

November 14, 2014

To: Jose Wudka, Chair
Riverside Division

From: Sarjeet Gill, Chair, Executive Committee
College of Natural and Agricultural Science

Re: Final review of APM 080

The CNAS executive Committee at their October 21st meeting reviewed APM 080 and expressed some concerns with the following section:

D. Processing a Complaint / 2. Notification of the Accused Employee(s) "will advise the accused employee of the option to submit a written response to the allegations within 30 days."

This section seems too restrictive, especially if the accused employee is unavailable or incapacitated and cannot respond. The CNAS Executive Committee suggests instead: "...will advise the accused or their legal representative of the option to submit a written response to the allegations within 30 days except where extenuating circumstances prevent such a response, but this response period should not exceed 90 days."

Yours sincerely,
Sarjeet Gill, Chair
CNAS Executive Committee