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1 2 3	ARTICLE DISCIPLINE		
4 5 6 7 8	1 <u>Policy</u> . Employees are subject to disciplinary action, up to and including discharge, for j cause, including but not limited to, for violating University procedures, policies, rules, a regulations, contract provisions, personnel directives, and/or general orders. Due process she provided prior to any final decisions regarding disciplinary actions (excluding or counseling). Employees shall be provided notice and a written statement of any disciplinaction taken (excluding oral counseling).		
10 11 12	defined as:		
13 14 15	(1) incompetence; or(2) misconduct		
16	3 <u>Progressive Discipline</u> .		
17 18 19 20	(a) Progressive Discipline. Disciplinary actions shall be progressive. Certain actions by their nature may be severe enough, however, to justify deviating from progressive disciplinary principles, and result in immediate discharge of employment or other disciplinary action. Forms of discipline may include, but are not limited to:		
22	1. oral counseling;		
23	2. written reprimand;		
24	3. suspension without pay; and		
25	4. discharge of employment.		
26	4 Review of Personnel Files.		
27 28 29	Employees shall have the right to review their official personnel file upon request. The employee shall have the opportunity to submit a written statement responding to any written		
	For the University For the UFF		
	$M \cdot B \cdot A $		

Mark Dorfard

Mark Bonfanti/ Chief Negotiator

10/24/2018

Date

Candi Churchill Chief Negotiator

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	Mark Bonfanti Chief Negotiator	Candi Churchill Chief Negotiator	
	For the University	For the UFF	
44			
43	incident.		
41 42	UFF determines representation per its governing documents. The UFF does not represen bargaining unit employees who are not members in good standing at the time of an alleged		
40	06 <u>UFF Representation</u> .		
34 35 36 37 38 39	When an employee is questioned by management, and the employee reasonably believes that the questioning may lead to disciplinary action, the employee has the right to request that a union representative be present at the meeting. When an employee requests union representation pursuant to this section, and no union representative is immediately available, the University shall postpone the meeting until a representative is available, cancel the meeting, or at the employee's option, continue the meeting without a representative.		
33	5 <u>Investigations</u> .		
30 31 32	reprimand issues. The employees' responding statement will be entered in the personnel file included with the written reprimand.		

Date

Date