



**association of university and college employees**

January 3, 1985

Dear Member:

Re: Enclosed Questionnaires

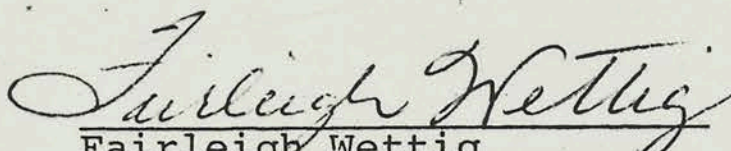
You and your co-workers in Financial Services have been asked to complete and return two questionnaires on the subject of Flex Time. While some of the questions are duplicated we would ask that you fill in both questionnaires as they will be assessed separately and the statistical data obtained from each one will be utilized in different ways.

You will notice that one of the questionnaires pertains directly to your arbitration case which will commence later this month. It is essential that we receive a response from each member of Financial Services - if we are to successfully defend this case. As each questionnaire is returned, we will mark your name off our list, if we do not receive a response from some members, it will be necessary for us to arrange for a personal interview. It is our hope that with a department as large as Financial Services, the bulk of the information we require can be obtained with the help of the questions listed on the attached sheets and thus we would encourage and respectfully request that each of you spend a few minutes and answer each question as completely as possible.

Should you require any additional information please feel free to contact the Union office. Should you encounter any difficulty in returning the questionnaires by the dates specified, please call us and we will arrange to pick them up or to be in the office at a time convenient to you to bring it in person.

Thank you for your continued support and patience. It is our hope that we will be successful on your behalf during the arbitration.

Sincerest Best Wishes  
for the New Year!

  
Fairleigh Wettig  
President/Union Organizer





association of university and college employees

Dear Member,

Re: Flexible Work Week

The Union will undertake two arbitrations, in the new year, on the issue of loss of Flexible Work Week. These two cases could have broad implications for all members who currently enjoy the modified schedule. We need your assistance in an effort to preserve this benefit and we therefore ask that each of you fill in the following questionnaire, even if you do not work a flexible work week. Please answer all questions and return this sheet to the Union Office (via campus mail) no later than January 18, 1985. Your assistance in this matter is greatly appreciated.

Sincerely,

*Fairleigh Wettig*  
Fairleigh Wettig  
President

PLEASE USE THE REVERSE SIDE IF ADDITIONAL SPACE IS REQUIRED!

1. Where do you currently work and what form of work week is available to you? \_\_\_\_\_
2. Is your present department engaged in public service? Yes \_\_\_\_\_ No \_\_\_\_\_
3. In previous jobs within AUCE, have you ever worked flex hours? Please list all locations, approximate dates and the form of week.  
\_\_\_\_\_  
\_\_\_\_\_
4. Of the areas listed in your answer to question 3, which ones were engaged in public service? \_\_\_\_\_
5. Have you ever worked in an area which only permitted flex hours at certain times of the year? (list locations and the periods during the year in which flex time was permitted) \_\_\_\_\_
6. If you answered question 5, could you please elaborate on how the arrangement was worked out with staff members? Did people collectively agree to this arrangement? \_\_\_\_\_
7. Have you ever worked in an area which continued flex time even after layoffs or losses of positions due to attrition? Please indicate location, approximate time frame and circle those areas which engaged in public service. \_\_\_\_\_
8. In all areas in which you work flex time, who in the department scheduled everyone's flex day? An Auce person or a management person? No names please, just location and Auce or management. \_\_\_\_\_
- \*\*9. Have you ever worked in a department which discontinued flex time? Where, when approximately and did Auce staff grieve the loss? If not why? \_\_\_\_\_
- \*\*10. If a grievance was undertaken by staff, what was the outcome? Was it successfully pursued or was it ultimately abandoned? Please give details. \_\_\_\_\_



December 24, 1984

Dear Member:

Re: Flex Time Arbitration  
Financial Services

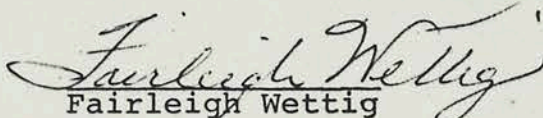
We are writing to you because you are directly or indirectly involved in this arbitration case. The dates for the hearing have been set down for January 22nd - 25th, 1985 and it is imperative that we obtain relevant information from you.

A questionnaire appears at the bottom of this sheet and we would respectfully request that each AUCE member in the Department of Financial Services complete it and return it to us by January 8, 1985. Anyone who will have difficulty in returning it to us by that time can call the Union office (even between the 8th and 21st) and make alternate arrangements.

Please feel assured that all responses will be held in strictest confidence and will not be discussed with co-workers or management. It is essential to our case that we ascertain all relevant facts and feelings before proceeding. Please be as candid as possible in your answers and please avoid answering anything on the basis of third hand knowledge. It is important that we have the facts and a successful response to this questionnaire will eliminate the need to interview each of you separately.

Thank you for your continued support and we hope that we will be successful on your behalf during the arbitration.

Sincerely,

  
Fairleigh Wettig  
President

PLEASE USE THE REVERSE SIDE IF ADDITIONAL SPACE IS REQUIRED!

1. Name (Please Print) \_\_\_\_\_
2. Your current classification \_\_\_\_\_
3. Date that you were initially employed at UBC \_\_\_\_\_
4. How long have you worked in Financial Services? \_\_\_\_\_
5. Which area of the department do you work in? (NOW) \_\_\_\_\_
6. We require at least one individual from each section to be a witness during the hearing, would you be willing to testify? \_\_\_\_\_
7. If the Union were to raise the issue of some sections of Finance being able to remain on flex time and others giving it up, would you be upset? No \_\_\_\_\_ Yes \_\_\_\_\_ Has management, in the past, ever suggested or approached the staff on that possibility? (Give the approximate time frame when such discussions took place if any.) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. To your understanding, why has management discontinued flex time? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Why did you answer #8 the way that you have? Were you part of a meeting in which the issue was discussed? Approximately when and who in management participated? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. When and from whom did you first learn that you would lose your flex time? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11. Who was responsible for scheduling your flex day? Was i an AUCE member who then had it approved by management? \_\_\_\_\_



12. If an emergency arose at work and the department required that you change your scheduled day off, was that worked out amongst staff members without tremendous problems? \_\_\_\_\_
13. Would such scheduling rearrangements be the responsibility of an AUCE member in your department or management? (Please give name) \_\_\_\_\_
14. Prior to discontinuing flex time, did management ever really complain about the flex day system? Was there ever any grumbling of too many Monday and Friday flex days? Or inflexibility on the part of the staff to rearrange days? \_\_\_\_\_
15. Approximately when and from whom did you hear the complaints? \_\_\_\_\_
16. Do you feel confident that management seriously considered any sort of workable compromise to discontinuing flex time? \_\_\_\_\_
17. Why did you answer #16 the way that you did? Were you involved in drafting a compromised schedule? \_\_\_\_\_
18. Management has stated that the return to normal hours will increase the number of employees available to serve the public by 10%. Do you agree that this is factual? If not why? \_\_\_\_\_
19. Briefly describe the functions of your particular section of the Financial Services department; are you engaged in public service? \_\_\_\_\_
20. Is your particular section interdependent upon others in Financial Services and if so how? \_\_\_\_\_
21. Are you personally in support of this grievance and if not why? \_\_\_\_\_