

Association of Administrative and Professional Staff fonds

Compiled by Sung Hee Kim (2003) and Max Steiner (2005)

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University of British Columbia Archives



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Fonds Description

Association of Administrative and Professional Staff fonds. – 1977, 1981, 1986-1995.
1.03 m of textual records.

Administrative History

The Association of Administrative and Professional Staff (AAPS) was founded in October 1977 by members of the Administrative and Professional staff (renamed Management and Professional staff in 1987) group at the University of British Columbia. At first, AAPS was a voluntary association and had 4 representatives on the Liaison Committee which met with senior members of the University to discuss such matters as salaries, benefits and other working conditions until the University cancelled the meetings in 1989. In 1990 an elected committee called the President's Advisory Committee on Management and Professional Staff (PACOMAPS) was established by the President to deal with issues relating to M & P staff. AAPS ran a six member slate who subsequently won election. PACOMAPS became an avenue to maintain a dialogue with the University. AAPS conceived the objective of a voluntary agreement to negotiate terms and conditions of employment and pushed this concept at PACOMAPS for over a year. In May/June 1991, M & P staff voted overwhelmingly in favour of a voluntary agreement to govern their terms and conditions of employment. Before negotiations began, AAPS requested a mandate from M & P staff to represent them; the vote of 1992 was 67.69% in favour. The Framework Agreement defining the relationship between AAPS and the University was finally ratified in May 1995. It is a voluntary agreement under common law that recognizes AAPS as the bargaining agent for all Management and Professional staff of U.B.C.

At present, the Association's purposes are "to promote the welfare of the Associations members employed by the University of British Columbia and the welfare of the University of British Columbia, to act as the bargaining agent of management and professional staff employed by the University of British Columbia, and to govern relations between the management and professional staff and the University through collective bargaining". The Association has an Executive Board composed of President, 1st & 2nd Vice-Presidents, Secretary, Treasurer and Members at Large, 7 committees including Advocacy, Communications, Development & Education, Finance, Membership, Negotiating, and Recruiting, and representatives on several University committees.

Scope and Content

Fonds consists of minutes of meetings, correspondence, reports, meeting notices and agendas, copies of agreements, newsletters, newspaper clippings and printed materials

pertaining to issues and activities with which the Association was involved, and its administration. The records are arranged in seven series: Executive Meetings and Related Materials; Correspondence and Related Materials; Annual General Meetings; Extraordinary General Meetings; Newsletters and Related Materials; External Organizations; Subject Files.

Notes

File list available.

Initial accrual was included with records of the [Sustainable Development Research Institute](#), and transferred to the University Archives in 2003. A second accrual was transferred in 2005.

Further accruals are expected.

Series Descriptions

Executive Meetings and Related Materials. -- 1977, 1986-1995.

23.5 cm of textual records.

Series consists of agendas and minutes generated by the Associations Executive meetings, as well as related reports and correspondence, and the 1977 Association constitution and by-laws.

NOTE: According to the wishes of the donor Executive records Box 1-1/4 and Box 3-5/6, 10-12 are restricted to staff and board of AAPS.

Correspondence and Related Materials. -- 1986-93.

11.5 cm of textual records.

Series consists of correspondence and related materials between the Association and University President and other administration, as well as memos from the University President to the Association and from the Associations president to members. It also includes correspondence with other employee groups on campus and between UBC employee groups and other offices outside the University.

Annual General Meetings. -- 1987-1992.

6.7 cm of textual records.

Series consists of agendas, minutes and reports from the Associations Annual General Meetings, as well as related materials.

Extraordinary General Meetings. -- 1986-87, 1991-95.

1.9 cm of textual records.

Series consists of agendas and minutes of the Association's Extraordinary General Meetings, as well as related correspondence and memos.

Newsletters and Related Materials. -- 1988-2003.

8.9 cm of textual records.

Series consists of the Associations newsletters and related correspondence, newspaper clippings and memos. It also includes the University organizations newsletters and related materials. Series is arranged in two sub-series: Association of Administrative and Professional Staff, and Other Organizations.

External Organizations. -- 1981, 1988-93.

5.5 cm of textual records.

Series consists of copies of agreements, constitution & by-laws, printed materials, newsletters and correspondence pertaining to staff associations and other organizations external to the University.

Subject Files. -- 1977, 1987-2001.

45.3 cm of textual records.

Series consists of correspondence, notices, agendas, memos, reports, copies of agreements and newspaper clippings relating to specific issues and events with which the Association was involved.

File List

Box 1

EXECUTIVE MEETINGS AND RELATED MATERIALS

Note: Restricted access to files 1-4

- 1-1 Executive Minutes, Constitution 1977, 1989-93
- 1-2 Executive Meetings 1986, 1991-93
- 1-3 Executive Board 1990-92
- 1-4 Executive Board 1993-95

[\(continued\)](#)

CORRESPONDENCE AND RELATED MATERIALS

- 1-5 General Correspondence 1987-90
- 1-6 Correspondence and Memos - President, Vice-President Administration and Finance, Vice-President Academic and Provost, Human Resources 1986-1992
- 1-7 Correspondence and Memos - President, Human Resources 1992
- 1-8 Correspondence and Memos - President, Vice-President Academic and Provost, Human Resources 1992-93
- 1-9 General Correspondence - Human Resources 1991-93
- 1-10 Correspondence - Human Resources 1986, 1992-93
- 1-11 Correspondence - UBC Employee Groups 1990, 1992
- 1-12 Correspondence - Faculty Association 1989-92

[\(continued\)](#)

ANNUAL GENERAL MEETINGS

- 1-13 October 1990
- 1-14 October 1991
- 1-15 October 1992

[\(continued\)](#)

EXTRAORDINARY GENERAL MEETINGS

- 1-16 April 1991
- 1-17 November 1991 - Special Vote on Constitution
- 1-18 April 1992

[\(continued\)](#)

NEWSLETTERS AND RELATED MATERIALS

Association of Administrative and Professional Staff

- 1-19 1989-94

Other Organizations

- 1-20 Personnel Services 1988-94
- 1-21 Purchasing Department 1991-93
- 1-22 Faculty Association 1991

[\(continued\)](#)

EXTERNAL ORGANIZATIONS

- 1-23 Other Staff Associations 1989, 1992-93
- 1-24 SFU Administrative and Professional Staff Association 1981, 1988-93
- 1-25 BC Hydro - Benefits 1991
- 1-26 BC Human Resources Management Association 1991-92

SUBJECT FILES

- 1-27 Compensation 1991
- 1-28 Forums 1991-92
- 1-29 Job Evaluation [n.d.]
- 1-30 Retreat April 1992
- 1-31 Retreat November 1992

Box 2

- 2-1 Staff Pension Plan 1989-93
- 2-2 Voluntaries 1991
- 2-3 Voluntary Agreement 1977, 1989-93
- 2-4 Voluntary Agreement - Management Issues Group 1992-94

(continued)

Box 3

EXECUTIVE MEETINGS AND RELATED MATERIALS cont'd

- 3-1 Constitution and Mission Statement 1980's?-95?
- 3-2 Financial Records 1987-88
- 3-3 Budget and Proposals 1989-90
- 3-4 Executive Committee – Financial Reports 1989-90
- 3-5 Executive Board Personnel records 1989-90 [restricted]
- 3-6 Executive Board 1987-89 [restricted]

(continued)

SUBJECT FILES cont'd

- 3-7 President Advisory Council 1999-2000

(continued)

EXTRAORDINARY GENERAL MEETINGS cont'd

- 3-8 November 1986-September 1987
- 3-9 1991-1995

EXECUTIVE MEETINGS AND RELATED MATERIALS cont'd

- 3-10 Executive Meetings – November 1986 - September 1987 [restricted]

- 3-11 Executive Meetings – October 1987 – July 1989 [restricted]
- 3-12 Executive Meetings – August 1989 – August 1990 [restricted]

CORRESPONDENCE cont'd

- 3-13 General Correspondence – 1989-1990

NEWSLETTERS AND RELATED MATERIALS cont'd

Association of Administrative and Professional Staff

- 3-14 Newsletters including reports – 1988-1990
- 3-15 Newsletters 1993-1994
- 3-16 Communications Bulletins 1997-2003

ANNUAL GENERAL MEETINGS cont'd

- 3-17 February and October 1987
- 3-18 October 1988
- 3-19 October 1989
- 3-20 1994-1996
- 3-21 1997
- 3-22 April 1998
- 3-23 October 1998
- 3-24 1999

SUBJECT FILES cont'd

- 3-25 Annual Retreats - April and November 1992
- 3-26 Annual Retreats - January and November 1994
- 3-27 Annual Retreat - 1995
- 3-28 Annual Retreat - 1996
- 3-29 Annual Retreat - 1997
- 3-30 Annual Retreat - 1999
- 3-31 Early Retirement Incentive Program 1997
- 3-32 Compensation 1989

- 3-33 Compensation Committee including Salary Scales 1982-1990
- 3-34 Negotiations – Salaries 1994-1996
- 3-35 Negotiations – Salary Issues 1998-1999
- 3-36 Salary Information 1995-2001
- 3-37 Job Evaluations 1996-1998
- 3-38 Relations with CUPE 2950 – 1992
- 3-39 Membership Records – including Report 1986-1989
- 3-40 Membership Aggregate 1993
- 3-41 AAPS – Representatives 1990
- 3-42 Membership Campaign Reports 1996
- 3-43 Recruitment Committee 1997-1998
- 3-44 Education, Professional Development and Societal Committees 1986-87
- 3-45 Organizational Development 1987
- 3-46 Pensions and Other Issues - Liaison Committee 1986-1990
- 3-47 Strategic Planning Committee 1989
- 3-48 Strategic Planning 1989-1990
- 3-49 Tuition Subsidies Requests and Correspondence 1998-2000
- 3-50 Tuition Subsidies - Applications and Correspondence 2001

Box 4

- 4-1 Organizational Development Committee- Negotiations 1987
- 4-2 Negotiations 1991-1994
- 4-3 Negotiations Committee 1996
- 4-4 Negotiation, Preps, Notes, etc. [n.d.]
- 4-5 Negotiations Seminar October – November 1995
- 4-6 Draft CBA Agreement and Related Correspondence 1991? 1995
- 4-7 Drafts Proposals and Agreements between AAPS and UBC 1995-96
- 4-8 Notes regarding Negotiations 1995-1997
- 4-9 Framework agreement between AAPS and UBC June 28 1996
- 4-10 Negotiations – Meeting with UBC President 1997
- 4-11 Presidents Advisory Committee of Equity 1995-99