

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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

To: Designated Employer Representatives/Human Resources Directors
Classification Personnel
Testing Personnel

From: Gail E. Hankins, Human Resource Associate
Operations Division

Re: Status Notice for the Interpreters for the Deaf and Hard of Hearing Series
CCE-09-389

Date: February 23, 2009

The State Universities Civil Service System continues to routinely revise and modify the classification plan in accordance with the classification plan management process. The overall objective is to provide an efficient and effective classification and examination system that meets the business requirements of each employer. The following modifications are therefore incorporated into the State Universities Civil Service System classification plan. The following modifications are therefore incorporated into the State Universities Civil Service System classification plan.

Classes currently used by: UI-UC, UI-C, UI-CH, SIU-C, NIU, ISU

<u>Current Classes</u>	<u>Action Proposed</u>	<u>New Classes</u>	<u>Class Codes</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
Interpreter for the Deaf and Hard of Hearing	REVISE	Interpreter for the Deaf and Hard of Hearing	2190	98	Semi-Professional/ 02	Instructional Services 048	April 16, 2009
Senior Interpreter for the Deaf and Hard of Hearing	REVISE	Senior Interpreter for the Deaf and Hard of Hearing	2191	98	Semi-Professional/ 02	Instructional Services 048	April 16, 2009

Class Specification and Examination Components/Instruments

The new class specifications and-Credentials Assessments (100%) for the listed classifications will be effective April 16, 2009. For details on class specification and other information i.e. occupational area, work area, promotional line, etc., visit the class specification link at our website at www.sucss.state.il.us.

Examination Directives

The registers for the Interpreters for the Deaf and Hard of Hearing Series will be voided at the close of business on April 15, 2009 by the System Office. All testing materials related to these titles will be voided. ***Please note that current employment registers must be used and maintained through April 15, 2009.***

Examination Availability

The new examining instruments (100% Credentials Assessments, Employment Guidelines) for the Interpreters for the Deaf and Hard of Hearing Series will be available through E-Test on April 16, 2009. Each Employer will be able to access and utilize the new examining instruments in order to begin reconstruction of the employment registers for this important occupational area. ***Please note that any register, based on these new examination instruments, may only be used beginning April 16, 2009.***

Pay Rate/Ranges

Where necessary, employers should make adjustments to or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity of each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations should be reviewed and established based on the final classification assignment.

If you have any questions or need additional information, please contact Gail Hankins at 217-278-3150 Ext 232 or gailh@sucss.state.il.us.