

COMMUNICATIONS COMMITTEE MEETING

Wednesday, April 7, 1976

1:00 p.m. in the Union Office

Present: Judy Todhunter, 5778, Housing
Penny Swanson, 2882, Woodward
Vicki McNeill, 2819, Main Library
Wendy Murphy, 3445, Forestry
Jean Lawrence, 2935, Registrar's
Linda Shelton, 2181, Continuing Educ.
Peggy Smith, 224-5613, Union Office

1. Mailing of newsletter

- before newsletter is mailed out, labels will have to be corrected
- temporary employees should be given the option of having newsletter mailed to their home, because they're never in one place for very long and are therefore hard to keep track of
- mailings should be done externally to other unions, women's organizations in exchange for their publications
- we should have a policy for laid off members - every effort made to keep them in touch with the Union (suggestion from Peggy that Communications Committee with Executive make a recommendation to next general meeting that laid off people have right to be a full Union member, right to sit on committees, and that there be a mailing list established for laid off people (dues paying, of course))

2. Editorial Policy

- we recognize that we are connected with other workers, even though we have special interests and needs as women and clerical workers, and will therefore keep in touch with other worker's struggles
- we recognize that we have a history, that we didn't come out of the blue, and will therefore learn about our history
- our contract is central to our existence - we will have articles in every newsletter explaining two or three clauses
- it is important to get to know each other - we will therefore make an effort to interview each other, find out about different workplaces on campus and different kinds of problems each of us face in those workplaces
- to keep people informed and knowledgeable about functioning of the Union, it is necessary to have reports from all Committees about the work they're doing
- that the law and State have a very vital role in our functioning as a Union, and that we must become aware of how the State controls our functions - we will therefore do articles on labour law, how the State controls our right to strike, collective bargaining, grievance procedure, etc. and why they do it - and the other side of the coin, how we take matters into our own hands, through on the job action, strikes, etc.

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- we recognize that layout is just as important as content of articles (without readable, interesting layout, no one will pay attention to the articles) - we will therefore start a graphic collection, watch out for interesting layout in other publications, experiment with different layout in our own newsletter
- we know there are hidden talents among ourselves and will make an effort to draw people out and get them contributing to the newsletter, personal contact being the most effective way of doing this

(I took some liberty with this section, summarizing (and adding to) discussion that took place - any disagreements should perhaps be worked out at the next meeting - peggy)

3. Judy raised the point of who's going to do the articles.

- union history (Jean, Penny, Wendy & Peggy)
- contract clauses (Judy)
- bulletin board (Linda)
- Judy also raised problem of getting articles from Committees
- it was suggested that perhaps lunch hour meetings could be arranged with committee member and person from Communications Committee for a "brain picking" session

4. Linda asked about work involved. Judy outlined tasks:

- soliciting articles
- writing articles
- making sure people have articles in
- typing articles
- doing layout
- collecting graphics
- and then there would be policy meetings to decide on what goes in next newsletter

- minutes taken and typed by Peggy S.