January 17, 2020


Dear Counsel:

The University of California, through the Office of the General Counsel, is recruiting for defense attorneys specializing in employment litigation to join its Employment Practices Liability Panel. This recruitment is in conjunction with Office of the President – Risk Services, and its third party administrator, Sedgwick CMS.

Defense counsel selected for the panel will defend the University in lawsuits involving employment related claims across the UC System, which includes ten campuses and five medical centers statewide. Employment related claims exposure is covered by the University’s General Liability Self-Insurance Program and generally includes claims of wrongful termination, unlawful discrimination, harassment and retaliation arising out of employment with the University. Labor disputes, union grievances, and arbitrations are not covered by University’s Self Insured Program; as such, this type of work is not part of the work ordinarily performed by panel counsel.

The University is looking for firms that can carry out, in a cost-effective manner, the University’s philosophy of promptly and fairly resolving all meritorious cases and litigating to the fullest all non-meritorious cases.

The University will pay close attention to the hourly rates proposed by each firm. Although prior public entity experience is not a prerequisite, the University requires firms to provide legal services at public entity rates. The proven ability to successfully try employment cases and a successful record of early dispositive motions are also important criteria.

Consistent with the University’s core mission, which is to serve the interests of the people of California, all qualified firms, including those who support and reflect the University’s goal of diversity, are encouraged to apply.

Application materials are available at www.ucop.edu/general-counsel. All applicant questionnaires must be submitted via email to ogc-epl-resumes@spmail.ucop.edu and received no later than 5:00 p.m. on February 21, 2020.
The selection committee will hold two rounds of interviews April 6-15, 2020 and May 11-19, 2020 for candidate firms that are selected to advance through the interview process. Please be aware of these timeframes for future planning purposes.

Once received, the applications will be closely reviewed by representatives of the offices and departments identified above, and firms will be selected for interviews. If your firm is chosen for interviews, you will be contacted for additional materials and to schedule interviews.

Thank you in advance for your interest in representing the University of California. We look forward to receiving your application. Please feel free to forward this letter to counsel who you may believe would also be interested in this opportunity.

Please address any questions you may have to OGC.EPLdefense.resumes@ucop.edu

Very truly yours,

Valerie C. Shelton  
Senior Counsel – Litigation Labor & Employment  
Office of General Counsel  
The Regents of the University of California  
1111 Franklin Street, 8th Floor  
Oakland, California  94607-5200

Harpreet Chahal  
Senior Counsel – Litigation Labor & Employment  
Office of General Counsel  
The Regents of the University of California  
1111 Franklin Street, 8th Floor  
Oakland, California  94607-5200