

**STATE UNIVERSITIES CIVIL SERVICE SYSTEM**

*Sunnycrest Center  
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Urbana, Illinois 61802-6099*

**Bruce Friefeld**  
*Merit Board Chair*  
**Lewis T. (Tom) Morelock**  
*Executive Director*

TO: Designated Employer Representatives, Personnel/Human Resource Directors,  
Testing and Classification Personnel

FROM: Cheryl K. Brown  
Classification, Compensation, and Examination Division

SUBJECT: Classification/Examination Review Second Meeting for the Research  
Technologist Series (CCE-04-265)

DATE: June 16, 2004

A Classification/Examination Review telephone conference is scheduled at the System Office for Tuesday, June 29, 2004, 10:00 - noon, to review the draft of the revised Class Specification and Credentials Review for the Research Technologist series.

Individuals knowledgeable of the duties and responsibilities of employees in these classifications, supervisors of employees in these classifications, union representatives, and a representative from the Personnel/Human Resource Office are encouraged to participate. A draft of the class specification is located on our website at [www.sucss.state.il.us](http://www.sucss.state.il.us) under Classification Status Notices. Contact me at (217) 278-3150 or [cherylb@sucss.state.il.us](mailto:cherylb@sucss.state.il.us) if you plan to participate, or complete the bottom of this letter and return it to us no later than Friday, June 25, 2004. We look forward to your participation at this meeting.

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Please list names, titles, University/Agency, and e-mail addresses of individuals who plan to participate in the Classification/Examination Review Meeting on **Tuesday, June 29, 2004**, for the Research Technologist Series.

<u>Name</u>	<u>Title</u>	<u>University/Agency</u>	<u>E-mail Address</u>
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