

Classification Committee Report

Present: Rose Greeff, Matt Kay, Lori Williams, Alisandra Brewer (Officer Assigned)

Absent: Dawn McCulley (excused)

Guests John Orr, Leeanne Bowes, Gina Voight, Jacqueline Otis, Cynthia Jones-Hunter, Dee Bowman, Rosemary Kellum, Carolyn Duckett, Gilbert Garcia, Pat Gantt

Old Business:

Unit 2: Athletic Trainers – Per a request from the BU 2 Council, L. Williams reviewed the athletic department websites of each CSU campus and the PIMS list to develop a list of all CSU employees currently working as athletic trainers. Information obtained included employees' classification, working title, e-mail address and 2013 salary. The information has been shared with the BUC chair and vice-chair.

Unit 5: Continued discussion on the laborer classification standard. This classification has become the catch-all classification for Unit 5.

Unit 7: Underutilized positions: Per a request from J. Orr, BUC 7 Chair, D. McCulley reviewed the PIMS list and developed a list of underutilized classifications (less than 10 positions CSU-wide) within Unit 7. The information has been shared with the BUC 7 Chair.

New Business:

Unit 2: Information gathered on athletic trainers was used for information request to CO. Next steps on what to do will be discussed at BUC 2 meeting.

Unit 5: No Unit 5 representative on Classification Committee (M. Kay, Unit 9, is currently filling the void.) We will be contacting the BUC 5 Chair and asking to have a representative appointed.

Unit 7: John Orr, BUC 7 Chair, lead a discussion on the merging/transition on several campuses of mail room clerks to warehouse workers. Discussion included the need to further review the classification standards of many positions including ASA/ASC series, buyer, and dispatchers. There are also three classifications (medical secretary, medical transcriptionist, and health services assistant), which should be reviewed for consideration of moving to Unit 2.

Review of Classification Standards: The Senior Manager of Compensation & Classification Programs position at the CO is currently vacant. Although this stalls any discussion between CSUEU and CSU on current Classification and Qualification Standards (CQS), it does not preclude CSUEU from continuing internal review of the standards. Many of the classification standards in Units 5, 7, and 9 are “muddy” (i.e., overlap in duties from one standard to another).

Some classifications are either underutilized or not used at all. Technology has also become part of almost all positions, but is not included in most CQS.

This committee believes this is an ideal time for CSUEU to review all CSQs and draft proposals for changes. Let us plan now, rather than react later.

Respectfully Submitted, Lori Williams