Human Resources Service Center

OFFICE HOURS

All Human Resources departments will be working remotely **Monday-Friday, 8:00 am-5:00 pm.** If you need assistance:

- **Virtual Services online:** [https://www.csuchico.edu/hr/hrsc-virtual-services.shtml](https://www.csuchico.edu/hr/hrsc-virtual-services.shtml)
- **COVID-19 Faculty, Staff & Manager Resources online:** [https://www.csuchico.edu/hr/covid-19/](https://www.csuchico.edu/hr/covid-19/)

FRONT SERVICE DESK

- **Email:** HumanResources@csuchico.edu
- **Web:** [www.csuchico.edu/hr](http://www.csuchico.edu/hr)
- **Fee Waivers:** feewaivers@csuchico.edu

PAYROLL

- **Email:** Payroll@csuchico.edu
- **Web:** [www.csuchico.edu/hr/payroll](http://www.csuchico.edu/hr/payroll)
- **Contact your Payroll Technician directly:** [https://www.csuchico.edu/hr/payroll/tech.shtml](https://www.csuchico.edu/hr/payroll/tech.shtml)

EMPLOYMENT SERVICES

- **Email:** HumanResources@csuchico.edu
- **Web:** [www.csuchico.edu/hr/employment](http://www.csuchico.edu/hr/employment)

CLASSIFICATION AND COMPENSATION

- **Email:** Classification@csuchico.edu
- **Web:** [www.csuchico.edu/hr/classcomp](http://www.csuchico.edu/hr/classcomp)

HUMAN RESOURCES INFORMATION SYSTEMS

- **Email:** ycmartini@csuchico.edu and HRSecurity@csuchico.edu (PeopleSoft Access)
- **Web:** [www.csuchico.edu/hr/hris](http://www.csuchico.edu/hr/hris)
- **HR Web:** hrweb@csuchico.edu

PROFESSIONAL DEVELOPMENT

- **Email:** pdev@csuchico.edu
- **Web:** [www.csuchico.edu/hr/pdev](http://www.csuchico.edu/hr/pdev)
- **Form 700:** form700@csuchico.edu
- **Performance Evaluations:** pdev@csuchico.edu

BENEFITS/EMPLOYEE LEAVES AND WORKERS’ COMPENSATION

- **Email:** Benefits@csuchico.edu & Leaves-workcomp@csuchico.edu
- **Web:** [www.csuchico.edu/hr/benefits](http://www.csuchico.edu/hr/benefits) & [www.csuchico.edu/hr/elwc](http://www.csuchico.edu/hr/elwc)

LABOR RELATIONS

- **Email:** laborrelations@csuchico.edu
- **Web:** [www.csuchico.edu/hr/labr](http://www.csuchico.edu/hr/labr)

As of 8/28/2020
Title IX/DHR and Clery Reporting

CLERY REPORTING
The University Clery Unit will be working remotely Monday-Friday, 8:00 am-5:00 pm, with on-call Timely Warning support 24/7.

Call: 530-898-6184
Email: clery@csuchico.edu or cpahlka@csuchico.edu

Clery reporting should occur as normal with all Campus Security Authorities (CSAs) expected to report Clery crimes using the CSA reporting link on Clery website: https://www.csuchico.edu/clery/

Evaluations for Timely Warnings and Emergency Notifications will occur as normal. Any questions can be directed to clery@csuchico.edu.

TITLE IX/DHR INVESTIGATIONS & SUPPORT
The Title IX/DHR Office will be working remotely Monday-Friday, 8:00 am-5:00 pm.

REPORTS & ACCOMMODATIONS
Reports are taken through email or phone via any of the contact information provided below and managed through the online Maxient system. Accommodations are provided after assessment by Rob, Gloria, Dylan, and Regina, and are accomplished remotely.

Title IX Office: titleix@csuchico.edu
Dylan Saake: dsaake@csuchico.edu or call 530-898-3116
Regina Bennett: rabennett@csuchico.edu or call 530-898-4949
Robert Morton: ramorton@csuchico.edu
Gloria Godinez: ggodinez5@csuchico.edu

INVESTIGATIONS
All investigations are moving forward under online methods. Formal complaints are submitted via online methods or email. Interviews, report writing, and hearings are conducted remotely. Rob and Gloria are the principal investigators.

As of 8/28/2020