

ARTICLE DISCIPLINE

.1 **Policy.** Employees are subject to disciplinary action, up to and including discharge, for just cause, including but not limited to, for violating University procedures, policies, rules, and regulations, contract provisions, personnel directives, or general orders. Employees shall be provided notice and a written statement of any disciplinary action taken (excluding oral reprimands). Due process shall be provided prior to any final decisions regarding disciplinary actions (excluding oral reprimands).

.2 Discipline Defined.

Discipline of bargaining unit employees shall be progressive and shall be for just cause. Just cause is defined as incompetence or misconduct, ~~including lack of collegiality. Lack of collegiality may significantly impair a faculty member's, or their colleagues', ability to perform their duties.~~.

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:

1. oral counseling and/or reprimand;
 2. written reprimand;
 3. suspension without pay; and
 4. discharge of employment.

3 Procedures

- (a) 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 reprimand issues. The employee's responding statement will be entered in the personnel file included with the written reprimand.

For the University

For the UFF

Mark Bonfanti
Chief Negotiator

Candi Churchill
Chief Negotiator

Date

Date

- 29 (b) Employees have the right to request that a union representative attend ~~When~~
30 investigatory interview where employee is questioned by management, and the employee
31 has a reasonable belief ~~reasonably believes~~ that the questioning may lead to his/her own
32 disciplinary action. An investigatory interview occurs when management formally
33 questions an employee to obtain information regarding a specific incident or activity, ~~the~~
34 employee has the right to request that a union representative be present at the meeting.
35 When an employee requests union representation pursuant to this section, and no union
36 representative is immediately available, the University shall postpone the meeting until a
37 representative is available (provided such postponement is not to exceed seven (7) calendar
38 days), cancel the meeting, or at the employee's option, continue the meeting without a
39 representative.
- 40
- 41 (c) UFF determines representation per its governing documents. As of March 2018, UFF does
42 not represent bargaining unit employees who are not members in good standing (~~i.e. union~~
43 ~~dues unpaid~~) at the time of an alleged incident.
- 44

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