

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

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



James D. Montgomery
Merit Board Chair
Bruce John Finne
Interim Executive Director

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

FROM: Jeff Brownfield
Assistant Director, Classification, Examination and Compensation

SUBJECT: Deletion Notice for the Procedures and Systems Analyst Series

DATE: July 16, 2015

Consistent with our obligation to administer and maintain the University System classification plan, this communication shall provide the final notification and effective date of deletion with respect to the following classification(s):

<u>Current Classes</u>	<u>Action</u>	<u>Prom. Line</u>	<u>Occ. Area</u>	<u>Work Area</u>	<u>Effective Date</u>
3053 Procedures and Systems Analyst I	DELETE	186	02/Semi-Professional	737	08/01/15
3054 Procedures and Systems Analyst II	DELETE	186	02/Semi-Professional	737	08/01/15
0108 Procedures and Systems Analyst III	DELETE	186	02/Semi-Professional	737	08/01/15

Voiding/Deleting Registers

Any registers for the Audiologist Series classifications should be voided no later than the close of business on **Friday, July 31, 2015**. All testing materials related to these classification titles should be permanently destroyed.

Class Specification and Examination Components/Instruments

For classification/examination details and other information visit the class specification link at our website at www.sucss.illinois.gov. Deleted classifications will be listed under a separate link at www.sucss.illinois.gov/csn.aspx?osm=c20

Pay Rates/Ranges

The pay ranges for the designated classification(s) will be eliminated through the Salary Data System. Additionally, pay information regarding this classification will be removed from our public website.

Human Resource Records/Seniority

Appropriate updates should be completed in each file for any employee who has previously held a position in an eliminated classification. In this respect, individual seniority reviews should have been carefully reviewed during the proposal notice period and Change-In-Title transactions processed through the System Office (if applicable).

If you have any questions or need additional information, or would like to provide feedback or concerns regarding this change, please contact me at (217) 278-3150 Ext. 239 or at jeffb@sucss.illinois.gov.