

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



**James D. Montgomery**  
*Merit Board Vice Chair*  
**Lewis T. (Tom) Morelock**  
*Executive Director*

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

FROM: Gail E. Hankins  
 Operations Division

SUBJECT: Status Notice for the change in Probationary Period for Police/Public Safety  
 Telecommunicator and Police Telecommunicator Supervisor  
 CCE-14-003

DATE: December 10, 2013

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of the following classification:

Police/Public Safety Telecommunicator  
 Police Telecommunicator Supervisor

This classification may be used by UIUC, UIC, UIS, GSU, CSU, NEIU, WIU, NIU, ISU, SIUE, SIUC.

The following addition shall become effective as indicated below:

<u>Classes</u>	<u>Action Proposed</u>	<u>Class Code</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change -in-Title Policy</u>	<u>Effective Date</u>
Police Telecommunicator/ Public Safety Telecommunicator	<b>*Change to probationary period from 6 months to 12 months</b>	1164	364	04 – Clerical	069/ Safety and Security Services	N/A	<b>*1/15/14</b>
Police Telecommunicator Supervisor	<b>*Change to probationary period from 6 months to 12 months</b>	1165	364	03 – Managerial	069/ Safety and Security Services	N/A	<b>*1/15/14</b>

Class Specification and Examination Components/Instruments

The new probationary period for the listed classifications will be effective January 15, 2014. There will be no changes to the content of the class specification or the examinations for Police Telecommunicator/Public Safety Telecommunicator and Police Telecommunicator Supervisor at this time. 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.illinois.gov](http://www.sucss.illinois.gov).

Directives

If an employment transaction is in progress and will be completed prior to the effective date, please contact the University System Office for additional information. Please note that current employment registers must be used and maintained.

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 at [gailh@succs.illinois.gov](mailto:gailh@succs.illinois.gov).