

May 23, 2005

DEANS, DIRECTORS, DEPARTMENT CHAIRS & ADMINISTRATIVE OFFICERS

**Communication for Managers and Supervisors re: UPTE Strike
(May 26, 2005)**

As you may know, UPTE, the union representing staff research support and technical employees, has notified the University of its intent to hold a one-day strike on Thursday, May 26, 2005. The University has also received a letter from CUE, the union representing clerical employees, indicating its intent to honor the UPTE picket lines. We have general information that other unions may support this planned action by UPTE.

For your information, the University believes that the planned UPTE strike violates the state's labor laws, as the parties have not yet completed the negotiation process including impasse, mediation and fact-finding. At this time, the University and UPTE are still holding negotiation sessions. The University believes UPTE has failed to bargain in good faith and has advised the various unions of its position in this matter.

Employee Activities in Support of the Strike

University employees enjoy certain legal protections for activities on non-work time, such as informational picketing, leafleting, or demonstrating. The University stands behind free speech and the rights of employees to engage in activity protected by HEERA, but will not accept behaviors that interfere with the work of the University.

If you are aware of your employees' activities with respect to missing work, you may be asked to share this information with the Labor Relations Office. Your contribution, however, will primarily be to communicate to employees your expectations regarding absences during the UPTE strike.

Employee Absences During the Strike

Please be aware that employees who do not already have prior approval to be off work (e.g., vacation, comp time off, etc.) are expected to notify their department prior to their scheduled starting time in accordance with departmental procedures if they are not planning to be at work. Failure to properly notify and receive approval for an absence results in that absence being considered unauthorized. If an employee calls in on the day of the UPTE strike (May 26, 2005) and requests sick leave, departments should require that employees provide a doctor's note upon return to work. If a doctor's note is not provided, the absence will not be approved and the employee will not be able to use sick leave or be paid for the day. It is important for employees to understand that unapproved/unauthorized absences may be grounds for disciplinary action.

Management Communications

We recommend that you communicate your expectations regarding absences to employees prior to May 26. Managers/supervisors may ask employees if they plan to come to work on May 26 for the purposes of determining staffing needs. However, managers/supervisors should not survey or communicate with employees concerning their intention to participate or not participate in a strike.

If you have any questions, please contact Labor Relations in Campus Human Resources at (310) 794-0860 or Healthcare Human Resources at (310) 794-0500. For more information, please visit the Updates and News section of the CHR website at http://www.chr.ucla.edu/chr/updatesnews_chr.html.

Lubbe Levin

Assistant Vice Chancellor
Campus Human Resources

Mark A. Speare

Senior Associate Director
Healthcare Human Resources and
Patient Relations