

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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*John Butler
Merit Board Chair
Gail Schiesser
Executive Director*

TO: Designated Employer Representatives, Classification and Examination Personnel

FROM: Gail Schiesser, Executive Director

SUBJECT: **Preliminary Status: Deletion of Computer Laboratory Coordinator Classification (Class Code 4813)**

DATE: July 31, 2026

- A. Purpose: The State Universities Civil Service System (University System) continues to revise and modify its classification plan. The overall objective is to provide an effective classification and examination system that meets the business requirements of the University System. Class plan maintenance includes deleting unused classifications and combining similar classifications.
- B. Action Proposed: The following classification is proposed for deletion from the State Universities Civil Service System Classification Plan, effective **Monday, September 14, 2026:**
Computer Laboratory Coordinator Classification (Class Code 4813)
- C. Background: A historical review of this classification's headcount and number of exams given shows it has not been used by any System employer for a significant period of time.
- D. Actions Required by Employers:
1. Before this classification is deleted, we request that each employer review its records to ensure the accuracy of this information. Please inform our office immediately if you have an incumbent in this classification.
 2. You may provide comments and suggestions regarding the deletion of this classification.
 3. Please submit feedback by **Friday, August 28, 2026**. Responses should be directed to cecdivision@sucss.illinois.gov.

If you have any questions or need additional information, please contact us at cecdivision@sucss.illinois.gov.