Complaint Received via: Complaint Form
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Report Submitted On: 02/05/2024

Summary Conclusion: We conclude that the investigation has unveiled a pattern of unprofessional conduct and communication breakdowns throughout the entire AAVP office. Remedial actions include new communication guidelines, the termination of the subject of complaint of the AAVP office, and an oversight order involving SAG representatives attending future AAVP meetings as observers. These recommended actions are crucial for rectifying existing issues, fostering positive workplace dynamics, and upholding the integrity of the AAVP office.

Under Article 9, Section 3(a)(6) and Section 3(c)(4) of the Constitution of ASUCI, the Office of the Student Advocate General has the authority to “investigate charges of violations of the ASUCI governing documents committed by officials in other branches of ASUCI” and allows the Internal Student Advocate General “To conduct audits of ASUCI offices suspected of violation of ASUCI, UC, or UCI policies, in particular those pertaining to student rights.” It was within that authority that an investigation report was compiled and submitted. Due to the nature of this complaint, we cannot publish any further information. Please contact internalsag@asuci.uci.edu or advocategeneral@asuci.uci.edu for any questions or concerns.

Note: Please note that due to potential privacy and FERPA implications, we are unable to release any further information other than what is contained in this summary.
I. Introduction

This report addresses a complaint filed by a member of the Academic Affairs Vice President Office, against another member of the office. The grievance, outlined in a series of documented incidents, highlights concerns related to professional conduct, communication, and team dynamics. We would like to emphasize that the main objective of the investigation was to assess the validity of the allegations made by the complainant. Therefore, we recommend the following courses of action.

II. Recommended Course(s) of Action

1. After careful review of the circumstances and facts surrounding this reported incident, the ISAG with the agreement of the DISAGs would like to recommend the immediate termination of the individual that the complaint was filed against.

2. We strongly recommend the Student Advocate General to order all paid-staff of The Office of the Academic Affairs Vice President to receive mandatory training. This training initiative is proposed to be seamlessly integrated into weekly meetings, providing a recurring platform for comprehensive insights into the code of ethics, constitution, and bylaws governing the operations of the office. Additionally, the training sessions will serve to enlighten members on their individual rights and responsibilities within their respective roles. The recommended duration for this training program spans the entirety of an academic quarter. This deliberate approach aims to foster a sustained and ingrained understanding of the ethical standards and operational guidelines, thereby contributing to the cultivation of a more professional, supportive, and collaborative environment within The Office of the Academic Affairs Vice President.

3. As this incident involves a significant amount of miscommunication, it is strongly recommended to undertake a comprehensive overhaul of the communication guidelines within the Office of Academic Affairs Vice President. This revision should encompass a reassessment of the existing 24-hour response policy, delineation of appropriate channels and platforms for work-related communication, and delineation of permissible behaviors within the office environment. Additionally, emphasis should be placed on maintaining confidentiality, upholding ethical standards, and adhering to a code of conduct that aligns with the overarching values of the Academic Affairs Vice President's office. Furthermore, the revised communication guidelines should address the balance between personal and professional matters within the workplace. Clear protocols should be established to ensure that personal information is handled with discretion, and team members are encouraged to maintain a professional focus during work-related interactions.

4. To ensure and prevent future incidents of similar conflicts within the AAVP Office, we strongly recommend an oversight order for the Office of the Academic Affairs Vice President. We recommend the Student Advocate General to order the Academic Affairs Vice President to have representatives from the SAG Office to be present for three all-AAVP weekly future meetings only in the capacity as an observer and not an advisor. The observers shall be assigned to be present by the SAG or ISAG. Observer(s) at the meeting shall be required to take notes and report significant details of interactions that may pose a risk of maintaining a professional work
environment and highlighting interactions that may escalate or create tension. When finished observing, the observer(s) are to provide constructive feedback to the SGSM Executive Director and the AAVP of the interpretations from the observers on what can be improved and what can be added to reach toward a goal of overall positive office environment. When observers report positive findings and report significant changes of improvement, the SAG and ISAG will determine whether or not the observers are still required to be present.

III. Conclusion

It is our hope that with these recommendations and more transparent office policies, our offices will continue to remain productive, inclusive, and safe work spaces. As required by the Constitution, a copy of the complete investigation report was submitted to the Judicial Board on 02/04/2024.

Kalilla Soeweno
Internal Student Advocate General - ASUCI
Date: February 6, 2024

Shreyas Vasist Chandramouli
Student Advocate General - ASUCI
Date: February 6, 2024