


STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



*James D. Montgomery
Merit Board Chair
Bruce John Finne
Interim Executive Director*

TO: Designated Employer Representatives/Human Resources Directors
Classification Personnel and Examination Personnel

FROM: Jeff Brownfield 
Assistant Director, Classification, Examination and Compensation

SUBJECT: Accountant Series Meeting Notice

DATE: July 14, 2015

Consistent with our transition to electronic testing options, the State Universities Civil Service System (System Office) is proposing the revision to the classification plan. This letter is to notify you of a meeting to review the Class Specification and to discuss the examination instrument for this classification series.

Current Class

Accountant I
Accountant II
Accountant III
Assistant Chief Accountant
Chief Accountant

Proposed Classes

Accountant I
Accountant II
Accountant III
Assistant Chief Accountant
Chief Accountant

This proposal will be formally reviewed at a meeting to be conducted on July 22, 2015 at 3:00 p.m. You are invited to attend the meeting at the System Office or by Videoconference. We ask that each employer with the potential to utilize these classifications to please participate in this process. If you plan to participate via Videoconference, the necessary examination materials will be sent prior to the meeting. Please provide your IP address if you wish to participate in this fashion.

The designated goal for this meeting is to simply restructure the current examination. This will include allowing for 70 entrance points for each level. Also, based on a statistical review of the questions, we will propose to simply eliminate the poorer performing questions.

Future consideration will be given to a complete remodeling of the classification structure and examination. However, at this point the above listed simple changes/updates should allow for a more conducive testing process and scoring process.

Please contact Jeff Brownfield at (217) 278-3150, Ext. 239 or at jeffb@sucss.illinois.gov if you need any additional information or clarification.

Classification/Examination Review: Accountant Series

Meeting Date: July 22, 2015 at 3:00 p.m.

University/Agency: _____

Please respond by July 20, 2015 if your university/agency plans to participate in the Class Specification and Examination Review Meeting.

***Please indicate which method of participation you will utilize below.
(Videoconference or Physically Attending)***

If you plan to utilize videoconference for your participation, please indicate your IP address:

Name	Position	Department	E-mail Address	Method of Participation