


# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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*Julie Annette Jones  
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TO: Designated Employer Representatives, Human Resources Directors  
Classification Personnel and Testing Personnel

FROM: Danielle Routh   
Human Resource Manager, Classification, Examination and Compensation

SUBJECT: Proposal Notice for the Special Education Teacher Assistant (Physically Disabled, Visually Impaired, and Hearing Impaired)

DATE: August 17, 2021

The State Universities Civil Service System (The University System Office) is proposing revisions to the Special Education Teacher (Physically Disabled) Assistant, the Special Education Teacher (Visually Impaired) Assistant, and the Special Education Teacher (Hearing Impaired) Assistant that was previously proposed. We believe that this proposal will be beneficial in addressing the recruitment, employment, and retention concerns surrounding the staff within this constantly evolving business operation.

Our overall objective is to combine the aforementioned classes into one classification that provides an efficient and effective classification system that meets the needs of each employer.

As outlined below, the current classification specifications will transition to those being proposed:

## Current Classification(s)

Special Education Teacher (Physically Disabled) Assistant  
Special Education Teacher (Visually Impaired) Assistant  
Special Education Teacher (Hearing Impaired) Assistant

## Proposed/New Classification

Special Education Teacher Assistant

This classification proposal will be reviewed during individually scheduled meetings or conference calls conducted by the University System Office staff. Examination format and effective dates will also be reviewed during these meetings. To allow ample time for all parties to provide initial comments and feedback regarding this proposal, the dates and times for these meetings have yet to be determined. You will be notified by this office through a Meeting Notice once they have been scheduled.

Thank you in advance for your cooperation and feedback. If you have any questions or need additional information, please contact Danielle Routh at [danieller@sucss.illinois.gov](mailto:danieller@sucss.illinois.gov).