

CAL MARITIME HUMAN RESOURCES SERVICES

<p style="text-align: center;"><u>BENEFITS ADMINISTRATION</u></p> <p>Administers comprehensive CSU benefits programs to eligible Cal Maritime employees (faculty, staff, and management) and their eligible dependents.</p> <p>Contact: Barbara Reece, breece@csum.edu , x1021</p> <p>Website: http://www.csum.edu/web/hr/benefits Forms: https://www.csum.edu/web/hr/benefits1</p>	<p style="text-align: center;"><u>COMPENSATION/CLASSIFICATION</u></p> <p>Classifies all new positions, reviews classification and salary changes for staff and management.</p> <p>Contact: Emily Busquaert, ebusquaert@csum.edu , x1139</p> <p>Website: https://www.csum.edu/web/hr/compclass Forms: https://www.csum.edu/web/hr/compensation/classification</p>	<p style="text-align: center;"><u>DISCRIMINATION, HARRASSMENT, & RETALIATION</u></p> <p>The CSU is committed to maintaining an inclusive community that values diversity and fosters tolerance and mutual respect. All individuals have the right to participate fully in CSU Programs and activities free from Discrimination, Harrassment, and Retaliation.</p> <p>Contacts: Ingrid Williams, iwilliams@csum.edu, x1135 (Coordinator) Emily Busquaert, ebusquaert@csum.edu, x1139 (Deputy Coordinator)</p> <p>Website: https://www.csum.edu/web/hr/diversity-and-equity/executive-orders Whistleblower Protection & Executive Orders: https://www.csum.edu/web/hr/whistleblower-protection Forms: https://www.csum.edu/web/title-ix/home/formal-complaints</p>
<p style="text-align: center;"><u>DIVERSITY, EQUITY & INCLUSION</u></p> <p>Provides oversight on the campus' Affirmative Action Plan and Equal Employment Opportunity including various diversity initiatives and Conflict of Interest filing.</p> <p>Contacts: Ingrid Williams, iwilliams@csum.edu, x1135 Barbara Reece, breece@csum.edu , x1021 (Conflict of Interest)</p> <p>Website: https://www.csum.edu/web/hr/128</p>	<p style="text-align: center;"><u>EMPLOYEE/LABOR RELATIONS</u></p> <p>Interpretation of collective bargaining agreements and employment law. Advises on CSU and Cal Maritime policy, supervisory issues, employee behavior, discipline process, and performance evaluations. Processes and monitors grievance activity on campus.</p> <p>Contacts: Ingrid Williams, iwilliams@csum.edu, x1135 (Management/Faculty/Staff) Emily Busquaert, ebusquaert@csum.edu, x1139 (Management/Staff) Demetra Miller, dmiller@csum.edu, x1244 (Faculty)</p> <p>Website: Collective Bargaining Agreements: http://www.calstate.edu/hr/employee-relations/</p>	<p style="text-align: center;"><u>EMPLOYMENT SERVICES</u></p> <p>Coordinates the recruitment and hiring process for all staff, faculty and management positions, including both career and temporary employment opportunities.</p> <p>Contacts: Emily Busquaert, ebusquaert@csum.edu, x1139 (Management/Staff) Demetra Miller, dmiller@csum.edu, x1244 (Faculty/ Instructional Student Assistants) Andrea Zamora-Blair, azamora-blair@csum.edu, x1137 (Student Workers/Special Consultants/Casual Workers)</p> <p>Website: https://www.csum.edu/web/hr/employment-services Student Employment: www.csum.edu/web/hr/student-employment Forms: https://www.csum.edu/web/hr/recruitment</p>

<p style="text-align: center;"><u>TRAINING, PROFESSIONAL DEVELOPMENT, AND COMPLIANCE</u></p> <p>Coordinates training and professional development for faculty, staff and management. Coordinates Conflict of Interest filing.</p> <p>Contact: Barbara Reece, breece@csum.edu , x1021</p> <p>Website: https://www.csum.edu/web/hr/training Conflict of Interest: https://www.csum.edu/web/hr/home/conflict-of-interest</p>	<p style="text-align: center;"><u>PAYROLL SERVICES</u></p> <p>Responsible for processing all documentation associated with the issuance of payroll warrants to all employees including special consultants, casual workers and student assistants. Payroll Services also has responsibility for coordinating all leave credits for employees who are eligible for accruing paid leave.</p> <p>Contact: Marie Hernandez, mhernandez@csum.edu, x1138 (Management/Faculty/Staff/Special Consultants) Zelda Calipes, zcalipes@csum.edu, x1712 (Casual Workers/Student Workers/Overtime/Shift Differential)</p> <p>Website: https://www.csum.edu/web/hr/payroll-services</p> <p>Forms: https://www.csum.edu/web/hr/payroll</p>	<p style="text-align: center;"><u>WORKERS' COMPENSATION</u></p> <p>Coordinates Workers' Compensation claims.</p> <p>Contact: Barbara Reece, breece@csum.edu, x1021</p> <p>Website & Forms: https://www.csum.edu/web/hr/workers-compensation1</p>
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