

## NOTICE OF MOTION - HOURS OF WORK PROPOSAL

Be it moved that:

Each employee will have an established working shift falling within the hours set out herein: a) Hours of work shall be 32 hours per week consisting of either i) 4 consecutive days, or ii) 5 consecutive days.

b) Maximum hours worked in any one working day shall not exceed 8 hours, which are to be worked between 7:00 am. and 6:00 pm.

c) Each working unit under the guidelines of parts a) and b) shall decide which form of week it will work.

The research to date has indicated that hours of work in most union contracts fall into the 32 to 40 hour per week range. Although there have not been many precedents for a 4 day, 32 hour week, this is the proposal we favor. The University, at least according to current social mythology, is the supposed anvil on which new, experimental, and even daring ideas and concepts are forged.

By initiating discussion on the shorter work week, both in days and in hours, we can start our fellow union members thinking about its implications, particularly in regards to their personal lives. We can both justify and support our proposal, but to negotiate a 32 hour week in our first contract will be difficult. We are confident we can negotiate a shorter work week in hours with flexibility in the number of days worked.

Flexibility and shorter hours are the key points of the proposed motion. Each working unit is to decide the form of week it will work. If problems are encountered with its implementation then we have recourse to our grievance procedure. Within a working unit one can foresee some people working a 4 day week, others a 5-4 schedule, and still others working the regular 5 day week (with fewer hours of course).

### The Modified Work Week

The modified work week has almost run its one year experimental course. It was implemented in three Divisions within the Main Library: a) in Government Publications - a small internal/public service division consisting of 6 supporting staff, b) in L.C. Searching, a part of the Cataloguing Division, consisting of approximately 22 supporting staff, c) in Circulation, a predominantly public services division consisting of approximately 38 supporting staff. These three Divisions were chosen as being representative of the Library System. Each has their particular areas of concern, different procedures, priorities, and pressures. The pattern for the modified work week took two forms: a) 4 day week - 9 hours x 3 days plus 9 1/4 hours x 1 day, b) 4-5 (fortnight plan which ensures a "long" or three day weekend every second week) - 8 hours x 8 days plus 8 1/2 hours x 1 day. There is also the option to work the regular 5 day, 36 1/4 hour week. There are also many variations on the above theme, but for the sake of brevity and clarity they have been omitted. The experiment has succeeded, and we have a solid practical basis for negotiating a modified work week. What follows is a summary of the Report of the Modified Work Week:

"The introduction of the modified work week has not adversely affected Library operations in the three experimental divisions. It has not caused a drop in production, and has not increased controllable turnover. It has not made recruitment more difficult, or made scheduling of staff unduly complex. It has not changed the quality of service or the degree of supervision. There have been no complaints about the modified work week from users. Division heads and staff members participating in the experiment want to continue working on the modified work week, and would like to see it adopted elsewhere within the Library."

The Report itself is not couched in such cautious language, and it amply illustrates the success and popularity of the modified work week. Measurable production, a pivotal point in our argument for a shorter work week, has risen in all three Divisions by a minimum of 10%. Although its implementation was a relatively tame move in the first place, and despite the fact that the present results were predicted when the project was still at the research stage, the modified/flexible work week has been a success. Where we are breaking new ground (in regards to this university) is our desire for a modified/flexible work week composed of fewer hours.

What follows is some of the research which formed the base of the motion:

### Division Reports on Hours of Work



Division I : Three areas of possibilities were suggested:

- a) leave the work week as is - 36 1/4 hours
- b) decrease the work week to 35 hours
- c) decrease the work week to 32 hours

This division wanted to bargain for the right of individual dep'ts. to determine which system should be worked in their dep't. Each dep't. would have a choice of:

- a) working a 4 day week
- b) working 9 days out of every 2 weeks
- c) working flexible hours

Division V : The main discussion centered around negotiating for a 4 day, 32 1/2 hour week.

Division VI : This division was split over the feasibility of instituting a 4 day work week. Those who favored a 4 day week wanted 4 - 9 hour days worked in Monday-Thursday and Tuesday-Friday shifts.

Division IX : The choices of this division were as follows: a) 32 hour week; 4 working days at 8 hours per day.

b) 35 hour week; 5 working days at 7 hours per day.

c) flexible work week

People did not want to extend the work day over 8 hours a day.

Division X : A shorter work week in hours and days is generally desired; i.e., 4 working days at 8 hours per day - 32 hour week

As there are 3 divisions within the Main Library on the modified work week there was a general consensus that the modified work week should at least be retained and extended.

#### Sample of Contracts Researched:

I. CUPE #1302 and Queen's University Library - Normal hours for those employees on regular or standard day shift/work (Monday to Friday) shall be 7 1/4 hours a day and 36 1/4 hours per 5 day week; specific normal hours shall be from 7:00 am. to 6:00 pm.

II. CUPE #728 and School District 36 (Surrey) - Hours of work for all employees except clerical staff shall be 7 1/2 hours per day (37 1/2 hours per week) and "...clerical staff shall not exceed seven (7) hours per day and thirty-two (32) hours per week, Monday to Friday inclusive."

III. CUPE #951 and University of Victoria - 7 hours per day - 35 hour week with normal hours from 8:30 am. to 4:30 pm.

IV. OTEU #15 and UBC - Hours of work are 7 1/4 hours per day between 7:00 am. and 5:00 pm.

V. OTEU and CU&C Health Services Society - Work day consists of 8 1/2 continuous hours, excluding lunch periods, with a work week of 34 hours consisting of 4 consecutive days.

VI. OTEU and National Datacentre Corporation Ltd. - Regular shift will consist of 7 hours worked within 8 hours - 5 days and 35 hours.

VII. SORWUC and Bolton, Rush and Clague - Regular day consists of 7 hours between 9:00 am. and 5:00 pm., Monday to Friday; regular work week consists of 35 hours with one hour paid lunch period every day.

VIII. Hospital Employees Union and Vancouver General Hospital - Hours of work, exclusive of meal times, shall be 37 1/4 hours per week.

IX. B.C Gov't. Employees' Union Local #52 and Okanagan College Council - Hours of work are 7 hours per day, 5 days a week - 35 hour week.