

**DEPARTMENT CHAIRS' BAG LUNCH: CONFLICT MANAGEMENT
RESOURCE LIST**

March 7, 2019

Your Dean's Office: First stop for assistance is your dean's office

Academic & Staff Assistance Program (ASAP)

Davis: Rob Starkey, Director; rstarkey@ucdavis.edu

112 A Street, Davis – (530)752-2727

Sacramento: Carol Kirshnit, Director; cekirshnit@ucdavis.edu

Ticon III, Room 2100, 2730 Stockton Blvd., Sacramento -- (916) 734-2727

<https://www.hr.ucdavis.edu/departments/asap>

Offers confidential, cost-free assessment, intervention, consultation and referral services to all UCD/UCDMC faculty, staff and their immediate families.

Academic Affairs - Office of the Vice Provost

Lisa Brodkey, Director, Faculty Relations and Development, labrodkey@ucdavis.edu

2nd floor, Mrak Hall – (530) 752-7643

Provides advice and consultation to deans' offices and departments/chairs on issues related to minimizing conflicts involving academic appointees. Delivers training in areas of academic personnel management, including customized workshops.

Danny Gray, Director, Academic Employment and Labor Relations, dgray@ucdavis.edu

2nd floor, Mrak Hall – (530) 752-2090

Coordinates and manages faculty misconduct allegations and investigations. Provides support on matters involving represented academic appointees and other academic labor relations issues.

<http://academicaffairs.ucdavis.edu/index.html>

<http://academicaffairs.ucdavis.edu/resources/deans-chairs/handbook/index.html>

Compliance Office

Wendi Delmendo, Chief Compliance Officer/Title IX Officer/ADA Officer

(530) 752-9466, wjdelmendo@ucdavis.edu

<http://compliance.ucdavis.edu/index.html>

Provides guidance on issues related to ADA and Title IX compliance and whistleblower retaliation.

Disability Management Services (DMS)

Fredna Karneges, Manager

Davis: (530) 752-6019

Sacramento: (916) 734-3553

<https://hr.ucdavis.edu/departments/elr/dms>

Provides technical assistance and consultation to supervisors and managers on all aspects of disability management, compliance, and reasonable accommodation.

Employee and Labor Relations, Human Resources (E&LR)

Davis: (530) 754-8892

Sacramento: (916) 734-3362

<https://www.hr.ucdavis.edu/departments/elr>

Provides guidance to managers, supervisors and employees on staff Human Resources issues, including interpretation of policies and procedures and non-academic collective bargaining agreements.

Harassment & Discrimination Assistance and Prevention Program (HDAPP)

Daneshia Nichols, Director, dnnichols@ucdavis.edu

Davis: (530) 747-3864// Anonymous Call Line (530) 747-3865

Sacramento: (916) 734-3417// Anonymous Call Line (916) 734-2255

<http://hdapp.ucdavis.edu/>

Prevents harassment and discrimination by educating the campus community about these issues; assists individuals and campus units to resolve conflicts related to sexual harassment, discrimination, sexual violence, hate and bias; and serves as the central office for reporting/maintaining records of these complaints.

Office of the Ombuds

Dana Hinojosa, Interim Director – dshinojosa@ucdavis.edu

Davis: Surge IV, TB 203, Suite 409, (530) 754-7233

Sacramento: 2315 Stockton Blvd., Room 1519, (530) 754-7233

<http://ombuds.ucdavis.edu/index.html>

Confidential, independent, impartial, and informal problem-solving and conflict management resource for all members of the UC Davis and UC Davis Health campus communities.

Office of Research

Research Compliance and Integrity

Craig Allison, Director -- (530) 752-2454, ccallison@ucdavis.edu

<https://research.ucdavis.edu/>

Oversight and administrative support regarding research misconduct, research ethics, financial disclosures, export control, human tissue and specimens, stem cell research, boating/diving safety, etc.

Institutional Review Board (IRB) Administration

<http://research.ucdavis.edu/policiescompliance/irb-admin>

Cindy Gates, Director -- (916) 703-9154, cmgates@ucdavis.edu

Human subjects in research

Student Issues

Office of Student Support and Judicial Affairs (OSSJA) <http://sja.ucdavis.edu/>

Don Dudley, Director; (530) 752-1128, djdudley@ucdavis.edu

Supports the University's educational mission by upholding standards of academic honesty and responsible behavior, promoting student development, and by assisting students in need.

Student Disability Center (SDC) <http://sdc.ucdavis.edu/>

Jennifer Billeci, Director; (530) 752-3184, sdcc@ucdavis.edu

Campus unit designated to receive requests for accommodation, approve services, and coordinate support for students with disabilities to ensure equal access to the University's educational programs

Student Health and Counseling Services (SHCS) <https://shcs.ucdavis.edu/counseling-services>

(530) 752-2349 (student appointments) // (530) 752-2351 (faculty consultation) // 219 North Hall

Confidential, cost-sensitive physical and mental health services for students

Students of Concern Response Team (530) 752-1128, Campus Police (752-1230), Student Support and Judicial Affairs (752-1128), or Student Health and Counseling Services (752-2351).

Reviews behavioral incidents to ensure a systematic response to students whose behavior may be disruptive or harmful to themselves or the UC Davis community.

Workplace Violence Prevention Committee

Chair: Stephen Green, Executive Director, Employee & Labor Relations, (530) 754-8935

<https://www.hr.ucdavis.edu/departments/elr/workplace-violence>

Evaluates issues and coordinates responses in cases of non-emergency workplace intimidation, threat of violence or act of violence.

POLICIES

APM 015, Faculty Code of Conduct

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-015.pdf

Outlines the rights and responsibilities of faculty, including standards of conduct and examples of unacceptable conduct. Faculty, staff and students may file complaints of alleged misconduct.

APM 016, University Policy on Faculty Conduct and the Administration of Discipline

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-016.pdf

Outlines the disciplinary process and forms of discipline, and the authority for administering discipline.

APM 140, Non-Senate Academic Appointees/Grievances

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-140.pdf

Provides non-Senate academic appointees the opportunity to present grievances.

APM 150, Non-Senate Academics Disciplinary Process

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-150.pdf

Provides the standards and procedures for instituting corrective action or dismissal of non-Senate academic appointees.

APM 025, Conflict of Commitment and Outside Activities of Faculty Members

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-025-07-01.pdf

Provides guidance for the identification and management of outside professional activities in order to avoid conflicts of commitment, while assuring that faculty subject to this policy may engage in a wide array of outside activities without unnecessary limitations.

APM 671, Conflict of Commitment and Outside Activities - HSCP

http://www.ucop.edu/academic-personnel-programs/_files/apm/apm-671.pdf

Provides guidance for identification and management of outside professional activities of faculty members and HSCP Plan members in order to avoid conflicts of commitment while assuring that faculty may engage in a wide array of outside activities without necessary limitations.

APM 075, Termination for Incompetent Performance

https://www.ucop.edu/academic-personnel-programs/_files/apm/apm-075.pdf

Articulates the conditions under which faculty with tenure or with Security of Employment (SOE) may be terminated for incompetent performance. Specifies the standards for determination of incompetent performance; and the procedure to terminate a tenured professor for incompetence.

APM 035, Affirmative Action and Nondiscrimination in Employment

<http://www.ucop.edu/academic-personnel-programs/files/apm/apm-035.pdf>

Addresses non-discrimination (including retaliation and sexual harassment) in academic employment. States the University's commitment to apply every good faith effort to achieve prompt and full utilization of minorities and women in all segments of its workforce where deficiencies exist. These efforts conform to all current legal and regulatory requirements and are consistent with University standards of quality and excellence.

University of California Policy on Sexual Harassment and Sexual Violence

<https://policy.ucop.edu/doc/4000385/SVSH>

Addresses the University of California's responsibilities and procedures related to Prohibited Conduct in order to ensure an equitable and inclusive education and employment environment free of sexual violence and sexual harassment. The Policy defines conduct prohibited by the University of California and explains the administrative procedures the University uses to resolve reports of Prohibited Conduct.

PPM 400-20, Sexual Harassment and Sexual Violence

<http://manuals.ucdavis.edu/ppm/400/400-20.pdf>

Provides guidance to those who believe they have been subject to sexual violence or sexual harassment, or have been accused of sexual violence or sexual harassment, as defined by the UC Policy on Sexual Violence and Sexual Harassment, and describes the University's actions to address those complaints through administrative channels. This policy supplements the UC Policy on Sexual Violence and Sexual Violence.

PPM 380-17, Improper Governmental Activities (Whistleblower and Retaliation policy)

<http://manuals.ucdavis.edu/PPM/380/380-17.pdf>

Outlines policy and procedure regarding (1) the reporting of improper governmental activities and (2) protection against interference with, and retaliation for, reporting such activities. This section also implements the process for reporting misuse of university resources.

APM 520 Employment of Near Relatives

<https://www.ucop.edu/academic-personnel-programs/files/apm/apm-520.pdf>

PPM 380-13, Near Relatives and Consensual Relationships

<https://ucdavispolicy.ellucid.com/documents/view/547/567/>

Describe the policies and procedures to manage employment of near relatives within the same division, department, program, or unit; and consensual relationships between members of the University community. "Near relatives" includes individuals residing within the same household as the employee.

Employee Contracts – grievance processes vary by bargaining unit

<https://www.hr.ucdavis.edu/departments/elr/contracts-policies>