

# Employee Resources

Office	Description	Contact		
<b>Office of the Ombuds and Employee Assistance Program (EAP)</b> <i>All Employees</i>	<p><b>Ombuds:</b> Confidential, neutral, informal and independent resource for work-related issues and conflicts.</p> <p><b>EAP:</b> Counseling, crisis intervention, work/life resources and guidance, legal and financial planning assistance, traumatic event debriefing, departmental support.</p>	<p><b>Lanai Greenhalgh</b>            104 Johnson Hall            6006 Campus Delivery  <b>Phone:</b> (970) 491-1527 / (800) 497-9133  <b>Web:</b> <a href="http://www.ombudsandean.colostate.edu">www.ombudsandean.colostate.edu</a>  <b>Email:</b> <a href="mailto:Lanai.Greenhalgh@colostate.edu">Lanai.Greenhalgh@colostate.edu</a></p>		
<b>Human Resources Solutions Partners</b> <i>All Employees</i>	<p>Offers consulting services to employees, supervisors and managers regarding:</p> <table border="1"> <tr> <td> <ul style="list-style-type: none"> <li>• Rule and Policy Interpretation</li> <li>• Leave Coordination</li> <li>• Performance Management</li> <li>• Workplace Behavior Consultations</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>• Employee/Supervisor Communications</li> <li>• Reasonable Accommodations</li> <li>• Training and Custom Presentations</li> <li>• Grievance process</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>• Rule and Policy Interpretation</li> <li>• Leave Coordination</li> <li>• Performance Management</li> <li>• Workplace Behavior Consultations</li> </ul>	<ul style="list-style-type: none"> <li>• Employee/Supervisor Communications</li> <li>• Reasonable Accommodations</li> <li>• Training and Custom Presentations</li> <li>• Grievance process</li> </ul>	<p><b>Erik Hokanson</b>            555 S. Howes Street, Suite 210            6004 Campus Delivery  <b>Phone:</b> (970) 491-MyHR / 491-6947  <b>Web:</b> <a href="http://www.hrs.colostate.edu">www.hrs.colostate.edu</a>  <b>Email:</b> <a href="mailto:Erik.Hokanson@colostate.edu">Erik.Hokanson@colostate.edu</a></p>
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<b>Training and Organizational Development</b> <i>All Employees</i>	<p>Provides ongoing training for personal and professional development. Facilitates conflict resolution skills and communication training with departments and groups. Unit specific training as requested. Also provides organizational consulting, retreats, strategic planning, general facilitation, 360 feedback systems and other organizational effectiveness assistance.</p>	<p><b>Marsha Benedetti</b>            100 Johnson Hall            6006 Campus Delivery  <b>Phone:</b> (970) 491-1773  <b>Web:</b> <a href="http://www.training.colostate.edu">www.training.colostate.edu</a>  <b>Email:</b> <a href="mailto:Marsha.Benedetti@colostate.edu">Marsha.Benedetti@colostate.edu</a></p>		
<b>Office of Equal Opportunity</b> <i>All Employees and Students</i>	<ul style="list-style-type: none"> <li>• Information on discrimination, harassment and consensual relationships policies.</li> <li>• Complaint procedures, including informal and formal resolution processes for discrimination, harassment, and retaliation.</li> <li>• Evaluation and designation of disability status for employees</li> <li>• Facilitation of reasonable accommodations for employees with disabilities.</li> </ul>	<p><b>Jennifer Mayhew</b>            101 Student Services            0169 Campus Delivery  <b>Phone:</b> (970) 491-5836  <b>Web:</b> <a href="http://www.oeo.colostate.edu">www.oeo.colostate.edu</a>  <b>Email:</b> <a href="mailto:Jennifer.Mayhew@colostate.edu">Jennifer.Mayhew@colostate.edu</a></p>		
<b>University Grievance Officer</b> <i>Faculty and Administrative Professionals</i>	<p>Administers procedures outlined in Faculty Manual Sections K. and E.15. Focuses on recommendations, actions or decisions by supervisors or administrators that grievants believe are unfair, unreasonable, arbitrary, capricious or discriminatory. Resolution can include conciliation, referral to other units, mediation or a formal grievance hearing.</p>	<p><b>Kirk Hallahan</b>            C-220 Clark, 1785 Campus Delivery  <b>Phone:</b> (970) 491-3963  <b>Web:</b> <a href="http://www.facultyandstaff.colostate.edu/ugo">www.facultyandstaff.colostate.edu/ugo</a>  <b>Email:</b> <a href="mailto:UGO@colostate.edu">UGO@colostate.edu</a></p>		
<b>Conflict Resolution and Student Conduct Services</b> <i>Faculty, Staff and Students</i>	<p><b>Conflict Resolution Services:</b> Serves as a proactive, problem-solving and non-adjudicative resource for students with conflicts, and faculty and staff on matters involving students.</p> <p><b>Student Conduct Services:</b> Assists faculty and staff with issues of academic misconduct and guidance for students with disruptive or concerning behaviors.</p>	<p><b>Melissa Emerson</b>            325 Aylesworth Hall, Northwest            8015 Campus Delivery  <b>Phone:</b> (970) 491-7165  <b>Web:</b> <a href="http://www.conflictresolution.colostate.edu">www.conflictresolution.colostate.edu</a>  <b>Email:</b> <a href="mailto:Melissa.Emerson@colostate.edu">Melissa.Emerson@colostate.edu</a></p>		
<b>Support and Safety Assessment</b> <i>All Employees and Students</i>	<p>Oversees the Student and Employee Consultation Teams to assess individuals and situations for safety risk to the CSU community and provide support and resolution. Consults with individuals and departments regarding safety and risk in the workplace.</p> <p>Manages the Tell Someone hotline where referrals are made to campus resources that can develop strategies and use resources to discreetly help students and employees who may be in distress.</p>	<p><b>Dwight Burke</b>            122 Student Services            2026 Campus Delivery  <b>Phone:</b> (970) 491-7407  <b>Web:</b> <a href="http://www.supportandsafety.colostate.edu">www.supportandsafety.colostate.edu</a>  <b>E-mail:</b> <a href="mailto:Dwight.Burke@colostate.edu">Dwight.Burke@colostate.edu</a>  <b>TELL SOMEONE:</b> (970) 491-1350 OR <a href="http://supportandsafety.colostate.edu/tell-someone">http://supportandsafety.colostate.edu/tell-someone</a></p>		