

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, Classification, and Examination Personnel

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

SUBJECT: Final Status Notice - Classification Revisions

DATE: November 30, 2022

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide notification and the effective date for the following classifications:

<u>Class Title</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Change-in-Title Policy</u>	<u>Exam. Comp.</u>	<u>Effective Date</u>
Speech Pathologist 3032	REVISE	130	01/Professional	444/Rehabilitation and Therapeutic	1	CA	12/01/2022
Animal Care Coordinator 3710	REVISE	30	03/Managerial	445/Subsidiary	1	CA	12/01/2022
Coordinator of Residence Hall Attendant Program 3806	REVISE	207	13/Protective Services	069/Safety & Security Services	1	CA	12/01/2022
Supervisor of Residence Hall Attendants 3807	REVISE	207	13/Protective Services	069/Safety & Security Services	1	CA	12/01/2022
Animal Care Specialist 0680	REVISE	30	14/Skilled Trades	445/Subsidiary	1	CA	12/01/2022
Assembly Hall Stagehand 3298	REVISE	60	14/Skilled Trades	023/Crafts and Trades Services	1	CA	12/01/2022
Athletic Facilities Attendant 0501	REVISE	58	15/Semi-Skilled Trades	026/Custodial Services	1	CA	12/01/2022
Automotive Technician Assistant 2046	REVISE	19	15/Semi-Skilled Trades	013/Automotive Services	1	CA	12/01/2022

*Change-in-Title policy requirements reflect revised procedures issued 11/14/07. Change-in-Title actions listed above are strongly recommended, with positions assigned to the appropriate new/revised classifications based on a thorough review of job duties and assignments.

Voiding/Deleting Registers

The employment registers for the above classifications shall be voided at the close of business on **Wednesday, November 30, 2022**.

Reemployment Registers

Upon utilization of CIT Policy #1, individuals on the Reemployment Register are entitled to remain on the Reemployment Register for the classification designated to replace the previous classification or a classification reasonably equivalent to the previous classification specification and examination. Reemployment Registers shall not be voided.

Classification and Examination Components/Instruments

The class specification and examination instruments for the above classifications will be effective (available per E-Test) on **December 1, 2022**. For details on class specifications and other information, i.e., occupational line, work area, promotional line, etc., visit the class specification link at our website at www.sucss.illinois.gov.

Pay Rate/Ranges

Employers shall adjust or establish new pay rates/ranges to accompany the above changes. In some instances, establishing a wide pay range will optimize the opportunity for each employer to properly reflect their individual compensation programs for these operations and positions.

Seniority

Seniority calculations shall be reviewed and established based on the final classification assignment.

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