

ARTICLE XX

DISCIPLINE AND DISMISSAL

Section XX.1:

The University shall not discipline or dismiss a Graduate Employee (GE) without just cause.

Section XX.2:

Discipline may include written warnings, unpaid suspensions, paid administrative leave or dismissal/discharge from employment from a GE appointment based upon job-related misconduct. Informal conversations that are developmental in nature, and verbal warnings are not considered discipline as defined by this article.

Section XX.3:

The GE's Department or Supervisor shall make every effort to address any concerns that could lead to discipline with the GE prior to taking steps toward disciplinary action. No decision at this stage will be precedential.

Section XX.4:

In the event that the University intends to investigate a GE for matters that could result in discipline or dismissal, the University shall:

1. Notify the GE and the Union in writing of this intent within one (1) day of learning of the alleged infraction(s). The notice shall include:
 - a. The reason(s) for the investigation;
 - b. the nature of the alleged violation, including citation to the policy or rule alleged to have been violated, if any, with that policy or rule attached and/or linked;
 - c. The nature of the investigation, which shall include:
 - i. The name of the individuals(s) leading the investigation
 - ii. The anticipated timeline of the investigation
 - d. the potential level of discipline that could be rendered;
 - e. notice of a right to an investigatory meeting;
 - f. notice of the right to Union representation.
2. Hold an investigatory meeting with the GE, their union representative, and the investigator(s) within one (1) week of learning of the alleged infraction(s).

Section XX.5:

During the investigatory meeting, the GE shall be told the specific charges and the evidence for those charges, including any reports or testimony generated as a result of any investigation into those charges. The GE shall have the right to a Union representative, who shall be allowed to

represent and speak on behalf of the GE. The GE and/or their representative can respond to the charges and propose options to mitigate potential discipline at the meeting. Nothing in this Article is intended to diminish a GE's Weingarten rights.

Section XX.6:

A disciplinary hearing shall take place if necessary at a mutually agreed upon time but no more than fourteen (14) days after the investigatory meeting.

During the disciplinary hearing, the GE shall be told the final outcome of the investigation, including the evidence gathered, any reports or testimony generated as a result of investigation into those charges, and an explanation for any disciplinary action. The GE shall have the right to a Union representative, who shall be allowed to represent and speak on behalf of the GE.

Section XX.7:

The GE and the Union shall be notified in writing of any decision of disciplinary action taken against a GE within one (1) day of the determination.

Section XX.8:

If the University discharges a GE, the Union may appeal the dismissal using the expedited grievance provision as set forth in *Article XX Grievance and Arbitration*. The University shall maintain the GE in pay status until the decision has been rendered.

Section XX.9:

The University shall maintain all disciplinary or dismissal action as confidential to the GE and the Union. No disciplinary proceedings shall be made public without the written consent of the GE.

