

Association of University and College Employees

LOCAL No. 1 (U.B.C.)

Mr. Allen Horner
Anti-Inflation Board
Compensation Branch Ottawa
Rm. 826, 219 Laurier Ave. West
Ottawa, Ontario
K1P 6B1

October 22, 1976

Dear Sir,

Re: The University of British Columbia's Anti-Inflation Board
Submission of August 3, 1976 covering the Non-Professional
Clerical, Office and Library workers' unit on campus.

Pursuant to Mr. R.B. Weir's letter dated September 2, 1976 in which he stated that a detailed review of the above is required by the Compensation Branch; and with reference to the letter sent to you by the University of British Columbia dated September 29, 1976, the Union submits the following brief for your perusal.

The Union feels that there is indeed evidence to substantiate historical relationships between our unit and corresponding units at other Universities in the Province of British Columbia. For the purposes of this submission we have chosen for comparison the clerical units at Simon Fraser University and Capilano College. We have provided statistical data on salaries and percentage increases for the period July 1973 - August 1976 and have made adjustments and comparisons with regard to classification systems within the respective units.

Appendices 1, 2, and 3 indicate the monthly salaries of each of the units for the above mentioned period. You will note that the classification structure of each of the units differs to some degree (ie. the classification 'Clerk IV' exists in both the University of B.C. and Simon Fraser University units whereas in the Capilano College structure the most senior clerical classification is that of a 'Clerk III'). In order to compare the salaries within differing classification schemes, it was necessary to investigate the aggregate qualifications and skills required by each. In consultation with the University of British Columbia we discovered that some of the necessary comparisons had been done previously by their office and we combined these with our own to formulate Appendix 4. Having completed the comparisons we then chose six of the comparable positions and noted the salaries for each; Appendix 5 shows the figures for each unit and the percentage by which they differ from the salaries earned by our unit (University of British Columbia).

We feel that the figures shown in Appendix 5 indicate that the salaries of each of the units have been comparable for many years. Studies done by the University of British Columbia show that the nature of the services rendered by each group are more than similar and entail, in many cases, the same duties.

continued

Association of University and College Employees

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Appendix 6 outlines the percentage gains within each classification over the three year period July 1, 1973 - August 1, 1976. These calculations were done for each of the three units and show that in most instances Simon Fraser University and Capilano College have received increases that have exceeded those received by the University of British Columbia. Further, the August 1976 rates shown for Simon Fraser University and Capilano College are not subject to review by your office as their collective agreements were signed June 4, 1975 and August 26, 1975 *respectively*. Conversely, the lesser rates shown for the University of British Columbia for the same period in time are before you now for review.

~~Simon Fraser University will be in their first year subject to the Anti-Inflation Control Act commencing December 31, 1976. This date signifies the expiration of the contract. Similarly, Capilano College will be in their first year as of October 1st, 1976.~~ Currently, the disparity between our base rates and those of Simon Fraser University and Capilano College ranges. In our Appendix 4 we listed the comparable positions within all three units. These positions are extremely similar and the qualifications required are in many cases the same. However the salaries paid by Simon Fraser University and Capilano College exceed those of their counterparts at the University of British Columbia by 3.2% to 11.8%. *and are not subject to review*

~~As the University of British Columbia is now in their second year subject to the Act, they will fall even further behind. The increase allowed by the Act and the controls as well as those that have been implemented during the past year in the form of pay are being questioned and should be reviewed in some way. If we have not been *respectively* adjusted our unit would likely be unable to ever catch up. We feel that our present rates are easily justified.~~

UNIVERSITY OF BRITISH COLUMBIA

APPENDIX 1

EFFECTIVE DATES & SALARIES

CLASSIFICATION & REGROUPING OF CLASSIFICATION

PAY GRADE

CLASSIFICATION

DATES & SALARIES

PAY GRADE

CLASSIFICATION

DATES & SALARIES

PAY GRADE

PAY GRADE	CLASSIFICATION & REGROUPING OF CLASSIFICATION	EFFECTIVE DATES & SALARIES				CLASSIFICATION	DATES & SALARIES		
		July 1, 72	July 1, 73	Apr. 1, 74	July 1, 74		Apr. 1, 75	Oct. 1, 75	Jan. 1, 76
G3	Clerk 1 Clerk Typist - omitted 1974	\$338-388	408-458	458-508	558-608	633-683	Clerk 1	\$730-830	760-860
G5	Library Assistant 1 Dicta-Typist Data Control Clerk - add. 74	\$353-403	418-468	468-518	568-618	643-693	Lib. Asst. 1 Data Con. Cl. 1	\$770-870	800-900
G7	Steno/Secr. 1 Key Punch Trainee	\$381-436	446-501	496-551	596-651	671-726	Clerk II Lib. Asst. II Key Punch Op. 1 Data Con. Clk. II	\$810-910	840-940
G9	Clerk II	\$404-459	469-524	519-574	619-674	694-749	Steno/Sec. II	\$850-950	880-980
G10	Library Assistant II	\$417-472	482-537	532-587	632-687	707-762	Keypunch Op. II Equipment Op. Jr. Theatre Asst.		
G11	Keypunch Op. 1 Data Control Clerk II	\$437-497	502-562	552-612	652-712	727-787	Clerk III Secretary III Sr. Data Con. Cl. Sr. Key. Oper. Stack Attendant Lib. Asst. III Computer Op. Trn.	\$910-1010	940-1040
G13	Secretary II Stenographer II	\$451-536	516-601	566-651	666-751	741-826	Theatre Asst. Sr. Equipment Op.	\$950-1050	980-1080
G15	Clerk III Keypunch Operator II Library Mail Clerk Asst. Senior Data Control Clerk	\$458-545	523-610	573-660	673-760	748-835	Stack Super. Lib. Asst. IV Sec./Clk. IV Program Asst. Keypunch Super. Sr. Theatre Asst. Buyer	\$1010-1113	1040-1144
G17	Secretary III Stack Attendant	\$488-585	553-650	603-700	703-800	778-875	Lib. Asst. V Asst. Programmer Comp. Operator	\$1091-1198	1122-1232
G19	Senior Keypunch Operator Computer Operator Trainee	\$502-596	567-661	617-711	717-811	792-886	Senior Comp. Op. Senior Buyer	\$1171-1284	1210-1320
G21	Library Assistant III	\$507-601	572-666	622-716	722-816	797-891	Asst. Super. Ops. Chief Comp. Op.	\$1263-1370	1298-1408
G23	Stack Supervisor Library Mail Clerk Program Asst. Secretary IV	\$568-681	635-748	685-798	785-898	860-973			
G25	Library Assistant IV Buyer	\$593-709	663-779	713-829	813-929	888-1004			
G27	Administrative Assistant Clerk IV Keypunch Supervisor	\$599-717	669-787	719-837	819-937	894-1012			
G29	Computer Operator Library Assistant V	\$634-755	707-828	757-878	857-978	932-1053			
G31	Senior Computer Operator Senior Buyer	none existent in 1972	810-949	860-999	960-1099	1035-1174			
G33	Chief Computer Operator Assistant Supervisor Operations	none existent in 1972	873-1012	923-1062	1023-1162	1098-1237			

CAPILANO COLLEGE

EFFECTIVE DATES & SALARIES

CLASSIFICATION

January 1, 1973 January 1, 1974 January 1, 1975 April 1, 1975 Oct 1, 1975 April 1, 1976

PAY GRADE	CLASSIFICATION	January 1, 1973	January 1, 1974	January 1, 1975	April 1, 1975	Oct 1, 1975	April 1, 1976
5	Clerk I Clerk Typist I	\$408-470	478-540	553-615	633-695	723-785	823-885
7	Cashier I Library Assistant I Media Assistant I	\$436-503	506-573	581-648	661-728	751-818	851-918
9	Clerk Typist II Receptionist I	\$470-552	540-622	615-697	695-777	785-867	885-967
11	Cashier Clerk II Library Assistant II Receptionist II	\$503-600	573-670	648-753	728-833	818-923	918-1023
13	Accounting Clerk I Cashier Clerk III Clerk III Secretary I Duplicating Machine Operator	\$552-668	622-738	697-813	777-893	867-983	967-1083
14	Library Assistant III	\$574-697	644-767	719-842	799-922	889-1014	989-1114
16	Chief Stenographer Purchasing Clerk Secretary II	\$628-752	703-842	778-917	858-997	948-1097	1048-1197
17	Accounting Clerk II Payroll Clerk Public Relations Assistant	\$659-788	738-883	813-958	893-1038	983-1142	1083-1242
18	Accounting Clerk III Community Services Assistant Library Assistant IV Secretary III	\$685-822	767-921	842-996	922-1076	1014-1184	1114-1284
21	Senior Library Assistant	\$788-943	883-1056	958-1131	1038-1211	1142-1332	1242-1432
24	Buyer	\$903-1079	1011-1208	1086-1283	1166-1363	1283-1499	1383-1599

CLASSIFICATION

EFFECTIVE DATES & SALARIES

July 1, 1973 July 1, 1974 Nov. 22, 1974 Apr. 1, 1975 Nov. 22, 1975 Apr. 1, 1976 July 22, 1976

PAY GRADE

	July 1, 1973	July 1, 1974	Nov. 22, 1974	Apr. 1, 1975	Nov. 22, 1975	Apr. 1, 1976	July 22, 1976
2 Clerk I Clerk Typist Library Assistant I Typist I	\$410-560	500-650	575-625	675-725	729-783	787-846	850-913
3 Clerk II Clerk Steno I Clerk Typist II Steno I Typist II	\$425-513	515-603	590-678	690-778	745-840	805-907	869-980
4 Duplicating Equipment Operator Library Assistant II Switchboard Operator Technician I Typist III	\$450-560	540-650	615-725	715-825	772-891	834-962	901-1039
5 Clerk III Clerk Steno II Data Conversion Operator I Secretary I Stenographer II	\$493-612	583-702	658-777	758-877	819-947	884-1023	955-1105
6 Computer Operator Trainee Control Clerk Data Conversion Operator II Duplication Equipment Operator II Information Specialist I Library Assistant III Media Research Assistant Secretary II Technician II	\$535-685	625-775	700-845	800-945	864-1021	933-1102	1008-1190
7 Clerk IV Data Conversion Operator III Duplicating Equipment Op. III Events Administrative Assst. Library Assistant IV Pension Assistant Publicity Assistant Statistics Clerk Stores Clerk	\$594-756	684-847	759-922	859-1022	928-1104	1002-1192	1082-1287
8 Computer Operator I Programme Analyst I Technician III Information Specialist II Department Resources Spec.	\$654-832	744-932	819-1007	919-1107	993-1196	1072-1291	1158-1394
9 Technician IV	\$721-856	807-959	882-1134	982-1234	1061-1333	1145-1439	1237-1554
10 Computer Operator II Technician V Programme Analyst II	\$782-1019	876-1141	951-1216	1051-1316	1135-1421	1226-1535	1324-1658

UNIVERSITY OF BRITISH COLUMBIA

SIMON FRASER UNIVERSITY

CAPILANO COLLEGE

COMPARATIVE
GRADE SCALE

Clerk I Clerk Typist	Clerk I Clerk Typist	Clerk I Clerk Typist	CGS 1
Library Assistant I	Library Assistant I	Library Assistant I	CGS 2
Steno/Secretary	Clerk Steno I Clerk Typist II	Clerk Typist II Receptionist I	CGS 3
Clerk II	Clerk II	Cashier Clerk II	CGS 4
Library Assistant II	Library Assistant II	Library Assistant II	CGS 5
Secretary/Steno II	Secretary I/Steno II	Secretary I	CGS 6
Clerk III	Clerk III	Clerk III	CGS 7
Secretary III	Secretary II	Secretary II	CGS 8
Library Assistant III	Library Assistant III	Library Assistant III	CGS 9
Secretary IV	Events Administrative Ast.	Secretary III	CGS 10
Library Assistant IV	Library Assistant IV	Library Assistant IV	CGS 11
Clerk IV	Clerk IV	Accounting Clerk III	CGS 12
Library Assistant V	Technician IV	Sr. Library Assist.	CGS 13
Computer Operator	Computer Operator	No equivalent	CGS 14
Senior Buyer	No equivalent	Buyer	CGS 15
Sr. Computer Operator	Computer Operator II	No equivalent	CGS 16

COMPARATIVE GRADE SCALE & SALARY RANGE

		July 1, /73	Apr. 1, /75	Aug. 1, /76			July 1, /73	Apr. 1 /75	Aug. 1, /76
UBC		\$418.00	\$643.00	\$760.00	UBC		\$ 553.00	\$ 778.00	\$ 940.00
SFU	CGS 2	\$410.00	\$675.00	\$850.00	SFU	CGS 8	\$ 535.00	\$ 800.00	\$1008.00
CAP		\$436.00	\$661.00	\$851.00	CAP		\$ 628.00	\$ 858.00	\$1048.00
UBC		\$446.00	\$671.00	\$800.00	UBC		\$ 635.00	\$ 860.00	\$1040.00
SFU	CGS 3	\$425.00	\$690.00	\$869.00	SFU	CGS 10	\$ 594.00	\$ 859.00	\$1082.00
CAP		\$470.00	\$695.00	\$885.00	CAP		\$ 685.00	\$ 922.00	\$1114.00
UBC		\$469.00	\$694.00	\$840.00	UBC		\$ 707.00	\$ 932.00	\$1122.00
SFU	CGS 4	\$425.00	\$690.00	\$869.00	SFU	CGS 14	\$ 654.00	\$ 919.00	\$1158.00
CAP		\$503.00	\$728.00	\$918.00	CAP		N/A	N/A	N/A
UBC		\$516.00	\$741.00	\$880.00	UBC		\$ 810.00	\$1035.00	\$1210.00
SFU	CGS 6	\$493.00	\$758.00	\$955.00	SFU	CGS 15	N/A	N/A	N/A
CAP		\$552.00	\$777.00	\$967.00	CAP		\$ 903.00	\$1166.00	\$1383.00
UBC		\$523.00	\$748.00	\$940.00	UBC		\$ 810.00	\$1035.00	\$1210.00
SFU	CGS 7	\$493.00	\$758.00	\$955.00	SFU	CGS 16	\$ 782.00	\$1051.00	\$1324.00
CAP		\$552.00	\$777.00	\$967.00	CAP		N/A	N/A	N/A

COMPARATIVE SALARY FIGURES AND PERCENTILE DIFFERENTIALS

Institution	Classification	Effective Dates, Salaries, and Percentile Differentials		
		July 1, 1973	April 1, 1975	August 1, 1976
U.B.C.	CLERK I	\$408.00 (Base mo.)	\$633.00 (Base mo.)	\$760.00 (Base mo.)
Cap. College		\$408.00 (same)	\$633.00 (same)	\$823.00 (+ 8.3%)
S.F.U.		\$410.00 (+ 0.5%)	\$675.00 (+ 6.8%)	\$850.00 (+11.8%)
U.B.C.	LIB. ASST. II	\$482.00 (Base mo.)	\$707.00 (Base mo.)	\$840.00 (Base mo.)
Cap. College		\$503.00 (+ 4.3%)	\$728.00 (+ 2.9%)	\$918.00 (+ 9.2%)
S.F.U.		\$450.00 (- 6.6%)	\$715.00 (+ 1.1%)	\$901.00 (+ 7.2%)
U.B.C.	LIB. ASST. III	\$572.00 (Base mo.)	\$797.00 (Base mo.)	\$940.00 (Base mo.)
Cap. College		\$574.00 (+ 0.3%)	\$799.00 (+ 0.2%)	\$989.00 (+ 5.2%)
S.F.U.		\$535.00 (- 6.9%)	\$800.00 (+ 0.4%)	\$1008.00 (+ 7.2%)
U.B.C.	LIB. ASST. IV	\$663.00 (Base mo.)	\$888.00 (Base mo.)	\$1040.00 (Base mo.)
Cap. College		\$685.00 (+ 3.3%)	\$922.00 (+ 3.8%)	\$1114.00 (+ 7.1%)
S.F.U.		\$594.00 (-10.4%)	\$859.00 (- 3.2%)	\$1082.00 (+ 4.3%)
U.B.C.	CLERK IV	\$669.00 (Base mo.)	\$894.00 (Base mo.)	\$1040.00 (Base mo.)
Cap. College		\$685.00 (+ 2.0%)	\$922.00 (+ 3.1%)	\$1114.00 (+ 7.1%)
S.F.U.		\$594.00 (-11.2%)	\$859.00 (- 3.9%)	\$1082.00 (+ 4.3%)
U.B.C.	LIB. ASST. V	\$707.00 (Base mo.)	\$932.00 (Base mo.)	\$1122.00 (Base mo.)
Cap. College	SR. LIB. ASST.	\$788.00 (+11.4%)	\$1038.00 (+10.2%)	\$1242.00 (+10.6%)
S.F.U.	TECHNICIAN IV	\$721.00 (+ 1.9%)	\$982.00 (+ 5.3%)	\$1237.00 (+10.2%)