

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

*Sunnycrest Center
1717 Philo Road, Suite 24
Urbana, Illinois 61802-6099*



John Brewster
Merit Board Chair
Lewis T. (Tom) Morelock
Executive Director

TO: Designated Employer Representatives/Human Resource Directors
Chair, State Universities Civil Service Advisory Committee

FROM: Dennis N. Smith
Deputy Director

DATE: May 1, 2003

RE: *Revision #23 to the Procedures Manuals*

Enclosed are corrected pages to the *Classification, Employment and Separation, and Examination Procedures Manuals*. We have corrected our address, rule references, and executive director information.

Please feel free to make as many copies of these revisions as may be required to update all copies of your procedure manuals. If you have any questions, please call our office.

SECTION – CLASSIFICATION

REMOVE

Example 4.4a Page 1 of 1

INSERT

Example 4.4a Page 1 of 1

SECTION – EMPLOYMENT AND SEPARATION

REMOVE

Example 1.4c Page 1 of 1
Example 2.4a Page 1 of 1
Example 4.9a Page 1 of 1
Example 5.1a Page 1 of 1
Example 5.3a Page 1 of 1
Example 5.4b³ Pages 1-4 of 4
Example 5.6a Page 1 of 1
Example 5.8a Page 1 of 1

INSERT

Example 1.4c Page 1 of 1
Example 2.4a Page 1 of 1
Example 4.9a Page 1 of 1
Example 5.1a Page 1 of 1
Example 5.3a Page 1 of 1
Example 5.3b Pages 1-4 of 4
Example 5.6a Page 1 of 1
Example 5.8a Page 1 of 1

SECTION – EXAMINATION

REMOVE

INSERT

Example 1.4a	Page 1 of 1	Example 1.4a	Page 1 of 1
Example 2.2a	Page 1 of 1	Example 2.2a	Page 1 of 1
Example 2.2b	Page 1 of 1	Example 2.2b	Page 1 of 1
Example 9.1a	Page 1 of 1	Example 9.1a	Page 1 of 1
Example 9.1b	Page 1 of 1	Example 9.1b	Page 1 of 1
Example 15.1a	Page 1 of 1	Example 15.1a	Page 1 of 1

Encs.