

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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James D. Montgomery
Merit Board Chair
Jeff Brownfield
Executive Director

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

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

SUBJECT: Police Occupational Area Final Status Notice

DATE: July 1, 2016

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of revisions to the **occupational area code only** for the following classification(s):

Police Officer
Police Corporal
Police Sergeant

Classes are currently used by: UIUC, UIC, UIS, SIUC, SIUE, SIUSOM, EIU, NIU, WIU, NEIU, CSU, GSU, and ISU.

<u>Current Class</u>	<u>Action Proposed</u>	<u>Revised/ New Class</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Class Spec Effective Date</u>	<u>Exam Effective Date</u>
3086 Police Officer	REVISE EXAM ONLY	3086 Police Officer	144	01/ Professional	069/ Safety and Security Services	06/01/10	12/15/15
2787 Police Corporal	REINSTATE CLASSIFICATION /REVISE EXAM ONLY	2787 Police Corporal	144	01/ Professional	069/ Safety and Security Services	06/01/10	01/01/16
3081 Police Sergeant	NO CHANGE	3081 Police Sergeant	144	01/ Professional	069/ Safety and Security Services	06/01/10	04/15/15

3076 Police Lieutenant	NO CHANGE	3076 Police Lieutenant	144	03/ Managerial	069/ Safety and Security Services	08/15/13	04/15/15
3068 Police Captain	NO CHANGE	3068 Police Captain	144	03/ Managerial	069/ Safety and Security Services	06/01/10	08/04/08
2788 Police Major/Deputy Chief	NO CHANGE	2788 Police Major/Deputy Chief	144	03/ Managerial	069/ Safety and Security Services	06/01/10	08/04/08

Voiding/Deleting Registers

The employment registers for the Police Officer should be voided at the close of business on Monday, December 14, 2015. All testing materials related to this title should be destroyed. The classification of the Police Corporal was discontinued effective July 15, 2015. The employment registers for the Police Corporal were to be voided at the close of business on Tuesday, July 14, 2015 and all testing materials related to this title were to be destroyed, at that time. Please assure that all materials were destroyed and your campus should process exam requests accordingly to the new testing standards.

Class Specification and Examination Components/Instruments

The revised examining instruments for the Police Officer classification (Physical Fitness Test, Knowledge Test, Integrity Test, and Structured Oral Board) will be effective (available per E-Test) Tuesday, December 15, 2015. The revised examining instruments for the Police Corporal classification (Knowledge Test and Oral Board will be effective (available per E-Test) Friday, January 1, 2016. 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 .

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 Cindy Neitzel at (217) 278-3150 Ext. 236 or at cindyn@sucss.illinois.gov.