



Comparing Full Time Civil Service and Academic Professional (Non-Faculty)

	CIVIL SERVICE	ACADEMIC PROFESSIONAL
For More Detail	http://hr.uic.edu/uic101/cs	http://hr.uic.edu/uic101/ap
Definition	UIC non-academic employees fall under the jurisdiction of the State Universities Civil Service System (SUCSS). The Civil Service System is a classification plan which provides employment guidelines governed by Statute & Rules.	Academic staff whose positions have met the exemption criteria as defined by the State Civil Service Act. These positions meet specialized administrative, professional, or technical needs and are considered exempt from standard Civil Service practice or guidelines.
Salaried (FLSA Exempt)	YES	YES
Hourly (FLSA Overtime Eligible)	YES	NO
Annual Contract of Employment	NO	YES (Notification of Appointment)
<u>Payroll Schedule</u>	Every two weeks (Wednesday)	Monthly on the 16th
Earns Service Time	YES	YES
<u>Vacation Leave</u>	YES	YES
<i>Accrual Rate</i>	25-28 days per year (Exempt) 12-25 days per year (Non-Exempt)	24 days per year
<i>Maximum Accrual</i>	50-56 Days (Exempt) 24-50 Days (Non-Exempt)	48 Days
<i>Leave Use</i>	Must be accrued prior to use	May be used according to department procedures
<u>Floating Holidays</u>	2 – 4 days (depends on department)	2 days
<u>Sick Leave</u>	YES	YES
<i>Accrual Rate</i>	0.0462 hours for each hour worked	12 days are cumulative 13 days non-cumulative
<i>Maximum Accrual</i>	All are accruable	12 days per year
<i>Leave Use</i>	Must be accrued prior to use	May be used according to department procedures
<u>Employee Perks</u>	YES	YES
<u>Health Benefits</u>	YES	YES
<u>Retirement (SURS)</u>	YES	YES
Tuition Wavers	YES	YES
Collective Bargaining Agreement	Varies by classification	NO (For non-faculty appointments)
Earns Civil Service Seniority	YES	NO
Civil Service Exam Required to Apply	YES	NO
Bachelor Degree Required	Varies by classification	YES