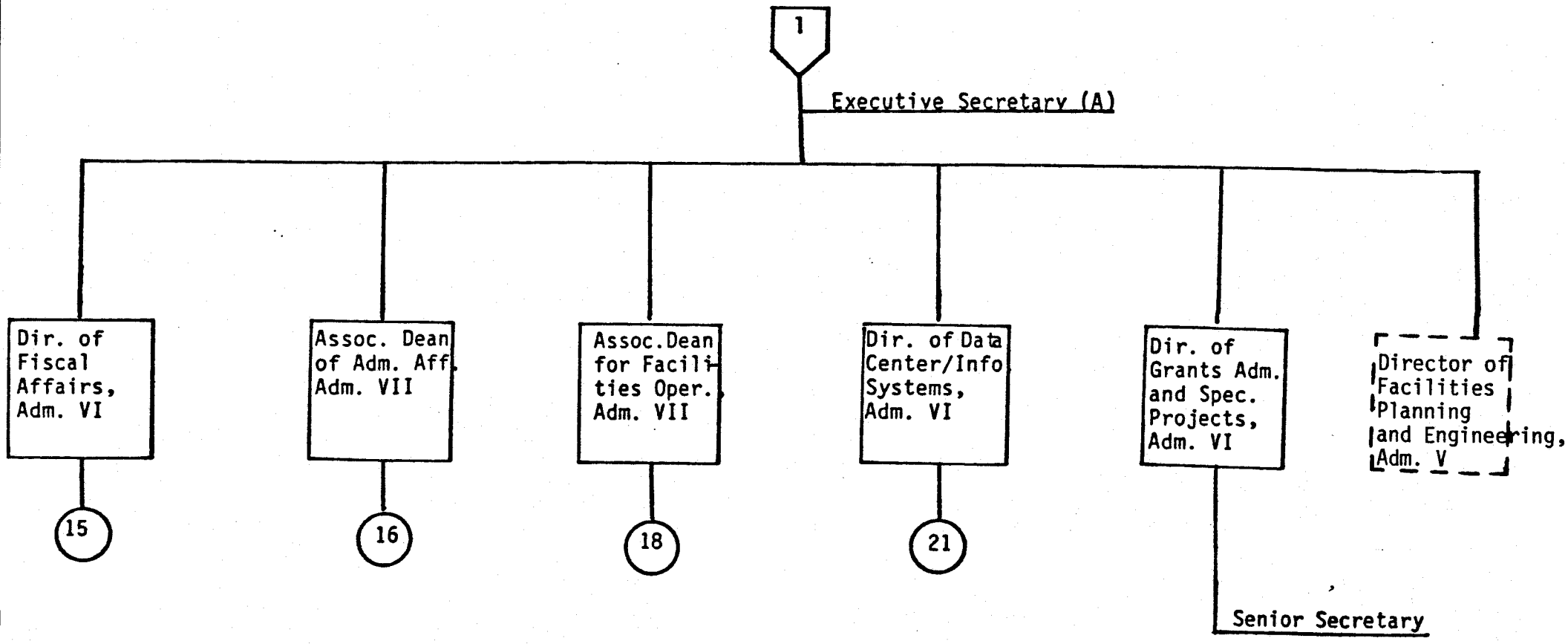
ADMINISTRATIVE FACULTY

IMMEDIATE SUPERVISOR

DEAN OF PERSONNEL ADMINISTRATION

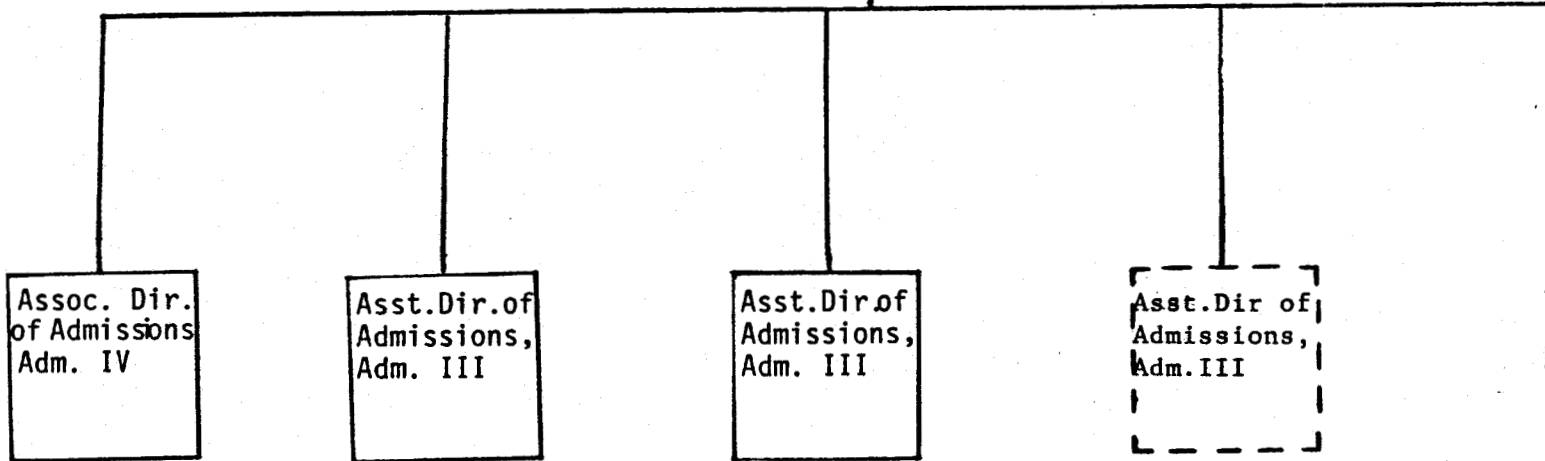
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Vice President, Administrative Affairs



Director of Admissions,  
Adm. VI

3



- Staff Assistant
- Senior Secretary
- Clerk Typist (E)
- Clerk