

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM


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Marc Strauss  
Merit Board Chair  
Lewis T. (Tom) Morelock  
Executive Director

## Email Notification Only

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

FROM: Lewis T. (Tom) Morelock   
Executive Director

DATE: June 1, 2009

RE: **Revision #34 to the Procedures Manuals**

On May 20, 2009, the Merit Board approved the new Exemption Procedures Manual. The old *Principal Administrative Appointment Procedures Manual* has been deleted and replaced with the **Exemption Procedures Manual**.

Also, section 1 of the Classification Plan Memorandum Manual has been completely revised. This revision will update and clarify the current protocols utilized in the classification plan management process.

These changes can be found at our website. If you have any questions, please call our office.

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