

CSUEU Classification Committee Meeting
Agenda
November 17, 2016
Sacramento, CA

1. New Committee Member – Ed Romero (Unit 2, Fresno)
2. Elect new Vice Chair
3. Old Business
 - a. Unit 7 – Buyer Series
 - i. Per Susan Smith, this was the next classification in line for review by Chancellor’s Office (CO). Never received notice from the CO and they have not responded to emails from Susan.
 - ii. Waiting to hear from CO.
 - b. Unit 7 – Administrative Support (ASA, ASC) and Unit 9 – Administrative Analyst/Specialists (AA/S)
 - i. Next classifications in line for review by CO.
 - ii. Side letter #2 in contract (originally dated January 13, 2012 from previous contract) states:
“...
4 c. The CSU shall review the Administrative Support and the Administrative Analyst/Specialists series to more clearly differentiate the levels and classifications.
4 d. The CSU shall continue to expedite the classification series implementation and/or revision process.”
 - iii. Waiting to hear from CO.
 - c. Unit 9 – IT Series
 - i. Next classifications in line for review by CO.
 - ii. Waiting to hear from CO.
 - d. Unit 9 – Proposed Instructional Designer classification – Previously received proposed CQS from Tonia Malone (Cal Poly SLO) who had developed it with other represented employees.
 - i. Need to survey current employees (e.g. ITCs).
 - e. Confidential Employees - Continue to review the list previously distributed by Joseph for obvious misclassifications, and report back to VP for Representation.
 - f. Review of current position postings - Strive to check campus position postings regularly to ensure the CSU complies with existing classification standards.
 - g. Request from Michael Huyter (AA/S-EII, Cal Poly Pomona) to review Environmental Health and Safety positions.
 - h. Reviewed documents in On the Job and Classification Committee folders on CSUEU website. Can delete some documents and relocate others. A few should be revised.
 - i. Request from Chapter 303 (Sacramento) for new Lead Instructional Support Technician (Unit 9). Need to research further and check with BUC 9.
 - j. Request from Chapter 303 (Sacramento) for new Academic Administrative Support Coordinator (Unit 7). Need to research further and check with BUC 7; combine with 1b above.
4. New Business
 - a. Process for new classifications
 - b. Survey questions to ask employees regarding new classifications
5. Open Discussion