RESOLUTION

concerning

RECLASSIFICATION OF POSITION

ASSISTANT DIRECTOR, METEOROLOGICAL STUDIES & WEATHER CENTER/
ADMINISTRATOR III

to

ASSOCIATE DIRECTOR, METEOROLOGICAL STUDIES & WEATHER CENTER/
ADMINISTRATOR IV

at

WESTERN CONNECTICUT STATE UNIVERSITY

FEBRUARY 5, 1988

RESOLVED, That the position, Assistant Director, Meteorological
Studies & Weather Center/Administrator III, at Western
Connecticut State University be reclassified to Associate
Director, Meteorological Studies & Weather Center/
Administrator IV, effective February 5, 1988, in accordance
with the attached proposal dated December 18, 1987.

A Certified True Copy:

Dallas K. Beal
President
**Position Action Request**

**Position**

<table>
<thead>
<tr>
<th>CURRENT</th>
<th>PROPOSED</th>
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<tbody>
<tr>
<td>Admin. III/Asst. Dir. Meteorological Studies &amp; Weather Center 7818</td>
<td>Admin. IV/Assoc. Director, Meteorological Studies and Weather Center 7919</td>
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**Title**

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**Position Number**

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**Salary**

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**Fund**

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**Bargaining**

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**Justification**

We are requesting that Ann Fitzgerald, Assistant Director, Meteorological Studies and Weather Center, Admin. III, be reclassified to Associate Director, Meteorological Studies and Weather Center, Admin. IV. This reclassification is appropriate because of the increased activity in the Weather Center, and the additional responsibilities the incumbent has undertaken because of this activity. Responsibilities include developing, producing, and broadcasting forecasts, supervision of Weather Center employees, budget planning, and promotion and development of the educational mission of the Weather center. The scope of these duties and responsibilities, we feel, merit the classification of Admin. IV/Associate Director, Meteorological Studies and Weather Center.

**Resolution**

RESOLVED, That the position Admin. III/Assistant Director, Meteorological Studies and Weather Center be reclassified to Admin. IV/Associate Director, Meteorological Studies and Weather Center at WCSU, effective February 5, 1988, in accordance with all provisions and expectations as set forth in this proposal.

_A Certified True Copy_  
Dallas K. Beal, President, CSU  
Date
Associate Director, Meteorological Studies and Weather Center/ Administrator IV

SUPERVISOR:

SUPERVISION EXERCISED:

INCUMBENT NAME:

POSITION SUMMARY:
To assist in the preparation and dissemination of weather research and information.

POSITION RESPONSIBILITIES:
Assist in the promotion and development of the educational mission of the Weather Center.

Develop, produce, and broadcast weather forecasts and related data.

Assist in the supervision of Weather Center employees, including student interns.

Assist in scheduling of employees.

Consult with users of Weather Center data.

Provide weather forecasts.

Assist in financial duties of Weather Center including budget planning.

Perform other related duties and responsibilities which do not alter the basic level of the position.

EDUCATION AND EXPERIENCE:

SPECIAL NOTATION:
Two to three years of administrative experience, demonstrating supervisory skills, preparing the applicant to work effectively with the general public. Experience in broadcasting desirable. A Bachelor's degree is required preferably in a related field. These qualifications may be waived for individuals with appropriate alternate experience. Special Conditions: Must work varied hours on a flexible schedule.
Position Title: Administrator IV/Associate Director, Meteorological Studies and Weather Center

Campus: Western

Date: 12/17/87

LEVEL 1, Day 0: Campus DPA creates and presents package to Chapter level SUOA/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: Andrea D'Agostino

DATE PRESENTED TO CAMPUS SUOA REPRESENTATIVE: 1/11/88

SUOA/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY: [Signature]

DATE OF SUOA CAMPUS REVIEW: 1/11/88

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 SUOA/AFSCME review occurs during this interval. Further negotiation may occur at this level prior to final Union approval. Upon such approval SUOA shall return all materials to the initiating University DPA or his designee.

SUOA/AFSCME LOCAL PRESIDENT OR DESIGNEE: Betty Tipton

DATE: 1/12/87

DISPOSITION AT SUOA LOCAL LEVEL:

( ) approve proposed rank and salary

( ) disapprove proposed rank and salary

Comments or Recommendations:

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 SUOA/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: 1/13/88

DISPOSITION AT COUNCIL LEVEL:

( ) approve submission to PERC

( ) disapprove submission to PERC

Comments or Recommendations:

DATE CONSIDERED BY DPA'S COUNCIL:

VICE PRESIDENT FOR PERSONNEL: [Signature]

DATE: 1/14/88

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 SUOA/AFSCME representative and appropriate management officials of PERC disposition.

DISPOSITION AT PERC LEVEL:

( ) approved

( ) disapproved

DATE:

DATE OF BOARD APPROVAL:

DATE OF BOARD DISAPPROVAL:

OVER FOR APPLICABLE POSITION DESCRIPTION