

present witnesses and give evidence. WITHIN 15 DAYS FOLLOWING THE CONCLUSION OF THE CONFERENCE, THE WRITTEN DECISION SHALL BE RENDERED TO THE EMPLOYEE. In the case of appeals from charges pending removal, the department head or chairman OR DESIGNEE may request through appropriate channels the Attorney General's representative to the University to serve as counsel. [After completion of the hearing, or in] IN case no hearing is timely requested, the Campus Director of Personnel shall act upon the charges or order such other actions as are indicated by the findings in the case. If a hearing is timely requested and the removal is upheld, [steps four and five] STEP THREE of the grievance procedure shall be available to the removed individual. THE APPEAL SHALL BE SUBMITTED WITHIN 10 DAYS AFTER RECEIPT OF THE WRITTEN UNIVERSITY DECISION.

(b) Within 5 days, an employee who is [recommended for] NOTIFIED OF demotion may file a written answer with the [Chancellor] PRESIDENT or [his] THE PRESIDENT'S designated representative and request an investigation of the [proposed] demotion. WITHIN 20 DAYS, IF POSSIBLE, AFTER RECEIPT, THE PRESIDENT OR THE PRESIDENT'S DESIGNATED REPRESENTATIVE SHALL INVESTIGATE THE DEMOTION AND GIVE THE EMPLOYEE AN OPPORTUNITY TO BE HEARD. [The Campus Director of Personnel may upon his own initiative, and shall upon the request of the employee concerned, within 20 days begin and complete an investigation of the proposed demotion to determine whether it is justified and for the good of the service. After such investigation or upon the expiration of the 5 days, if a petition is not received from the employee and the Campus Director of Personnel considers an investigation unnecessary, the Campus Director of Personnel shall forthwith approve or disapprove the recommendation of the department head or chairman and notify the department head or chairman and employee of his action.] WITHIN 15 DAYS FOLLOWING THE CONCLUSION OF THE INVESTIGATION, THE WRITTEN DECISION SHALL BE RENDERED TO THE EMPLOYEE. If an investigation is timely requested and the demotion is upheld, [steps four and five] STEP THREE of the grievance procedure [are] IS available to the demoted employee. THE APPEAL SHALL BE SUBMITTED WITHIN 10 DAYS AFTER RECEIPT OF THE WRITTEN UNIVERSITY DECISION.

(c) (1) Rejection on Original Probation. Within 5 days of the notice of rejection, an employee who is rejected on original probation may file a written request with the [Chancellor] PRESIDENT or [his] THE PRESIDENT'S designated representative for a hearing. [at step three of the grievance procedure.] WITHIN 20 DAYS, IF POSSIBLE, AFTER RECEIPT, THE PRESIDENT OR THE PRESIDENT'S DESIGNATED REPRESENTATIVE SHALL CONDUCT A HEARING. WITHIN 15 DAYS FOLLOWING THE CONCLUSION OF THE HEARING, THE WRITTEN DECISION SHALL BE RENDERED TO THE EMPLOYEE. If the hearing is timely requested and the rejection is upheld, [steps four and five] STEP THREE of the grievance procedure [are] IS available. THE APPEAL SHALL BE SUBMITTED WITHIN 10 DAYS AFTER RECEIPT OF THE WRITTEN UNIVERSITY DECISION. Rejection for cause is not required in the case of an employee rejected on original probation.