



SANTA CRUZ, CALIFORNIA 95064

Delivered Via Email

February 14, 2020

Dear [REDACTED]

I am writing because you have not submitted grades for the Fall Quarter and those grades remain outstanding. You received a written warning in early February 2020 for failing to submit Fall Quarter grades as of that date.

The submission of grades is a required duty of your position. Your continued refusal to submit Fall Quarter grades even after receiving a written warning is causing continuing and ongoing harm to the students who earned them and to the operations of the University. You are directed to submit all outstanding grades from the Fall Quarter by no later than February 21, 2020. Your failure to follow this directive will lead to disciplinary action, up to and including dismissal from your current and/or Spring Quarter appointment.

I also want to emphasize that you are expected to perform your required job duties for the duration of your appointment. Participation in the wildcat strike not only violates the no strikes clause in the collective bargaining agreement between the UAW and the University but also reflects a failure to meet your employment responsibilities and will result in disciplinary action, up to and including dismissal.

If you believe that you have been identified in error as a person who has not submitted Fall Quarter grades, please let me know as soon as possible. Otherwise, we look forward to your expected cooperation in submitting Fall Quarter grades by no later than February 21, 2020.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lori G. Kletzer".

Lori G. Kletzer
Interim Campus Provost and
Executive Vice Chancellor

cc: Jennifer Schiffner, Director of Employee & Labor Relations
Quentin Williams, Acting Vice Provost & Dean of Graduate Studies