

**STATE UNIVERSITIES CIVIL SERVICE SYSTEM**

*Sunnycrest Center  
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**Joanne Maitland**  
*Merit Board Chair  
Lewis T. (Tom) Morelock  
Executive Director*

**TO:** Designated Employer Representatives/Human Resources Directors  
Classification Personnel  
Testing Personnel

**FROM:** Torre L. Walls  
Operations Division

**SUBJECT:** Final Status Notice for the Crops Testing Series  
CCE-11-94

**DATE:** October 15, 2010

The State Universities Civil Service System continues to routinely revise and modify the classification plan. 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.

Classes currently used by: UIUC, SIUC

<u>Current Classes</u>	<u>Action Proposed</u>	<u>Revised/New Classes</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change-in-Title Policy</u>	<u>Effective Date</u>
3898 Crops Testing Technician	REVISE	N/A	258	07/ Agricultural	007/ Agricultural Services	N/A	11/01/10
4653 Crops Testing Specialist/Agronomist	CIT/ REVISE	4653 Crops Testing Specialist	258	01/ Professional	007/ Agricultural Services	1	11/01/10

Change-In-Title Policy requirements reflect revised procedures issued 12/23/03. Change-In-Title actions listed above are recommended with positions assigned to the appropriate new/revised classification based on a thorough review of job duties and responsibilities.

Voiding/Deleting Registers

The registers for the Crops Testing Series should be voided at the close of business on October 29, 2010. All testing materials related to these titles should be destroyed.

Class Specification and Examination Components/Instruments

The new class specifications and examining instruments for the Crops Testing series Credentials Assessment and Knowledge Test will be effective (available per E-Test) November 1, 2010. 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](http://www.sucss.state.il.us).

#### 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 Torre Walls at (217) 278-3150 Ext. 230 or at [torrew@sucss.state.il.us](mailto:torrew@sucss.state.il.us).