



1111 Franklin Street
Oakland, California 94607-5200
Phone: (510) 987-9074
Fax: (510) 987-9086
<http://www.ucop.edu>

July 26, 2016

CHANCELLORS

LAWRENCE BERKELEY NATIONAL LABORATORY DIRECTOR

MEDICAL CENTER CHIEF EXECUTIVE OFFICERS

VICE PRESIDENT—AGRICULTURE AND NATURAL RESOURCES

Dear Colleagues:

While I consider the University of California to be a leader for its treatment of employees and for cultivating a positive working environment, I recognize the unfortunate reality that bullying and other abusive behaviors occur in every workplace. In my regular meetings and interactions with staff, Council of University of California Staff Assemblies (CUCSA) leadership and members of the CUCSA delegation, and the Staff Advisors to The Regents, finding ways to improve the working climate for staff has been a consistent theme. To help advance this important issue, I formed a working group to aid me in my development of Presidential Guidance with regard to abusive behavior and bullying of staff earlier this year. They have been hard at work over the past few months and recently submitted a report and recommendations to me on this matter. I am including their report as an attachment to this message.

I would like to make clear to you and to those at all of our locations that all UC community members are expected to behave in ways that support the University's Principles of Community and Regents Policy 1111 (Statement of Ethical Values and Standards of Ethical Conduct), which state that UC is committed to treating each member of the University community with respect and dignity. The University does not tolerate abusive conduct or bullying. Such behaviors are inconsistent with the values of the University and should be addressed directly and comprehensively, whereby staff at all levels found to be engaging in abusive conduct should be held accountable, and no member of the University community will be retaliated against for reporting bullying in good faith.

UC has a number of current policies that could be used to address bullying, but there is some confusion among employees about what bullying is and how to address it. Consistent with the recommendations, I would like to start by moving us towards a systemwide definition of bullying and abusive conduct. Fortunately, the State legislature helped lead the way on the formulation of such language and I believe it suits the purposes of the University, as well. Assembly Bill 2053, which requires training on the prevention of abusive conduct, defines abusive conduct as "conduct of an employer or employee in the

Chancellors et al.
July 26, 2016
Page 2

workplace, with malice, that a reasonable person would find hostile, offensive, and unrelated to an employer's legitimate business interests."

Abusive conduct may include repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets, verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, or the gratuitous sabotage or undermining of a person's work performance. A single act shall not constitute abusive conduct, unless especially severe and egregious.

In addition to clarifying policies regarding bullying, I feel it is vitally important that we provide clear guidance about best practices with regard to bullying prevention, the identification of abusive conduct in the workplace, and the resources available to staff when such incidents arise. You will note that in the working group's report, these resources have been mapped, and it is crucial that these resources are accessible and visible to staff.

I ask that you ensure the attached Presidential Guidance is distributed broadly and that in your communication to the campuses, you not only highlight the efforts being undertaken systemwide, but also the specific campus-based resources available to your staff on this matter.

Please be in touch with Executive Vice President Rachael Nava or Vice President Dwaine Duckett if you have any questions or comments about this Presidential Guidance. Thank you for your commitment to address the important issue of abusive conduct and bullying of staff, and to cultivate a climate of collegiality and care that befits the University of California.

Yours very truly,



Janet Napolitano
President

Enclosures

cc: Executive Vice President Nava
Vice President Duckett