



DIVISION OF GRADUATE STUDIES

SANTA CRUZ, CALIFORNIA 95064

Delivered Via Email & Intercampus Mail¹

February 28, 2020



Re: Notice of Intent to Dismiss for Spring Teaching Fellow Appointment

Dear 

In accordance with the agreement between the University of California and the United Auto Workers 2865, Academic Student Employees, Article 8 –Discipline and Dismissal (Attachment 1), this letter is a Notice of Intent to Dismiss you from your position of Teaching Fellow in Film and Digital Media during Spring quarter 2020. This action is based on abandonment of your job responsibilities by failing to submit student grades well past the fall quarter deadline of December 18, 2019 and insubordination by failing to follow a directive provided to you from the Interim Campus Provost and Executive Vice Chancellor on February 14, 2020.

DISMISSAL ACTION

As a Teaching Fellow for UC Santa Cruz, it is your responsibility to support graduate students' success by attending class meetings, conducting sections, holding regular office hours, reading and grading student papers and/or exams, and submitting grades. You repeatedly failed to follow directives from an appropriate academic administrator to fully submit grades for the section to which you were assigned in the Fall 2019 quarter. Submitting timely and accurate grades for any graduate student is an academic work product that has been entrusted to you within your employment as a Teaching Fellow, and is at the core of your teaching assignment.

Your abandonment and sustained willful dereliction of your job responsibilities as a Teaching Fellow constitutes serious misconduct. Your conduct has harmed graduate students and disrupted University operations. Some of the direct impacts of your actions in withholding grades may include, but are not limited to:

- Loss of financial aid if the University is unable to verify individual graduate student academic progress to the Department of Education in order to determine whether a student has made sufficient academic progress to remain eligible for their financial aid award;

¹ Intercampus mail delivered where addresses entered in campus directory

- Inability of individual graduate students to successfully apply to graduate or to be considered for academic honors;
- Lack of credits, which may impact students' ability to enroll in subsequent classes or receive the correct priority for enrolling in future classes based on their class standing;
- Inability of graduate students to petition for a No Pass or removal of an Incomplete on their transcript; and
- Inability of graduate advisors to determine which graduate students may need additional academic advising and offer them assistance and resources.

In addition to the above, your deliberate, continuing unsanctioned strike action to withhold grades undermines and directly conflicts with regental standards of conduct. The Standards of Ethical Conduct outlined in Regents Policy 1111 (Attachment 3) applies to all employees of the University of California, including ASEs.

Regents Policy 1111 states:

Individual Responsibility and Accountability: Members of the University community are expected to exercise responsibility appropriate to their position and delegated authorities. They are responsible to each other, the University, and the University's stakeholders both for their actions and their decisions not to act. Each individual is expected to conduct the business of the University in accordance with the Core Values and the Standards of Ethical Conduct, exercising sound judgment and serving the best interests of the institution and the community.

Compliance with Applicable University Policies, Procedures and Other Forms of Guidance

University policies and procedures are designed to inform our everyday responsibilities, to set minimum standards, and to give University community members notice of expectations. Members of the University community are expected to transact all University business in conformance with policies and procedures and accordingly have an obligation to become familiar with those that bear on their areas of responsibility. Each member is expected to seek clarification on a policy or other University directive he or she finds to be unclear, outdated, or at odds with University objectives. It is not acceptable to ignore or disobey policies if one is not in agreement with them, or to avoid compliance by deliberately seeking loopholes.

The above potential consequences of continued withheld grades and your failure to comply with directives from your Interim Campus Provost and Executive Vice Chancellor underscore the severity of your misconduct, and the impact of your actions on students and the University's ability to conduct its operations.

CONCLUSION

Based on the above, it is my intent to dismiss you from your position of Teaching Fellow in [REDACTED] effective March 26, 2020.

You have the right to respond orally or in writing to this notice of intent within 15 calendar days from the date of this letter. You may submit any written response or a request for a meeting to skellyrequest@ucsc.edu. You have the right to a representative of your choice during this process. You will remain on pay status for the duration of the notice period and final action, if any.

Sincerely,



Quentin Williams
Acting Vice Provost and Dean, Graduate Studies

Copy: Edward C. Warburton, Interim Dean, Arts Division
Jennifer Schiffner, Director of Employee & Labor Relations
Heather Dawson, Labor Relations Advocate
Employee Personnel File
UAW

Enclosures:

Attachment 1: UC/UAW 2865 CBA, Article 8 –Discipline and Dismissal
Attachment 2: UC/UAW 2865 CBA, Article 19 –No Strikes
Attachment 3: Regents Policy 1111