

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



**Lyneir R. Cole
Merit Board Chair
Jeff Brownfield
Executive Director**

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

FROM: Omeka Brown *OB*
Human Resource Assistant, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Athletic Communication Director Series

DATE: September 27, 2017

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 following classification(s):

Athletic Communication Director Series

Class is currently used by: UIC, SIUE

<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>Exam Components</u>	<u>Effective Date</u>
1047 Assistant Sports Information Director	REVISE/ CIT	1047 Assistant Athletic Communication Director	290	01/ Professional	215/ Public Relations	CA	11/1/17
2495 Sports Information Director	REVISE/ CIT	2495 Athletic Communication Director	290	01/ Professional	215/ Public Relations	CA	11/1/17

Voiding/Deleting Registers

The employment registers for the Assistant Sports Information Director and Sports Information Director should be voided at the close of business on Tuesday, October 31, 2017. All testing materials related to this title should be destroyed.

Class Specification and Examination Components/Instruments

The revised class specification and examining instruments for the Athletic Communication Director Series (Credential Assessment) will be effective (available per E-Test) November 1, 2017. 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 Omeka Brown at (217) 278-3150 Ext. 0 or at omekab@sucss.illinois.gov.