

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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Jill Smart  
Merit Board Chair  
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TO: Designated Employer Representatives/Human Resources Directors  
Classification Personnel  
Testing Personnel

FROM: Danielle Routh *DR*  
Manager, Classification, Examination and Compensation

SUBJECT: Final Status Notice for the Architect Series

DATE: November 12, 2019

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):

Architect I  
Architect II  
Architect III

The following classification revisions as described in this memorandum are effective as indicated below:

	<u>Action Taken</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
0140 Architect I	Discontinuation of Classification	240	01/ Professional	010/ Architectural Services	10/01/19
0141 Architect II	Discontinuation of Classification	240	01/ Professional	010/ Architectural Services	10/01/19
0142 Architect III	Discontinuation of Classification	240	01/ Professional	010/ Architectural Services	10/01/19

Impact of This Change

No new employees may be hired in this classification series after the effective date listed in the chart above.

Current employees must be allowed to remain in their current classification. If they accept another position that is designated as exempt under 36e(3) of the Act, they must be provided with information that explains that the acceptance of an exempted position will result in the loss of all civil service rights.

As with past practice, we will be discontinuing this classification series, and ending support of the Architect I, II and III classifications as of the effective date noted in the chart above. We believe that these changes will be beneficial in addressing the recruitment, employment and retention concerns surrounding highly skilled staff and the constantly evolving operational needs.

Employment and Retention of Incumbents

New positions/vacancies that have traditionally been classified as an Architect I, II or III must be employed through other appropriate titles and position designations including designating the positions as exempt under 36(e)(3) of the Act..

Voiding/Deleting Registers

The employment registers for the Architect I, II and III should be voided at the close of business on **September 30, 2019** and there should be no additional examinations provided for this series. All testing materials related to this title should be destroyed. The DERS shall communicate this action in writing to each candidate on the employment registers and other applicants who apply for an Original Entry or Promotional examination.

Seniority

Seniority should remain intact for all incumbents. All seniority calculations should periodically be reviewed and established in accordance with regulatory guidelines and procedural protocols.

If you have any questions or need additional information, please contact Danielle Routh at (217) 278-3150 Ext. 236 or at [danieller@sucss.illinois.gov](mailto:danieller@sucss.illinois.gov).