



Miami Dade College

North Campus

February 29, 2016

To: Randel Carr
From: Fermin Vazquez *FV*

Subject: Verbal Counseling

This document memorializes the issues related to your professional performance which we discussed on February 11, 2016.

On February 2, 2016 an employee from the [REDACTED] Department complained about an interaction she had with you on that day. It was alleged that the employee brought leftover food to your area from a College event held earlier in the day. She alleges you became upset when she did not bring any of the meat (chicken) for your staff. She indicated she went back, returned with some chicken and you said: "This is all you brought me?" She claims she replied "that's all we had because I have to divide it with media services," and that you responded: "I don't give a F*** about media services, I have more people to feed. I don't care about media services". She then stated that she took the plate of chicken and you grabbed her right wrist and pushed her out of the office. At that time she said: "you don't know me, don't put your hands on me." It is my understanding that the next day you were approached by her supervisor, were advised that the employee was upset and you proceeded to apologize to the employee. During the apology you stated that your behavior was unprofessional and it would never happen again.

On February 11, 2016 Susan Diaz (Employee Relations Officer) came to our offices and met with you regarding the above incident. During that conversation you stated that you did not recall grabbing her wrist or using foul language. Ms. Diaz and I reminded you of MDC's policy of no retaliation since federal law protects the employee from retaliation when he/she reports to their boss or to an outside body, workplace discrimination or harassment. If the employee made the claim in good faith, he/she is protected even if the claim turns out to be untrue. We also discussed the importance of professionalism in the workplace.

It is my expectation that you will do the following:

- Conduct yourself in a professional manner at all times with all employees
- Set the example and provide guidance to the staff regarding a respectful work environment
- Avoid publicly discussing the above allegation
- Do not share information about the event with any other managers or subordinates
- Be mindful not to isolate the employee who complained
- Avoid reactive behavior such as denying the employee information/equipment/benefits provided to others performing similar duties
- Do not threaten the employee, witnesses or anyone else involved in the processing of a complaint

Feel free to meet with me if you have any concerns or questions regarding the above information. You may also address questions you have to the Office of Employee Relations to the attention of Susan Diaz at extension 7-0217.

Thank you.