

July 29, 2008

TA-SETC
PC# 7-29-08

TA-CSU
BC 7-29-09

ARTICLE 15

EMPLOYEE RIGHTS

- 15.1 An employee may request in writing of the appropriate administrator assignment to a particular set of duties he/she wishes to perform. These duties must be consistent with the employee's classification. The appropriate administrator shall respond in writing to such requests.
- 15.2 An employee may request in writing a meeting with appropriate administrator to discuss a position description, reassignment, work assignment, or workloads. Such a meeting shall not be unreasonably denied.
- 15.3 Employees shall have the right to use campus telephones in emergency situations. Employees will pay for long-distance calls.
- 15.4 An employee shall be entitled to payroll deductions for insurance premiums according to the procedures determined by the CSU and the State Controller.
- 15.5 Bargaining unit employees shall be provided with keys determined necessary by the CSU and with identification badges or cards. If a campus establishes a fee schedule for replacing such property if it has been lost, stolen, or damaged, employees shall be charged such fees if the loss, theft, or damage was due to their negligence or unauthorized use.

Investigatory Interviews (Weingarten Rights)

- 15.6 Upon his/her request, an employee may be represented by the Union or representative of his/her choosing at an investigatory interview if the employee reasonably believes that disciplinary action may result.

Due Process Rights (Skelly Review Rights)

- 15.7 A permanent employee shall have the right to a Skelly review, either orally or in writing, consistent with Skelly v. State Personnel Board and any subsequent decisions, prior to the imposition of formal disciplinary action under Education Code Section 89535 (suspension without pay, involuntary demotion, or dismissal). The employee may be represented at the hearing by a union representative or one person of the employee's choosing. The Skelly review right does not apply to "corrective action" or "informal discipline" unless attached to the notice of disciplinary action, nor does it apply to probationary employees rejected during probation.

State Personnel Board Rights (Education Code 89539)

- 15.8 Any employee dismissed, suspended, or demoted for cause may request a hearing by the State Personnel Board by filing a request, in writing, with the board within 30 days of being served with the notice.

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| Confidentiality of Employee Records

| 15.79 The CSU shall maintain the confidentiality of employee records maintained by the University pursuant to state and federal laws.