3359-25-07 Unclassified classification plan.

(A) The university of Akron shall establish, modify, or repeal, by rule, a job classification plan for all positions, offices, and employments in the unclassified civil service.

(B) The university of Akron shall assign a classification title to each classification within the unclassified classification plan.

(C) The university of Akron shall assign each classification to a pay range.

(D) The university of Akron shall assign a numbering system for the classification process.

(E) The following are the classifications that the university of Akron shall assign all positions within the unclassified service.

The University of Akron
Unclassified Staff Classifications (Series 20000)

2000 Finance / Accounting Division

2100 Accounting Group

Grade:	Job code:	Job title:	Flsa:
118	22102	Inventory Accountant	Exempt
120	22103	Internal Auditor	Exempt
120	22105	Accountant	Exempt
120	22106	Budget Analyst	Exempt
119	22107	Budget Administrator Sr	Exempt
122	22108	Mgr Payroll	Exempt
123	22109	University Internal Auditor	Exempt
123	22110	Assoc Controller	Exempt
126	22111	Assoc VP/Controller	
124	22114	Dir Off Res Anly & Budget	Exempt

121	22116	Budget Analyst Sr

2500 Dining Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
120	22502	Asst Dir Univ Dining Srvs	Exempt
124	22504	Dir Dinning Services & Admin	Exempt
119	22505	Mgr Crystal Room Oper	Exempt
119	22506	General Manager - Stores	Exempt
119	22507	General Manager - Retail	Exempt
120	22509	Executive Chef	Exempt
118	22510	Catering & Hotel Group Sales Coord	Exempt
122	22511	Assoc Dir Dining Srvs/Admin	Exempt

2700 Auxiliary Services Group

Grade:	Job code:

121	24118	Mgr Classification & Research	Exempt
119	24119	Classification & Research Analyst	Exempt
120	24120	HR Analyst	Exempt
120	24121	Mgr Human Resources	Exempt
121	24123	Tech Administrator-HR	Exempt
119	24124	Benefits Analyst	Exempt

4200 Affirmative Action Group

Grade:	Job code:	Job title:	Flsa:
122	24201	Assoc Dir EEO/AA	Exempt
124	24202	Dir Aff Action & Equal Employ Opp	Exempt

4300 Public Relations/Development Group

Grade:	Job code:	Job title:	Flsa:
119			

124 24314

122	24346	Dir Development – Major Gifts	Exempt
120	24348	Dir Alumni & Annual Fund Ext Progs	Exempt
126	24550	Assoc VP & Assoc Gen Counsel	Exempt
118	24351	Web & Comm Spec	Non-Exempt

4400 General Counsel Group

Grade:	Job code:	Job title:	Flsa:
124	24402	Assoc General Counsel	Exempt
122	24403	Asst To General Counsel	Exempt
123	24404	Asst General Counsel	Exempt
123	24405	Assoc Gen Couns & Rec Compl Off	Exempt

4500 Senior Administration Group

Grade:	Job code:	Job title:	Flsa:
126	24502	Assoc VP & Deputy Gen Counsel	Exempt
126	24504	Assoc VP Development	Exempt
126	24505	Assoc VP & Dean of Students	Exempt
126			

Grade:	Job code:	Job title:	Flsa:
121	25102	Mgr Construction	Exempt
121	25103	Mechanical Engineer	Exempt
121	25104	Electrical Engineer	Exempt
122	25105	Dir Camp Plng & Space Utl	Exempt
121	25106	Asst Dir Grounds & Campus Srvs	Exempt
121	25107	Assoc Dir Building Grounds & Special Services	Exempt
122	25108	Assoc Dir Maintenance & Operations	

121	26203	Lieutenant	Exempt
118	26204	Police Officer 1	Non-exempt
122	26205	Captain	Exempt

6300 Safety Group

Grade:	Job code:	Job title:	Flsa:
123	26301	Dir Envi Health& Occup Safety	Exempt
120	26303	Environmental Compl Officer	Exempt

7000 Student Services Division

7100 Student Services Administrative Group

Grade:	Job code:	Job title:	Flsa:
119	27101	Disability Spec & Srv Coord	Exempt
119	27102	Asst Dir Student Employment	Exempt
119	27103	Asst Dir Intl Progs Edu Abroad	Exempt
124	27105	Dir Office Of Accessibility	Exempt
121	27106	Assoc Dir Office Accessibility	Exempt
124	27107	Dir InternationalProg	Exempt
122	27108	Sr Assoc Dir Student Life	Exempt
119	27110	Immigration Programs Spec	Exempt
121	27112	Asst to VP Fiscal Operations Student Engagement & Success	Exempt
888	27113	Asst to VP Student Affairs	Exempt
118	27114	Student Services Specialist	Exempt
122	27115	Mgr Enrollment Services Systems	Exempt
888	27116	Asst Dean Student Success	Exempt
124	27117	Exec Asst to VP Student Affairs	Exempt

119 27118

119	27503	Asst Dir Commuter Central	Exempt
119	27504	Asst Dir Stu Judicial Affairs	Exempt
119	27505	Asst Dir Gameroom & Theatre	Exempt
121	27506	Assoc Dir Res Life-Activities	Exempt
121	27507	Assoc Dir Res Life & Housing	Exempt
119	27508	Asst Dir Greek Life	Exempt
121	27509	Sr Assoc Dir GSC Programs & Events	Exempt
124	27510	Dir GSC	Exempt
125	27511	Asst Dean Student Life	Exempt
124	27512	Dir Res Life & Housing	Exempt
124	27513	Dir Health Srvs	Exempt
119	27514	Coord Health Educ & Wellness	Exempt
120	27515		

119	27531	Mgr Outdoor Adventure	Exempt
119	27532	Mgr Intramurals	Exempt
119	27533	Mgr Wellness	Exempt
119	27534	Mgr Fitness & Wellness	Exempt
119	27535	Mgr Aquatic Operations	Exempt
119	27536	Mgr Membership	Exempt
121	27537	Mgr Information Systems	Exempt
119	27538	Mgr Maintenance	Exempt
118	27539	Coord Group Exercise & Incentive Progs	Exempt
119	27540	Asst Dir Res Life & Housing	Exempt
121	27541	Assoc Dir Student Union Operations	Exempt
888	27542	Dir Leadership, Development & Special Projects	Exempt
120	27543	Asst Dir Campus Programs	Exempt
119	27544	Asst Dir Co-Curricular Programs	Exempt
124	27545I	Interim Dir Stu Jud Affairs	Exempt
120	27546	Asst Dir Residence Life & Housing South Quad	Exempt
119	27549	Asst Dir Off Campus Student Services	Exempt
123	27550	Dir Off Campus Student Housing	Exempt
119	27551	Coord Civic Engagement	Exempt
119	27552	Coord Leadership Programs	Exempt
999	27553	Promotion Mgr-The Buchtelite	Non-Exempt
121	27555	Assoc Dir RLH-Housing Srvs	Exempt
122	27556	Dir The Akron Experience	Exempt
999	27557	Conduct Officer	Exempt

119	27558	Coord Stu Union Events & Sched	Exempt
120	27559	Asst Dir Stu Health Srvs	Exempt

7600 Admissions Group

Grade:	Job code:	Job title:	Flsa:
121	27602	Mgr Graduate Admissions	Exempt
118	27603	CP & Adult Srvs Spec-Wayne	Exempt
118	27604	Admissions Counselor	Exempt
119	27606	Asst Dir Adm For Events	Exempt
119			

119	27703	Asst Dir Career Services – CCM	Exempt
119	27704	Int'l Stu Adv Aca & Educ Abr	Exempt
119	27705	Academic Adviser – Athletes	Exempt
119	27706	Academic Adviser II	Exempt
121	27708	Asst Dir Academic Advisement	Exempt
121	27709	Assoc Dir Career Center	Exempt
121	27710	Psychologist	Exempt
121	27711	Asst Dir CT&C Ctr - Training	Exempt
122	27712	Assoc Dir CT&C Ctr - Training	Exempt
122	27713	Assoc Dir Testing	Exempt
123	27714	Sr Assoc Dir CT & C Center	Exempt
123	27715	Dir Academic Advisement	Exempt
125	27716	Dir CT& C Center	Exempt
122	27717	Dir Multicultural Development	Exempt
119	27718	Coord Residence Life	Exempt
122	27719	Assoc Athl Dir Student Athlete Academic Services	Exempt
119	27720	Acad Adviser - AAP	Exempt
119	27721	Acad Adv & Coord CP-Wayne	Exempt
120	27723	Coord Min Stu Adv Srvs/Acad Adv	Exempt
125	27724	Dir Career Center	Exempt
119	27725	Recruiter/Advisor - Nursing	Exempt
121	27726	Psychologist Resident	Exempt
119	27728	Asst Dir Employer Relation – CCM	Exempt
119	27731	Asst Dir Career Center	Exempt
119	27732	Asst Dir Career Employment–CCM	Exempt
120	27733	Assoc Dir Multicultural Development	Exempt
120	27734	Assoc Dir Multicultural Development	Exempt

		Prog	
120	27735	Dir Academic Support Services Athletics	Exempt
119	27736	Coord Academic Support Services Athletics	Exempt
120	27737	Counselor/ADA Representative	Exempt
119	27738	Academic Advisor & Special Events	Exempt
121	27739	Asst Dir Campus Outreach Academic Advisement	Exempt
119	27742	Academic Adviser AAP (hourly)	Exempt
121	27744	Sr Business Analyst	Exempt
118	27746	Coord Employer Relations	Exempt
120	27747	Sr Asst Dir Career Services	Exempt
122	27748	Assoc Dir Acad Advisement Ctr	Exempt

7800 Athletic Administrative Group

Grade:	Job code:	Job title:	Flsa:
118	27801	Dir InfoCision Stadium	Exempt
116	27802	Coord Video	Exempt
117	27803	Mgr Ticket Office	Exempt
118	27804	Dir Ticket Operations	Exempt
117	27805	Equipment Mgr	Exempt
118	27806	Asst Dir Athletics Media Rel	Exempt

122	27812	Assoc Athletics Dir External Relations	Exempt
122	27813	Assoc Athletics Dir Business	Exempt
123	27814	Sr Assoc Athletics Dir SWA	Exempt
114	27816	Asst Equipment Mgr	Exempt
121	27817	Asst Athletics Dir For Compliance	Exempt
119	27818	Mgr Athletics Facilities & Operations	Exempt
120	27819	Dir Athletics Field House & Building Services	Exempt
117	27820	Asst Dir Marketing &Promotions	Exempt
118	27821	Coord Athletics Field House Operations	Exempt
124	27823	Sr Assoc Athletic Dir External Relations	Exempt
120	27824	Dir Marketing & Promotions	Exempt
117	27825	Asst Dir Ticket Operations	Exempt
117	27826	Asst Dir Marketing Promotions & Fan Development	Exempt
119	27828	Asst Dir Sports Medicine	Exempt
118	27829	Asst Dir Academics	Exempt
120	27831	Dir Z-Fund	Exempt
120	27832	Dir Compliance	Exempt
119	27834	Athletics Business Manager	Exempt
122	27838	Assoc Athl Dir Development	Exempt

8000 Academic Services Division

8100 College/School Administrative Group

Grade:	Job code:	Job title:	Flsa:
118	28102	Asst To The Dean – WC	Exempt
119	28103	Dept Budget/Fiscal Administrator	Exempt

119	28104	Coord Continuing Education	Exempt
119	28105	Coord Career Plng & Mktg	Exempt
120	28107	Dir College Stu Affairs	Exempt
120	28108	Dir College Admin Srvs	Exempt
121	28109	Dir Engineering Comp & Network Srvs	Exempt
122	28110	Asst To Dean-College Of F&AA	Exempt
121	28111	Asst To Dir Inst Of Polymer Science	Exempt
122	28112	Asst Dean-Finance & Adm-Law	Exempt
122	28113	Assoc Dean External Programs-Law	

888	28134	Dir Medina County Univ Center	Exempt
119	28135	Coord Workforce Dev & Cont Educ	Exempt
120	28136	Asst Dir Development & Events	Exempt
121	28137	Dir Instruction & Program Development	Exempt
119	28138	Mgr Marketing & Communications Law	Exempt
122	28139	Assoc Dir Student Services MCUC	Exempt
120	28140	Mgr Workforce Development MCUC	Exempt
888	28141	Dir Outreach	Exempt
124	28142	Exec Dir Stu Engagement	Exempt
121	28144	Asst to Dean – Law School	Exempt
119	28145	Mgr Business Operations & Finance MCUC	Exempt
119	28146	Business Mgr Audiology & Speech Center	Exempt
122	28147	Asst to Dean – UL	Exempt
121	28148	Dir Communications OAA	Exempt
119	28150	Coord General Studies	Exempt
120	28152	Dir Stu & Admin Affairs	Exempt
121	28153	Coord Acad Affairs OAA	Exempt
121	28154	Dir of Fiscal Affairs A&S	Exempt
120	28155	Dir of Communications A&S	Exempt

8200 Childcare Group

Grade:	Job code:	Job title:	Flsa:
121	28210	Dir Ctr For Child Development	Exempt
118	28213	Head Teacher/Asst Dir Center for Child Development	Non-exempt

8500 College/School Technology Group

Grade:	Job code:	Job title:	Flsa:
120	28501	Manager Microscopy Lab	Exempt
118	28502	Laboratory Technologist	Non-exempt
118	28503	Supv Cartographic Laboratory	Exempt
118	28505	Laboratory Machinist	Exempt
118	28506	Engineering Technician	Non-exempt
119	28507	Mgr Biology Resource Ctr	Exempt
119	28508	Mgr GIS Lab	Exempt
119	28509	Engineering Technician Sr	Exempt
122	28510		

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120	28723	Asst to the Dean - Education	Exempt
122	28725	Dir Nurse Anesthesia Track	Exempt
122	28726	Dir Ctr For Organizational Development	Exempt
123	28727	Sr Dir Bus Oper & Fin - Wayne	Exempt
120	28730	Asst to Dir School of Art	Exempt
118	28731	Coord External Programs - PSAH	Exempt
118	28732	Law Stu Recruiter	Exempt
119	28733		

118	28755	Guidance Adviser – AAP	Exempt
122	28756	Asst to Assoc Provost Systems	Exempt
121	28757	Asst Dir Ctr Policy Studies	Exempt
122	28758	Dir Audiology & Speech Center	Exempt
119	28760	IHSP Administrator	Exempt
121	28762	Mgr Educational Engagement	Exempt
120	28763	Coord Writing Lab	Exempt
120	28764	Coord Tutorial Services	Exempt
888	28769	Asst Dir English Language Institute	Exempt
119	28770	Educational Specialist PT	Non-exempt
119	28772	Coord Educational Talent Search	Exempt
888	28773	Distance Education Coord-Nursing	Exempt
888	28774	Instructional Professional – ELI	Exempt
117	28775	Events Asst/Coord REU	Non-exempt
120	28778	Coord Summit College Tutorial Srv	Exempt
119	28779	Coord Stu Recruit & Retention	Exempt
121	28780	Dir Stu Leadership Initiatives	Exempt
999	28781	Office Asst/Tutor	Exempt
119	28782	Educational Specialist	Exempt

8800 Research Services Group

Grade:	Job code:	Job title:	Flsa:
120	28802	Mgr Data Collections	Exempt
118	28804	Institutional Research Analyst	Exempt
120	28805	Mgr Data Srvs	Exempt
120	28806	Asst Dir Research Development	Exempt

122	28807	Assoc Dir Res Srvs & Spon Prog	Exempt
125	28809	Dir Research & Sponsored Prog	Exempt
888	28810	Assoc VP Res & Dir Tech Trans	Exempt
888	28811	Assoc VP Research	Exempt

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999	29108	Exec Asst To The President	Exempt
999	29110	VP Information Technology	Exempt
999	29111	VP Board Operations	Exempt
999	29112	Sr Assoc VP Finance & Admin/CFO Designee	Exempt
999	29113	VP & Chief of Staff	Exempt
999	29114	Asst Special Projects	Exempt
999	29115	Sr Business Officer	Exempt
999	29116	Acting VP Fin & Admin/CFO	Exempt
999	29117		

999	29217	Head Baseball Coach	Exempt
999	29219	Head Football Coach	Exempt
999	29220	Head Golf Coach	Exempt
999	29221	Head Men’s Soccer Coach	Exempt
999	29222	Dir Speed/Strength & Conditioning	Exempt
999	29223	Head Volleyball Coach	Exempt
999	29224	Head Women’s Basketball Coach	Exempt
999	29225	Head Women’s Softball Coach	Exempt
999	29226	Head Women’s Swimming Coach	Exempt
999	29227	Head Women’s Tennis Coach	Exempt
999	29229	Asst Football Coach, Def Coord	Exempt
999	29231	Asst Volleyball Coach	Exempt
999	29232	Golf Coach	Exempt
999	29233	Head Softball Coach	Exempt
999	29234	Head Men’s Basketball Coach	Exempt
999	29235	Dance Team Coach	Exempt
999	29236	Asst Women's Soccer Coach	Exempt
999	29237	Asst Women's Swim Coach	Exempt
999	29238	Head Women's Soccer Coach	Exempt
999	29238I	Interim Head Women’s Soccer Coach	Exempt
999	29240	Men's Basketball Coach	Exempt
999	29241	Athletic Tutor	Exempt
999	29242	Athletics Learning Specialist	Exempt
999	29243	Asst Football Coach, Off Coord	Exempt
999	29244	Coord Football Operations	Exempt
999	29245	Athletics Video Operations Technician	Exempt
999	29246	Head Cheerleading Coach	Exempt
999	29247	Spirit Team Head Coach	Exempt

9500 Ungraded Research/Scientists/Fellows Group

Grade:	Job code:	Job title:	Flsa:
999	29504	Postdoctoral Fellow	Exempt
999	29505	Postdoctoral Research Assoc	Exempt
999	29506	Postdoctoral Research Fellow	Exempt
999	29507	Regional Coordinator-HSP	Exempt
999	29508	Research Asst	Non-exempt
999	29509	Research Assoc-HSP	Exempt
999	29510	Research Assoc	Exempt
999	29511	Research Asst-HSP	Non-exempt
999	29512	Research Scientist	Exempt
999	29513	Research Asst HSP	Exempt
999	29514	Research Fellow	Exempt
999	29515	Research Technician	Non-exempt
999	29516	Sr Research Assoc-HSP	Exempt
999	29517	Sr Research Assoc	Exempt
999	29518	Visiting Research Assoc	Exempt
999	29519	Visiting Research Scientist	Exempt
999	29520	Visiting Sch Td. Tdlar	

9600 Ungraded Special Events/Services Group

Grade:	Job code:	Job title:	Flsa:
999	29601	Accompanist	Non-exempt
999	29602	Announcer	Exempt
999	29603	Art Model	Non-exempt
999	29605	Consultant	Exempt
999	29607	Curator	Exempt
999	29608	Facilitator	Non-exempt
999	29609	Interpreter	Non-exempt
999	29610	Musician	Exempt
999	29611	Notetaker	Non-exempt
999	29612	Prod Asst	Non-exempt
999	29613	Prod Asst-Costume	Non-exempt
999	29614	Prod Asst-Technical	Non-exempt
999	29615	Asst to Costume Designer	Non-exempt
999	29616	Temporary Costumer	Exempt
999	29618	Office Aide	Non-exempt
999	29619	Test Proctor	Non-exempt
999	29622	Events Asst	Non-exempt
999	29623	Speaker	Exempt
999	29624	Nurse Practitioner-Nursing	Exempt
999	29625	Nurse Tutor	Non-Exempt
999	29626	Project/Grant Consultant	Exempt
999	29627	Transcriber	Non-exempt
999	29628	Project/Grant Consultant	Non-exempt
999	29629	Band Assistant	Exempt

999	29759	Ohio Program Aministrator	OLA Exempt
999	29761	Peer Mentor	Non-exempt
999	29762	Medical Director	Exempt
999	29763	Interim Dir ELI	Exempt

9800 Other Ungraded Exceptions Group

Grade:	Job code:	Job title:	Flsa:
999	29802	Adviser – Tel Buc	Exempt
999	29804	Archives Asst	Non-exempt
999	29805	Athletic Claims Coord	Exempt
999	29806	Coord (Admin)	Exempt
999	29807	Counselor	Exempt
999	29808	Lab Coord	Non-exempt
999	29810	Principal Investigator	Exempt
999	29811	Project Mgr	Exempt
999	29813	Rifle Coach	Exempt
999	29814	University Physician	Exempt
999	29816	Coord Hearing Aid Dispensary	Exempt
999	29819	Dir Tech Prep	Exempt
999	29821		

999	29833	Coord Training SBDC	Non-exempt
999	29834	Counselor Small Business	Exempt
999	29836	Dir Miller-Becker Institute	Exempt
999	29837	Asst to Dean	Exempt
999	29838	Communications Coord	Exempt
999	29840	Coord Service Learning	Exempt
999	29841	Student Teaching Liaison	Non-exempt
999	29842	Clinical Audiologist	Non-exempt
999	29844	Coord Distance Learning	Exempt
999	29845	Dir Advising	Exempt
999	29846	Coord American Sign Language	Exempt
999	29847	Visiting Artist	Exempt
999	29849	University Relations Coordinator	Exempt
999	29850	Project Manager College Tech Prep	Non-exempt
999	29851	Executive in Residence	Exempt
999	29852	Asst to the Dean Student Life	Exempt
999	29853	Adjunct Physician	Non-exempt
999	29854	Coord Outreach	Non-exempt
999	29856	Patrol Officer	Non-exempt
999	29858	Instructional Director PSPE	Exempt
999	29859	Content Developer	Exempt
999	29860	Program Consultant	Exempt
999	29861	Program Director	Exempt
120	29862	Dir CE CLE & Spec Proj Extl Prog	Exempt
999	29863	Program Director	Exempt
999	29864	Asst to the Instructional Director	Exempt
118	29866	Coord Disability Services	Non-exempt

223	T23402	Asst Dir Enter Hardware Oper	Exempt
221	T23411	Mgr Software Training Srvs	Exempt
220	T23412	BI Tool Trainer	Exempt
220	T23413	Administrative Systems Trainer	Exempt
219	T23414	Tech Support & Off Sys Trainer	Exempt
220	T23415	Courseware Trainer	Exempt
220	T23416	Research Applications Trainer	Exempt
221	T23417	Coord UA Computer Lab Srvs	Exempt
220	T23418	Learning Technology Specialist	Exempt
220	T23419	Mgr Tech Learning Support Ctr	Exempt
222	T23421	Mgr Learning Technologies Support	Exempt
220	T23422	Software Training Specialist	Exempt
222	T23423	Mgr Learning Technologies Development	Exempt
888	T23424	PeopleSoft Campus Community & Document Imaging Coord	Exempt
224	T23426	Dir Enterprise Data Center	Exempt
222	T23428	Project Dir Online Learning	Exempt

3800 Media Services Group

Grade:	Job code:	Job title:	Flsa:
219	T23806	Multi-Media Producer	Exempt
223	T23808	Mgr AV & Distance Learning Srvcs	Exempt
221	T23811	Sr Multi-Media Producer	Exempt
222	T23812	Mgr Multi-Med Learn Tech	Exempt
222	T23813	Proj Mgr Design Srvs	Exempt
221	T23814	Coord Of Distance Education	Exempt
222	T23815	Mgr Distributed Educ Fac	Exempt
222	T23816	Sr Instructional Designer	Exempt

3900 Inst Planning, Anly, Reporting & Data

Grade:	Job code:	Job title:	Flsa:
223	T23904	Assoc Dir Inst Assessment	Exempt
221	T23905		

02/06/06, 4/27/06, 7/2/06, 9/7/06, 10/13/06, 11/1/06, 11/27/06, 12/29/06, 2/19/07, 4/1/07, 5/6/07, 7/6/07, 9/3/07, 9/21/07, 11/8/07, 12/31/07, 2//11/08, 4/17/08, 5/5/08, 6/13/08, 7/6/08, 8/24/08, 10/3/08, 11/2/08, 1/19/09, 2/27/09, 4/27/09, 5/30/09, 8/1/09; 8/30/09, 10/2/09, 11/13/09, 12/31/09, 4/8/10, 5/2/10, 5/23/10, 7/8/10, 9/12/10, 10/22/10, 1/1/11, 4/11/11, 5/22/11, 6/30/11, 8/20/11, 10/6/11, 11/12/11, 1/30/12, 2/10/12, 5/18/12, 6/28/12, 8/24/12, 10/1/12