

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



Julie Annette Jones
Merit Board Chair
Gail Schiesser
Executive Director

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

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

DATE: April 6, 2022

RE: Proposal Notice for Deletion for Classifications

The State Universities Civil Service System reviews all approved Civil Service classifications to update our classification structure completely. We hope to reduce the overall number of classifications used by participating universities and agencies by deleting unused classifications and combining similar classifications. Our objective is to establish a routine of simultaneous classification reviews and examination updates.

Based on a complete analysis of the Salary Survey, the following classifications have not been currently in use by any university or agency for many years. Before deleting these classifications, we request that each university and agency review its records to ensure the accuracy of this information.

<u>Class/Class Series</u>	<u>Class Code</u>	<u>Action</u>	<u>Occupational Area</u>	<u>Work Area</u>	<u>Effective Date</u>
Aircraft Maintenance Manager	4673	DELETE	03/ Managerial	004/ Aeronautical Services	May 15, 2022
Associate Director of Auxiliary Enterprises	1071	DELETE	03/ Managerial	355/ Managerial	May 15, 2022
Building Inspector	2160	DELETE	15/ Semi-Skilled Trades	170/ Construction, Maintenance, and Repair	May 15, 2022
Campus Planner I Campus Planner II	0146 0147	DELETE	01/ Professional	010/ Architectural Services	May 15, 2022
Commercial Artist I Commercial Artist II	0159 0160	DELETE	02/ Semi-Professional	660/ Graphic Arts	May 15, 2022
Compliance Officer	2766	DELETE	03/ Managerial	630/ Campus	May 15, 2022

Continuing Professional Education Meeting Planner	3052	DELETE	02/ Semi-Professional	078/ Student Activity and Program Services	May 15, 2022
Director of Student Publications	1144	DELETE	03/ Managerial	213/Editorial	May 15, 2022
DSCC Area Program Services Administrator	4696	DELETE	03/ Managerial	441/ Managerial	May 15, 2022
Electron Microscope Technologist I	4087	DELETE	02/ Semi-Professional	501/ Mechanical	May 15, 2022
Electron Microscope Technologist II	4088				
Electron Microscope Technologist III	4089				
Electron Microscope Technologist IV	4563				
Linen Maid	2299	DELETE	09/ Domestic Services	026/ Custodial Services	May 15, 2022
Ophthalmic Photographer I	3041	DELETE	02/ Semi-Professional	445/ Subsidiary	May 15, 2022
Ophthalmic Photographer II	3042				
Ophthalmic Photographer III	3043				
Principal Ophthalmic Photographer	3044				
Scientific Photographer I	3045	DELETE	02/ Semi-Professional	445/ Subsidiary	May 15, 2022
Scientific Photographer II	3046				
Scientific Photographer III	3047				
Principal Scientific Photographer	3048				

Superintendent of Utilities	3435	DELETE	03/ Managerial	041/ Heat, Light, and Power Services	May 15, 2022
Tennis Pro-Shop Assistant	0335	DELETE	14/ Skilled Trade	078/ Student Activity and Program Services	May 15, 2022
Tennis Pro-Shop Manager	2453		03/Managerial		

If you have an incumbent in any of these classifications, inform our office immediately. You are invited to provide comments and suggestions related to the deletion of the following classifications.

If you have any questions or need additional information, or would like to provide feedback or concerns regarding this change, please contact me at danieller@sucss.illinois.gov.