



**association of university and college employees**

March 3, 1981

Ms. Ann Hunter  
Centre for Continuing Education  
Campus Mail

Dear Ann:

I am in receipt of the memo from Kaye Rumsey to Mr. Langland, Assistant Director for the Centre for Continuing Education, dated February 10th, in which you are notified that your application for reclassification to a Secretary III or Clerk III position has been turned down.

You now have the option of filing a grievance as per Article 31.04(d) of the collective agreement. You also have the option, prior to such action, of appealing the decision of the Reference Committee by requesting to meet with the Appeals Committee. You can direct such a request to the Employee Relations Department.

If you are convinced that your job is in fact misclassified and should you require further assistance or information, please do not hesitate to contact this office.

Yours truly,

Wendy Bice  
Union Co-ordinator  
AUCE Local I