

## CAL MARITIME HUMAN RESOURCES SERVICES

<p style="text-align: center;"><b><u>BENEFITS ADMINISTRATION</u></b></p> <p>Administers comprehensive CSU benefits programs to eligible Cal Maritime employees (faculty, staff, and management) and their eligible dependents.</p> <p><b>Contact:</b> Barbara Reece, <a href="mailto:breece@csum.edu">breece@csum.edu</a> , x1021</p> <p><b>Website:</b> <a href="http://www.csum.edu/web/hr/benefits">http://www.csum.edu/web/hr/benefits</a></p> <p><b>Forms:</b> <a href="https://www.csum.edu/web/hr/benefits1">https://www.csum.edu/web/hr/benefits1</a></p>	<p style="text-align: center;"><b><u>COMPENSATION/CLASSIFICATION</u></b></p> <p>Classifies all new positions, reviews classification and salary changes for staff and management.</p> <p><b>Contact:</b> Emily Busquaert, <a href="mailto:ebusquaert@csum.edu">ebusquaert@csum.edu</a> , x1139</p> <p><b>Website:</b> <a href="https://www.csum.edu/web/hr/compclass">https://www.csum.edu/web/hr/compclass</a></p> <p><b>Forms:</b> <a href="https://www.csum.edu/web/hr/compensation/classification">https://www.csum.edu/web/hr/compensation/classification</a></p>	<p style="text-align: center;"><b><u>DIVERSITY, EQUITY &amp; COMPLIANCE</u></b></p> <p>Provides oversight on the campus' Affirmative Action Plan and Equal Employment Opportunity including various diversity initiatives and Conflict of Interest filing. Handles whistleblower complaints.</p> <p><b>Contacts:</b> Ingrid Williams, <a href="mailto:iwilliams@csum.edu">iwilliams@csum.edu</a>, x1135 Barbara Reece, <a href="mailto:breece@csum.edu">breece@csum.edu</a> , x1021 (Conflict of Interest)</p> <p><b>Websites:</b> Equity &amp; Compliance: <a href="https://www.csum.edu/web/hr/128">https://www.csum.edu/web/hr/128</a> Whistleblower Protection: <a href="https://www.csum.edu/web/hr/whistleblower-protection">https://www.csum.edu/web/hr/whistleblower-protection</a></p>
<p style="text-align: center;"><b><u>EMPLOYEE/LABOR RELATIONS</u></b></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><b>Contacts:</b> Ingrid Williams, <a href="mailto:iwilliams@csum.edu">iwilliams@csum.edu</a>, x1135 (Management/Faculty/Staff) Emily Busquaert, <a href="mailto:ebusquaert@csum.edu">ebusquaert@csum.edu</a>, x1139 (Management/Staff) Demetra Miller, <a href="mailto:dmiller@csum.edu">dmiller@csum.edu</a>, x1244 (Faculty)</p> <p><b>Website:</b> <a href="http://www.calstate.edu/hr/employee-relations/">http://www.calstate.edu/hr/employee-relations/</a></p>	<p style="text-align: center;"><b><u>EMPLOYMENT SERVICES</u></b></p> <p>Coordinates the recruitment and hiring process for all staff, faculty and management positions, including both career and temporary employment opportunities.</p> <p><b>Contacts:</b> Emily Busquaert, <a href="mailto:ebusquaert@csum.edu">ebusquaert@csum.edu</a>, x1139 (Management/Staff) Demetra Miller, <a href="mailto:dmiller@csum.edu">dmiller@csum.edu</a>, x1244 (Faculty/Instructional Student Assistants) Andrea Zamora-Blair, <a href="mailto:azamora-blair@csum.edu">azamora-blair@csum.edu</a>, x1137 (Student Workers/Special Consultants/Casual Workers)</p> <p><b>Website:</b> <a href="https://www.csum.edu/web/hr/employment-services">https://www.csum.edu/web/hr/employment-services</a></p> <p><b>Forms:</b> <a href="https://www.csum.edu/web/hr/recruitment">https://www.csum.edu/web/hr/recruitment</a></p>	<p style="text-align: center;"><b><u>PAYROLL SERVICES</u></b></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><b>Contacts:</b> Marie Hernandez, <a href="mailto:mhernandez@csum.edu">mhernandez@csum.edu</a>, x1138 (Management/Faculty/Staff/Special Consultants) Zelda Calipes, <a href="mailto:zcalipes@csum.edu">zcalipes@csum.edu</a>, x1712 (Casual Workers/Student Workers/Overtime/Shift Differential)</p> <p><b>Website:</b> <a href="https://www.csum.edu/web/hr/payroll-services">https://www.csum.edu/web/hr/payroll-services</a></p> <p><b>Forms:</b> <a href="https://www.csum.edu/web/hr/payroll">https://www.csum.edu/web/hr/payroll</a></p>

<u><b>TRAINING AND PROFESSIONAL DEVELOPMENT</b></u>	<u><b>WORKERS' COMPENSATION</b></u>	<u><b>TITLE IX</b></u>
<p>Coordinates training and professional development for faculty, staff and management.</p> <p><b>Contact:</b> Barbara Reece, <a href="mailto:breece@csu.edu">breece@csu.edu</a> , x1021</p> <p><b>Website:</b> <a href="https://www.csum.edu/web/hr/training">https://www.csum.edu/web/hr/training</a></p>	<p>Coordinates Workers' Compensation claims.</p> <p><b>Contact:</b> Barbara Reece, <a href="mailto:breece@csu.edu">breece@csu.edu</a> , x1021</p> <p><b>Website &amp; Forms:</b> <a href="https://www.csum.edu/web/hr/workers-compensation1">https://www.csum.edu/web/hr/workers-compensation1</a></p>	<p>Title IX provides protection against discrimination on the basis of gender or sexual orientation and includes sexual harassment, sexual misconduct, and gender based dating and domestic violence and stalking.</p> <p><b>Contacts:</b> Ingrid Williams, <a href="mailto:iwilliams@csu.edu">iwilliams@csu.edu</a>, x1135 (Coordinator) Emily Busquaert, <a href="mailto:ebusquaert@csu.edu">ebusquaert@csu.edu</a>, x1139 (Deputy Coordinator)</p> <p><b>Website:</b> <a href="https://www.csum.edu/web/title-ix">https://www.csum.edu/web/title-ix</a> <b>Forms:</b> <a href="https://www.csum.edu/web/title-ix/home/formal-complaints">https://www.csum.edu/web/title-ix/home/formal-complaints</a></p>