

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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

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

FROM: Lucinda M. Neitzel 
Assistant Director, Operations and Audit Division

SUBJECT: Proposal Notice for the Computer Programmer Series

DATE: February 16, 2015

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 being proposed for deletion from the State Universities Civil Service System classification plan.

<u>Current Classes</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
3140 Computer Programmer I	DELETE (discontinuation)	187	04/Clerical	735	4/1/15
3141 Computer Programmer II	DELETE (discontinuation)	187	02/Semi- Professional	735	4/1/15
3142 Computer Programmer III	DELETE (discontinuation)	187	02/Semi- Professional	735	4/1/15
3143 Computer Programmer IV	DELETE (discontinuation)	187	02/Semi- Professional	735	4/1/15

Change-In-Title Procedures

Based on a review of the position description, employers may choose to appoint any employee currently serving in any of these classifications to another active similar classification, such as the IT Technical Associate or IT Support Associate, in accordance with Section 3.2 of the Classification Procedures Manual with respect to ***Change-In-Title Policy #1***. In this instance, examination or certification from the employment register is not required.

Alternatively, employers may also choose to leave any incumbent in any of these discontinued classifications until their position is vacated. If the Employer chooses to utilize ***CIT Policy #1***, they are asked to submit the name, current classification, position number, position description, and proposed new classification to the System Office no later than **March 13, 2015**.

Class Specification and Examination Components/Instruments

For classification/examination details and other information visit the class specification link at our website at www.sucss.illinois.gov.

Human Resources Records / Seniority

Appropriate updates should be completed in each file for any employee who has previously held a position in an eliminated classification. In this respect, individual seniority calculations should be carefully reviewed during this proposal notice period.

If you have any questions or need additional information, or would like to provide feedback or concerns regarding this change, please contact me at (217) 278-3150 Ext. 236 or at cindyn@sucss.illinois.gov.