

**3359-25-06 Classified classification plan.**

- (A) The university of Akron shall establish, modify, or repeal, by rule, a job classification plan for all positions, offices, and employments in the classified civil service.
- (B) The university of Akron shall assign a classification title to each classification within the classification plan.
- (C) The university of Akron shall assign each classification to a pay range.
- (D) The university of Akron shall assign a numbering system for the classification process.
- (E) The following are the classifications that the university of Akron shall assign all positions within the classified service.

**The University of Akron  
Classified Staff Classifications (Series 40000)**

**1000 Administrative Support Division**

1100 Office Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
113	41111	Office Support Specialist	Non-exempt
114	41112	Secretary	Non-exempt
115	41113	Administrative Secretary	Non-exempt
112	41115	Office Asst-Parking PT	Non-exempt
113	41116	Office Support Specialist-Parking Srvs	Non-exempt
112	41118	Office Asst-Dining Srvs PT	Non-exempt
113	41119	Office Support Specialist-Dining	Non-exempt
115	41121	Desktop Publishing Specialist	Non-exempt
116	41131	Program Assistant	Non-exempt
117	41134	Program Assistant Sr-Contract Training &	Non-exempt

## Grants

115	41141	Web Editor (Departmental)	Non-exempt
115	41151	Medical Secretary	Non-exempt
118	41161	College Program Specialist	Non-exempt
116	41171	Word Processing Center Specialist-WC	Non-exempt

## 1200 Office Management Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	41211	Coord Word Processing Center	Non-exempt
118	41212	Office Manager	Non-exempt
117	41213	Coord UA Adult Focus	Non-exempt
118	41215	Coord Res Srvs & Spon Progs	Non-exempt
118	41217	Bus Office Mgr-Student Life	Non-exempt
117	41219	Coord Office Administration-Law	Non-exempt
117	41221	Coord Events	Non-exempt
118	41224	Coord Men's Basketball Opns	Non-exempt
117	41231	Coord Records Management	Non-exempt
117	41241	Asst to the Dir Music	Non-exempt
117	41243	Asst to Dept Chair Mathematics	Non-exempt
117	41247	Asst to Dept Chair-Biology	Non-exempt
118	41249	Stu Orgs Fin Spec	Non-exempt
117	41253	Coord NCERCAMP	Non-exempt
117	41271	Departmental Records Specialist	Non-exempt
118	41281	Supv Business Office-WC	Non-exempt
117	41283	Spvr Developmental Programs Support	Non-exempt
117	41285	Coord Continuing Educ & Workforce Development-WC	Non-exempt

117	41287	Coord ZIP Card Office	Non-exempt
117	41291	Events Asst/Coord REU	Non-exempt
<u>115</u>	<u>41293</u>	<u>Office Asst/Tutor</u>	<u>Non-exempt</u>

### 1300 Administrative Staff Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
116	41311	Administrative Assistant	Non-exempt
118	41312	Administrative Assistant Sr	Non-exempt
119	41313	Sr Exec Administrative Assistant	Non-exempt
120	41315	Sr Exec Administrative Assistant to President	Non-exempt
118	41321	Coord Athletics Publications	Non-exempt
117	41325	Coord Academic Affairs Support-WC	Non-exempt
117	41327	Coord Admin Affairs-TDHR	Non-exempt
119	41331	Accounting Specialist Sr	Non-exempt
119	41333	Coord Business & Operations-SC	Non-exempt
117	41335	Coord Lakewood Center	Non-exempt

### 2000 Finance Accounting Division

#### 2100 Accounting Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
113	42111	Accounting Clerk I	Non-exempt
115	42112	Accounting Clerk II	Non-exempt
116	42113	Accounting Clerk Sr	Non-exempt
114	42131	Payroll Clerk	Non-exempt
117	42132	Payroll Clerk Sr	Non-exempt
117	42133	Payroll Specialist	Non-exempt

118	42134	Payroll Specialist Sr	Non-exempt
120	42135	Asst Mgr Payroll	Exempt
115	42141	Budget Assistant	Non-exempt
118	42144	Budget Coord-Art	Non-exempt
118	42147	Property Accounting Specialist	Non-exempt
118	42149	Budget Coord-Dining Services	Non-exempt
118	42150	Accounting Specialist	Non-exempt
117	42151	Dining Srvs Analyst	Non-exempt
<u>116</u>	<u>42160</u>	<u>Business Mgmt Assoc-PAH</u>	<u>Non-exempt</u>
<u>117</u>	<u>42162</u>	<u>Coord Marketing-PAH</u>	<u>Non-exempt</u>

#### 2200 Cash Collection And Disbursement Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
111	42211	Cashier Assistant	Non-exempt
116	42213	Cashier Sr	Non-exempt
117	42216	Student Account/Cashier Spec	Non-exempt
118	42218	Coord Bursars Office	Non-exempt
117	42220	Cashier Lead	Non-exempt

#### 2300 Purchasing Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	42321	Mgr Central Stores	Exempt
117	42341	Asst Buyer	Non-exempt
119	42343	Buyer Sr	Exempt
120	42344	Purchasing Agent	Exempt
117	42346	Coord Purchasing Admin	Non-exempt

#### 2400 Food Preparation Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
112	42425	Team Coord Dining Svcs-PT	Non-exempt
114	42427	Lead Team Coord-Dining Srvc	Non-exempt
112	42431	Garde Manager	Non-exempt
110	42433	Food Utility Worker	Non-exempt
113	42436	Food Production Worker	Non-exempt
112	42438	Catering Steward	Non-exempt
112	42441	Coord Food Services	Non-exempt
115	42443	Bakery Coordinator	Non-exempt

#### 2500 Dining Services Administrative Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	42501	Supv Dining Services	Non-exempt
117	42511	Chef Dining Services	Exempt
117	42531	Business Coord Dining Services	Non-exempt
117	42541	Asst Mgr Dining Services	Exempt
118	42551	Mgr Food Services	Exempt
119	42552	Gen Mgr Food Services	Exempt

#### 2600 Printing Services Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	42611	Printing Press Operator	Non-exempt
117	42612	Offset Production Specialist II	Non-exempt
118	42621	Supv DocuZip Center	Non-exempt
112	42624	DocuZip Assistant	Non-exempt
118	42631	Supv Printing	Non-exempt
119	42641	Mgr Production	Exempt

118	42651	Coord Pre-Press/Graphics	Non-exempt
115	42671	Printing Office Support Specialist	Non-exempt
112	42675	Delivery Worker/Printing Assistant	Non-exempt

#### 2700 Auxiliary Services Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	42711	Coord Parking Facilities	Non-exempt
118	42712	Mgr Parking Field Operations	Exempt
118	42741	Retail Manager	Exempt
110	42745	Retail Associate	Non-exempt
120	42751	Asst Dir Parking Services	Exempt
118	42761	Mgr Parking Projects	Exempt

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
119	42824	Telecom Engineer	Exempt

#### 3000 Information Technology Division

##### 3100 Information Services Administrative Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
118	43115	IT Budget Administrator	Non-exempt

##### 3200 Computer Operations Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
119	43223	Lead Production Control Analyst	Non-exempt

##### 3300 Information Services Application Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
---------------	------------------	-------------------	--------------

119	43351	Asst Departmental Systems Administrator	Non-exempt
121	43352	Departmental Systems Administrator	Non-exempt
118	43361	Web Development Specialist-Law	Non-exempt
120	43363	Sr Web Dev Spec	Non-exempt

#### 3400 Information Services Technical Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	43411	Computer Support Assistant	Non-exempt
117	43415	Coord Technology	Non-exempt
118	43431	Data Systems Specialist	Non-exempt
118	43441	Computer Lab Support Specialist	Exempt
119	43442	Lead Computer Lab Support Specialist	Exempt
119	43444	Lead Computer Support-Law	Non-exempt

#### 3500 Telecommunications Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
---------------	------------------	-------------------	--------------

#### 3600 Technology Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
114	43610	Media Support Associate WC	Non-exempt
117	43612	Coord Media Support Technology-WC	Non-exempt
117	43615	Coord Media Support Tech-Law	Non-exempt
118	43631	Electronic Technician	Non-exempt
119	43632	Electronic Technician Sr	Non-exempt

#### 3700 Library Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
---------------	------------------	-------------------	--------------

114	43711	Library Assistant	Non-exempt
115	43712	Library Associate	Non-exempt
116	43713	Library Associate Sr	Non-exempt
117	43714	Library Specialist	Non-exempt
117	43716	Library Cataloging Specialist	Non-exempt
116	43722	Archives Associate	Non-exempt
118	43728	Coord Nat Stu Loan Data Sys	Non-exempt
118	43732	Program Coord Law School Ctrs	Non-exempt

#### 3800 Media Services Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
118	43831	Coord Public Address System	Non-exempt
115	43851	Coord Classroom Services	Non-exempt

#### 4000 Business / Administrative Division

##### 4100 Human Resources Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
118	44121	Coord Benefits	Non-exempt
119	44122	Benefits Administrator	Exempt
120	44123	Benefits Administrator Sr	Exempt
118	44132	Employment Services Associate	Non-exempt
117	44172	HRIS Specialist	Non-exempt
119	44174	HRIS Administrator	Exempt
117	44176	HRIS Specialist-Projects	Non-exempt

##### 4200 Affirmative Action Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
---------------	------------------	-------------------	--------------



117	44225	EEO/AA Specialist	Non-exempt
-----	-------	-------------------	------------

#### 4300 Public Relations/Development Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	44341	Photographic Lab Technician	Non-exempt
117	44351	Graphic Design Instructional Support	Non-exempt
117	44361	3-D Technican	Non-exempt
117	44371	Coord Gift Processing	Non-exempt

#### 4400 General Counsel Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
119	44401	Legal Assistant	Non-exempt
120	44402	Legal Assistant Sr	Non-exempt
120	44405	Coord Office Board of Trustees	Non-exempt

### 5000 Facilities Management Division

#### 5100 Facilities Management Administrative Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
119	45131	Estimator & Coord ADA	Exempt
120	45141	Plant Maintenance Engineer	Non-exempt
118	45151	Asst Facilities Manager-WC	Non-exempt
120	45152	Facilities Manager-WC	Exempt
120	45171	Mgr Facilities Projects	Exempt
118	45173	Coord Physical Fac Admin	Non-exempt
118	45181	Space Analyst I	Exempt
120	45182	Space Analyst II	Exempt

#### 5200 Maintenance Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
116	45212	Athletic Facilities Maintenance-Worker	Non-exempt
117	45213	Athletics Maintenance Asst Supv	Non-exempt
119	45214	Athletics Maintenance Supv	Non-exempt
114	45217	RLH Facilities Worker	Non-exempt
117	45221	Building Maintenance Asst Supt	Non-exempt
119	45222	Building Maintenance Supt	Non-exempt
114	45231	Facilities Maintenance Worker WC	Non-exempt
116	45232	Facilities Maintenance Worker Sr-WC	Non-exempt
114	45236	Facilities Maintenance Worker-MCUC	Non-exempt
116	45237	Facilities Maintenance Worker Sr-MCUC	Non-exempt
119	45241	Equipment Maintenance Supt	Non-exempt
119	45252	Energy Management Supt	Non-exempt
117	45272	Recycle Coord/Recycling Supt	Non-exempt
116	45274	Athletics Facilities Worker	Non-exempt
<u>110</u>	<u>45280</u>	<u>Ticket Booth/Lot Monitor</u>	<u>Non-exempt</u>
110	45282	Field Services Worker-Parking	Non-exempt
110	45284	Asst Parking Maintenance Worker	Non-exempt
<u>112</u>	<u>45285</u>	<u>Parking Maintenance Worker</u>	<u>Non-exempt</u>
115	45287	Parking Facilities Maint-Shift Leader	Non-exempt
<del>112</del>	<del>45285</del>	<del>Parking Maintenance Worker</del>	<del>Non-exempt</del>

## 5300 Grounds/Custodial Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	45321	Grounds Supt	Non-exempt
117	45331	Custodial Supt	Non-exempt

## 5400 Mail Services/Delivery Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
112	45411	Delivery Worker	Non-exempt
117	45412	Asst Mgr Mailing Services	Non-exempt
119	45413	Mgr Mailing Services	Non-exempt
116	45415	Coord Mailing Services	Non-exempt

## 5500 Storekeeper Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	45511	Storekeeper	Non-exempt
116	45512	Storekeeper Sr	Non-exempt
116	45521	Chemical Storekeeper	Non-exempt
<del>110</del>	<del>45821</del>	<del>Ticket Booth/Lot Monitor</del>	<del>Non-exempt</del>

## 6000 Public Safety Division

## 6100 Radio Operator/Dispatcher Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	46121	Radio Dispatcher	Non-exempt
116	46131	Police E-911 Telecom	Non-exempt
117	46132	E-911 Telecom Manager	Non-exempt

## 6200 Police Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	46211	Coord Police Evidence/Records	Non-exempt
116	46213	Campus Safety Srvs Asst	Non-exempt
122	46261	Captain	Exempt

## 6300 Safety Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
116	46311	Safety Assistant	Non-exempt
118	46312	Safety & Health Inspector	Non-exempt
120	46321	Safety Officer	Exempt
120	46331	Radiation Safety Officer	Exempt
118	46334	Hazardous Materials Specialist	Non-exempt
120	46351	Environmental & Occupational Health Specialist	Exempt
120	46361	Coord Safety & Health Communications	Exempt
120	46371	Coord Emergency Management	Exempt
<u>118</u>	<u>46272</u>	<u>Patrol Officer</u>	<u>Non-exempt</u>

**7000 Student Services Division**

## 7100 Student Services Administrative Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	47111	Student Services Counselor	Non-exempt
115	47114	Student Employment Records Asst	Non-exempt
<u>118</u>	<u>47116</u>	<u>Coord Admissions</u>	<u>Non-exempt</u>
117	47121	Coord Scheduling	Non-exempt
119	47141	Registered Nurse	Non-exempt
119	47161	Immigration Compliance Specialist	Non-exempt
122	47171	Nurse Practitioner	Non-exempt
118	47181	Residence Life & Housing Specialist	Non-exempt
117	47183	Coord New Student Orientation	Non-exempt
115	47187	Coord Housing Assign & Contracts	Non-exempt

## 7200 Student Loan Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
116	47211	Student Account Specialist	Non-exempt
117	47212	Student Account Specialist Sr	Non-exempt

## 7300 Financial Aid Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	47312	Student Financial Aid Counselor	Non-exempt
118	47313	Coord Student Financial Aid Programs	Exempt
118	47314	Coord Student Financial Aid	Non-exempt
118	47316	Coord Standards of Satisfactory Academic Progress Opns	Non-exempt
118	47318	Coord Federal Work Study Programs	Non-exempt
118	47320	Coord State Grants & Scholarships	Non-exempt
118	47322	Coord Univ Scholarship Programs	Non-exempt
118	47324	Coord Special Financial Aid Enrollment Programs	Non-exempt

## 7400 Registrar's Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	47412	Examiner Associate	Non-exempt
115	47422	Enrollment Services Associate	Non-exempt
116	47423	Sr Enrollment Services Associate	Non-exempt
117	47424	Enrollment Services Counselor	Non-exempt
118	47425	Coord Stu Enrollment	Non-exempt
119	47426	Mgr Enrollment Services	Exempt

## 7500 Student Activities Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	47521	Coord Student Union Information Services	Non-exempt
118	47531	Coord Student Publications	Non-exempt
116	47541	Account Coord Student Publications	Non-exempt
117	47543	Coord SRWC Budget Operations	Non-exempt
116	47551	Coord Operations	Non-exempt
117	48222	Telecom Technician II	Non-exempt
<del>118</del>	<del>47601</del>	<del>Coord Admissions WC</del>	<del>Non-exempt</del>

### **8000 Academic Services Division**

#### 8600 Arts/Special Events Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
117	48631	Stage Manager	Exempt
118	48641	Supv Costume Shop	Non-exempt
888	48653	Technical Svcs Assoc-PAH	Non-exempt
119	48661	Mgr Costume Design	Exempt

#### 8700 College/School Program Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
118	48723	Coord Confucius Institute	Non-exempt

#### 8800 Research Services Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
118	48811	Coord Grants	Non-exempt
118	48821	External Funding Information Specialist	Exempt
118	48822	Data Collections Analyst	Non-exempt

118	48824	Data Coll & Web Dev Anly CBA	Non-exempt
115	48826	Intellectual Prop Records Proc	Non-exempt

#### 8900 Academic Services Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
116	48941	Test Monitor	Non-exempt
117	48951	Testing Specialist	Non-exempt
114	49102	Grant Supp Spec	Non-exempt
115	49104	Grant Admin Secretary	Non-exempt
116	49106	Grant Admin Asst	Non-exempt
116	49510	Program Asst-Temp	Non-exempt

#### 3000 Information Technology Division “At Risk” Technical Positions

##### 3300 Information Services Application Systems Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
217	T43311	Applications Programmer	Non-exempt
221	T43313	Sr Systems Analyst Programmer	Exempt
221	T43316	Sr DARS System Analyst Programmer	Exempt
217	T43331	Web Developer	Non-exempt
219	T43332	Sr Web Developer	Non-exempt
217	T43333	Web Graphics Designer	Non-exempt
220	T43361	Data Warehouse DBA & Customer Applications Developer	Exempt
218	T43383	CBA & E Testing Asst	Non-exempt

##### 3400 Information Services Technical Support Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
---------------	------------------	-------------------	--------------

217	T43424	Customer Support Specialist	Non-exempt
222	T43431	Coord Instructional Technology Support	Exempt
220	T43455	Software Deployment Specialist	Non-exempt
217	T43457	Technology Specialist	Non-exempt
219	T43458	Sr Technology Specialist	Non-exempt
221	T43459	Lead Technology Specialist	Non-exempt
220	T43461	Enterprise Systems Programmer	Exempt
221	T43462	Sr Enterprise Systems Programmer	Exempt
219	T43471	Applications Systems Analyst	Non-exempt
221	T43472	Sr Applications Systems Analyst	Exempt
217	T43481	Technology Support Analyst	Non-exempt
219	T43482	Sr Technology Support Analyst	Non-exempt
217	T43487	Computer Tech Sr	Non-exempt

### 3500 Network & Telecomm Group

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
216	T43521	Telecom Technician I	Non-exempt
217	T43522	Telecom Technician II	Non-exempt
218	T43523	Telecom Network Administrator	Non-exempt
219	T43541	Systems Administrator	Exempt
221	T43542	Sr Systems Administrator	Exempt
219	T43551	LAN Administrator	Non-exempt
221	T43552	Sr LAN Administrator	Non-exempt
219	T43562	Network Engineer	Exempt
216	T43571	Coord Network Services	Non-exempt
219	T43581	Server Systems Developer	Exempt

### 3800 Media Services Group



<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
218	T43811	Multi-Media Specialist	Non-exempt
219	T43821	Coord vNOC	Non-exempt
216	T43852	Coord Distance Education Facilities	Non-exempt
219	T43853	Sr Coord Distance Education Facilities	Exempt
218	T43855	Coord Distance Learning Program Development	Non-exempt
218	T43861	Graphics Instructional Designer	Non-exempt
218	T43862	Instructional Designer	Non-exempt
220	T43871	Curriculum Designer	Exempt

#### 3900 Inst Planning, Anly, Reporting & Data

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
219	T43911	MIS Analyst	Non-exempt
220	T43912	Sr MIS Analyst	Exempt
219	T43921	Database Administrator	Exempt
221	T43922	Sr Database Administrator	Exempt
220	T43951	Video Network Engineer	Exempt

#### 60000 Grant Funded Positions

##### 61110 Grant Funded Positions

<b>Grade:</b>	<b>Job code:</b>	<b>Job title:</b>	<b>Flsa:</b>
115	61113	HIEI Grant Admin Sec	Non-exempt
115	61117	Grant Admin Sec Chem & Bio Eng	Non-exempt
116	61119	Admin Asst-Inst Ldrshp Adv Grant	Non-exempt

Effective:

## Certification:

---

Ted A. Mallo  
Secretary  
Board of Trustees

Prom. under: R.C. 111.15

Rule amp.: R.C. 124.14 and 3359.03

Statutory Authority: R.C. 3345.31 and 3359.01

Prior Effective Date: 4/15/00, 6/21/01, 8/15/01, 10/24/01, 11/24/01, 5/24/02, 10/28/02, 11/23/02, 1/17/03, 2/22/03, 3/20/03, 5/23/03, 6/30/03, 1/16/04, 06/11/04, 8/20/04, 9/26/04, 12/2/04, 12/13/04, 3/31/05, 5/28/05, 7/3/05, 09/02/05, 10/28/05, 1/30/06, 02/06/06, 4/27/06, 12/29/06, 2/19/07, 4/1/07, 5/6/07, 7/6/07, 9/3/07, 9/21/07, 11/8/07, 12/31/07, 2/11/08, 4/17/08, 5/5/08, 6/13/08, 7/6/08, 8/24/08, 11/2/08, 1/19/09, 2/27/09; 4/27/09, 5/30/09, 8/1/09, 8/30/09, 11/13/09, 12/31/09, 4/8/10, 5/2/10; 5/23/10, 7/8/10, 10/22/10, 1/1/11, 4/11/11, 5/22/11, 6/30/11; 8/20/11, 1/30/12, 2/10/12, 3/29/12, 5/18/12, 6/28/12, 8/24/12, 12/27/12, 2/14/13, 4/6/13