

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. 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, 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 notified of demotion may file a written answer with the [President] CHANCELLOR or the [President's] CHANCELLOR'S designated representative and request an investigation of the demotion. Within 20 days, if possible, after receipt, the [President] CHANCELLOR or the [President's] CHANCELLOR'S designated representative shall investigate the demotion and give the employee an opportunity to be heard. 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, step three of the grievance procedure 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 [President] CHANCELLOR or the [President's] CHANCELLOR'S designated representative for a hearing. Within 20 days, if possible, after receipt, the [President] CHANCELLOR or the [President's] CHANCELLOR'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, step three of the grievance procedure 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.

(2) Rejection on Promotional, Transfer, or Horizontal Change Probation. Within 5 days of receipt of the recommendation of the department head or chairman to reject, an employee who is promoted and then rejected within the probationary period for the new class and for whom a vacancy in the former class is not available may file an answer with the [President] CHANCELLOR or the [President's] CHANCELLOR'S designated representative and request an investigation of the proposed rejection. Within 20 days, if possible, after receipt, the [President] CHANCELLOR or the [President's] CHANCELLOR'S designated representative shall investigate the proposed rejection. The same rule applies to an employee who has completed a probationary period in one