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
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.

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).
RESOLUTION

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, President, CSU

PERCommittee 4-22-87

BOARD OF TRUSTEES 5-1-87

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).
SUOAF/AFSCME POSITIONS 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 Bergh, Dean, Personnel Administration
DATE PRESENTED TO CAMPUS SUOAF REPRESENTATIVE: 4/1/87
SUOAF/AFSCME CAMPUS REVIEW AND RECOMMENDATION BY: William O’Donnell
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 K. Tipton
DATE: April 1, 1987

DISPOSITION AT SUOAF LOCAL LEVEL:
( ) approve proposed rank and salary
( ) disapprove proposed rank and salary

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

DATE: 4/9/87

VICE PRESIDENT FOR PERSONNEL: David E. Tyler

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: 4/9/87

DATE OF BOARD APPROVAL: 4/9/87

DATE OF BOARD DISAPPROVAL: 4/9/87

OVER FOR APPLICABLE POSITION DESCRIPTION
SUPervisors: 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
Southern Connecticut State University

Director of Admissions,
Adm. VI

Assoc. Dir. of Admissions, Adm. IV

Asst. Dir. of Admissions, Adm. III

Asst. Dir. of Admissions, Adm. III

Asst. Dir. of Admissions, Adm. III

Staff Assistant
Senior Secretary
Clerk Typist (E)
Clerk