

# STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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**Julie Annette Jones**  
*Merit Board Chair*  
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*Executive Director*

TO: Designated Employer Representatives, Classification and Testing Personnel

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

SUBJECT: Preliminary Status Notice for the Information Technology Support Associate, Information Technology Technical Associate, and Information Technology Manager/Administrative Coordinator

DATE: December 19, 2022

The State Universities Civil Service System (University System) is revising the Information Technology Support Associate, Information Technology Technical Associate, and Information Technology Manager/Administrative Coordinator classifications. During the next few months, the classification series listed below will be consolidated into the IT Custom Classifications.

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 provide an efficient and effective classification system that meets the needs of each employer.

As outlined below, the current classification specifications and examinations will be revised. The same class titles and codes will be maintained.

#### Current Custom Classifications

IT Support Associate  
IT Technical Associate  
IT Manager/Administrative Coordinator

#### Proposed/New Custom Classifications

IT Support Associate  
IT Technical Associate  
IT Manager/Administrative Coordinator

The classifications series listed below will be reviewed during individually scheduled meetings 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. This office will notify you through a Meeting Notice once they have been scheduled; the proposed dates are mid/late January.

#### Classification to be Consolidated:

**Web Specialist Series, Network Engineer Series, Local Area Network (LAN) Support Series, Microcomputer Support Series, Communications Network Specialist Series, Communications Services Specialist Series, Communication Technician Series, Systems Administrator Series, System Programmer Series, Electronics Technician Series, and the Applications Programmer Series.**

Thank you in advance for your cooperation and feedback. If you have any questions or need additional information, please contact Danielle Routh at (217)278-3150 or [danieller@sucss.illinois.gov](mailto:danieller@sucss.illinois.gov).