

"UNION" WHAT DOES IT MEAN?



WAGES

An assistant mail clerk in the campus mail room starts at \$629 per month. A Secretary II -- in many cases running an office, composing letters and reports, taking shorthand in several languages -- makes from \$466 to \$551 per month. Is our work really worth that much less than sorting mail? Try to get reclassified. The obstacles Personnel sets up are horrendous. So we stay in the same slots year after year while the work load and responsibility increase. The yearly increase we get is less than the rise in the cost of living in Vancouver. Try going to Personnel with a grievance. At most you will get transferred somewhere else on campus. The same situation is left behind in that office for others to face. We need a voice at U.B.C. But what voice, and how?

staff at U.B.C. With \$7.50 per month dues plus a \$15 initiation fee, one can see that many of the Physical Plant workers are actually losing money. And OTEU achieved **absolutely no benefits** for these secretaries (vacations, working hours, pension, etc.) beyond those U.B.C. staff had anyway.

- OTEU Receptionist (December 1972) \$370 (after one year) \$390
- U.B.C. Clerk I (current range) \$353 - \$403
- OTEU Secretary (December 1972) \$480 - (after one year) \$508
- U.B.C. Secretary II (current range) \$466-\$551
- U.B.C. Secretary III (current range) \$503-\$600

OTEU

The word "union" scares many people -- and with reason. Most Canadian workers are in "international" (American) unions which have removed from Canada an average profit per year of \$11 million from the dues of Canadian workers. These unions are undemocratic both in structure (see, for instance, the powers of the American president of the OTEU international constitution) and in practice. An example of how little effort they actually make for the workers is the current contract under OTEU for the workers in the Physical Plant. The following table gives the rates in the OTEU contract with the current rates for clerical

CUPE

Is CUPE an alternative? CUPE's leadership is on this side of the border and thus at least geographically more accessible. But the CUPE constitution is almost as undemocratic as those of American unions. Also this 180,000 strong organization is a member of the B.C. Federation of Labor and the Canadian Labor Congress, both of which are dominated by representatives of American unions. CUPE's national leadership is publicly supporting the American unions and opposing the Canadian workers who want to get out of those unions and be independent. CUPE has divided the members which belong to it at U.B.C. into units which

must compete with each other for contract benefits, and CUPE contracts create an even greater differential between male and female staff workers than already exists at U.B.C. (in 1972 a differential of \$2,096 in CUPE as compared to \$1,632 for unorganized employees). In the current CUPE contract: a "housemaid" (janitor) makes \$2.82 per hour, a "houseman" (janitor) makes \$3.13 per hour; an experienced waitress makes \$2.55 per hour, an experienced waiter makes \$2.90 per hour; chief "chef" (male) makes \$672 per month, chief "cook" (female) makes \$624 per month. And so on. No, CUPE is not for us.

AUCE

The Association of University and College Employees is a new, independent union founded by workers at U.B.C. We have a constitution and structure which guarantee democracy and full participation by everyone. First of all we have limited the size to which we can grow so that we will not become a bureaucratic organization divorced from its members. We are a provincial, not a national or international union, and we include only employees of universities and colleges in British Columbia. The constitution ensures that workers at each university in B.C. will comprise a completely autonomous unit which determines its own

structure, negotiates its own contracts, decides what its own dues will be and how they will be spent. At U.B.C. the employees in each area of the campus (as Arts, Academic Services, Medicine, etc.) will elect officers to negotiate the contracts and deal with the grievances. Every officer in AUCE must be elected by secret ballot each year, and no person can hold an office for more than three years so that no matter how popular, no person will become "cemented" into leadership. The contract we negotiate for will be based on the specific problems and issues at U.B.C. All of us who pound the typewriters and do the filing and cataloging and crank the machines will vote to decide what kind of job classification system and procedures we want to see established, what salaries, how grievances should work, and so on. In short, who will run this union? We will, **all** of us who work here!

Where We Are

According to law over half the full and part-time clerical and library workers at U.B.C. must join AUCE before we can bargain for our first contract. We are over half-way to that goal. But time is getting short, and therefore, we urge you to sign up now. This is **the** chance to create a just and human work situation for staff at U.B.C. Let's not lose it.

If you are interested in information, detach and send this form to Box 11, Student Union Building, and we shall contact you. (Replies in strict confidence.)

NAME _____
DEPARTMENT _____
ADDRESS _____
PHONE _____

STAFF: WHAT GOES ON AT U.B.C. ???

My work situation differs somewhat from the lot of most secretaries at U.B.C. I work for seven professors, in a building separate from the main departmental offices, and as a result, am in the enviable position of being able to interact with them in a way in which most secretaries cannot. During the summer of 1971 I received, not only permission, but a great deal of encouragement from them to take the department's introductory course. At the time I felt, and still do, that it is very important that secretaries not only be allowed, but also encouraged, to take courses in order to raise their educational standard and therefore make them more valuable to their employer and make the work more meaningful to the employee. Particularly relevant, of course, are departmental courses. I'm sure that many secretaries are overwhelmed by the new language, structure and peculiarities of experimental design which could be greatly alleviated by taking a course in that subject area. Many spelling and structural mistakes which are frustrating and time consuming would be eliminated.

With this, I approached our Administrative Assistant and requested his permission also. This was subsequently denied on the basis that it was not relevant to my work and that the department could not afford to give me the time off. (The time off would have amounted to 20 minutes 3 days a week as I intended to take an 8:30 class.) It was here that I made my biggest mistake--I didn't get any of this in writing! However, because I believed I was right and because I had the backing of the people I work with, I registered for the class in the fall.

The year progressed very smoothly until April when the department discovered my "Insubordination" and fired me. That same morning two of the professors I work with arranged for and had a meeting with the department's Acting Head and the Administrative Assistant and I was subsequently reinstated to my position.

INSUBORDINATION

Later that same day an emergency meeting of the Senior Advisory Committee was held, which consisted of the six senior professors in the department, the Acting Head and the Administrative Assistant, to discuss my indiscretions. It was decided, as I was later advised by memo, that I would be fined \$50.00 as restitution for the time I took off work to go to classes. I was never told where the money was to be deposited. The fine was paid by the professors I work with and we never heard another word. By the way, I received a first class grade in the course.

Later, for interest's sake, I contacted the Personnel Department by phone to find out if a university policy existed concerning course-taking for staff. It does exist but the policy is not available; a copy can only be requested by a department head! It was read to me over the phone, however, and what it boils down to is that the whole thing is to be left up to the discretion of the department head. The obvious question here is:

WHY IS THIS POLICY NOT AVAILABLE TO STAFF WHEN IT →

CONCERNS STAFF?

The Association of University and College Employees, the independent union formed by clerical and library staff at U.B.C., is committed to working for open and just policies regarding staff, including study benefits. At the UNIVERSITY OF Toronto staff can take classes for half the regular fees. Many universities encourage staff to take time off to take a course during the day programme, providing the work is done.

THERE ARE NO SUCH BENEFITS FOR STAFF AT UBC, AND ALL POLICIES REGARDING SUCH MATTERS ARE SECRET. JOIN AUCE NOW SO THAT WE CAN WORK TOGETHER TO IMPROVE THE WORK SITUATION FOR STAFF AT UBC. IF YOU ARE INTERESTED IN INFORMATION, DETACH AND SEND THIS FORM TO BOX II, STUDENT UNION BUILDING, AND WE SHALL CONTACT YOU.

NAME _____
DEPARTMENT _____
ADDRESS _____
PHONE _____

A.U.C.E. now has a majority!

JOIN Now!

A majority of UBC's clerical and library workers have joined A.U.C.E. We now have 550 members. But we need a stronger majority to apply for certification by the Labor Relations Board.

Certification will mean that the administration will be legally required to deal with us as a group, rather than as individuals. It will give us a voice in determining wages, working conditions and job classifications; and a grievance procedure to ensure equal and fair treatment for all employees.

AUCE WILL APPLY FOR CERTIFICATION ON DEC. 14/73. Before then, we want to sign up as many members as possible. If you would like to join, or know someone else who might, contact:

A.U.C.E. RM. 228 SUB 224-5613
(10 AM - 6 PM WEEKDAYS)

or one of the organizers listed over:

AUCE ORGANIZERS:

ADMINISTRATION: Lorraine Langille [redacted]
Doris Mackenzie [redacted]

ACADEMIC SERVICES: Jean Rands [redacted]
Verity Wormald [redacted]

ANCILLARY SERVICES: Sandra Lundy [redacted]
Jennifer Clemmons [redacted]

ARTS: Janice Doyle [redacted] / Verity Wormald [redacted]

EDUCATION, LAW, COMMERCE: Emerald Murphy [redacted]

SCIENCE, ENGINEERING, AGRIC, FORESTRY: Irene Abbott [redacted]

HEALTH SCIENCES: Jackie Ainsworth [redacted]

LIBRARY: Ray Galbraith [redacted] / Duane Lunder [redacted]
Ian Mackenzie [redacted] / Dick Martin [redacted]



COME TO THE
MEMBERSHIP
MEETING

THURSDAY DEC. 13

5:15 PM

COMMITTEE ROOM

GRAD STUDENT CENTRE

Assoc. of Univ. + College Employees - an independent union

To: AUCE
Box 11
SUB
UBC

I would like to join AUCE

I would like more information

NAME -----

ADDRESS -----

PHONE ----- DEPT. -----

(all replies in strictest confidence)

U.B.C. Staff: LET'S LOOK AT JOB CLASSIFICATION!

The system of job classification at UBC is a matter of concern to every member of the clerical staff. Often the only way to improve rank and salary is to leave the university or take a job in another department. Merit, performance, length of service and knowledge of the university and its procedures are rarely rewarded except by basic cost-of-living raises. There is little upward mobility, and there is no independent appeal board to which employees can petition.

That Mysterious "Shorthand" Requirement

A U.B.C. employee was interviewed by a senior faculty member for the position of his secretary. The former secretary was classified a III. He informed her that shorthand was not required since he used a dictaphone and, in fact, often found it most convenient to do dictation at home in the evening. The Personnel Department, however, told her that, if selected, she would have to be a Secretary II because she didn't have shorthand. Another employee with over five years experience on campus inquired about an open Secretary II position; she was told by Personnel that there was no point in applying because she had no shorthand. Still a third was hired as a Secretary II and promoted to Program Assistant, with a higher salary than a Secretary III. She also had no shorthand.

Those Secret "Quotas"

An employee was hired as a Clerk II to do dicta-typing. Over five years later she is still a Clerk II. Yet her job has changed substantially. She now has a wide range of duties, including the handling of confidential student records and working with electronic equipment. She handles correspondence for several professors and has acquired much experience in the running of the faculty. When she asked about reclassification as a Clerk III, she was told that the budget of the department wouldn't allow it. Another employee, also a Clerk II, had progressed in her job until she was supervising the clerical work in the office. Her department head felt it unfair for her to still be a Clerk II, and he asked to have her reclassified as a Secretary II. Personnel replied that, sorry, his department already had its "quota" of Secretary II's.

That Elusive "B.A."

A U.B.C. employee with over five years experience on campus applied for a Library Assistant II position. She was told that the requirements for the job included a B.A. and, in addition, many departments within the Library require knowledge of other languages for that classification. Another employee inquiring about a Library Assistant II opening was told that her B.A. made her overqualified.

U.B.C. Staff
LET'S LOOK AT
JOB CLASSIFICATION!

Has It Happened to You?

The cases described here are first-hand accounts, not hearsay. Such experiences are not rare; in some departments they are the rule rather than the exception. The question is -- why don't all campus employees have the opportunity to be rewarded for their initiative? If it can be demonstrated that a B.A. or shorthand is needed for a certain job, then it should be paid for. So should fluency in other languages. If it cannot be shown that they are required, then such things as experience with the university system, proven business skills and managing ability should be considered as a basis for advancement. Both shorthand and the B.A. often function as "scapegoat" categories -- used where the real basis of decision is unspecified and not to be scrutinized.

A clerical worker **may** be given credit for length of experience in the job and added responsibility, but that recognition faces many obstacles. An employee may not petition independently for job re-evaluation and reclassification, but must depend upon the good will of the department head to do so. While some department heads will apply to have the employee reclassified, many others would rather have more for less. And, in the face of "quotas", it is not at all certain that a department head's request will succeed with Personnel. A basic and human rule that people should be paid for what they are actually doing seems to be lacking at U.B.C.

JOIN A.U.C.E.

The Association of University and College Employees is now organizing at U.B.C. We will work for open staff policies and a fair job classification system. If you are interested in information, detach and send this form to Box 11, Student Union Building, and we shall contact you. (Replies in strict confidence.)

NAME.....
DEPARTMENT.....
ADDRESS.....
PHONE NO.....

A U.B.C. employee with over five years experience on campus applied for a Library Assistant II position. She was told that the requirements for the job included a B.A. and, in addition, many departments within the library require knowledge of other languages for that classification. Another employee inquiring about a Library Assistant II opening was told that her B.A. made her overqualified.

JOIN AUCE

AN INDEPENDENT CANADIAN UNION



There are over one thousand clerical and library workers at UBC. The University could not function without us. Yet we are generally ignored.

"University Community" usually means faculty, sometimes means faculty and students, but almost never includes support staff.

We are the only section of the university that is not organized. Because we each deal with Personnel as individuals, we have no power over our wages, job classifications, or working conditions.

IT IS OUR LAWFUL, DEMOCRATIC RIGHT TO UNIONIZE to change this situation. It is illegal for the University to harass, intimidate or fire anyone for union activity. If over half of us join AUCE, the union can be certified by the Labor Relations Board, and the University will be legally required to negotiate with us as a group. By working together, we can use our power - the power that comes from our numbers and the importance of our work - to gain higher and more equitable wages, better working conditions and more control over our working lives.

ABOUT OUR UNION

The Association of University and College Employees (AUCE) is an independent union with a Provincial structure started by people who work at UBC. We have written our own constitution to ensure a democratic organization at all times. Workers at each university in B.C. will comprise a completely autonomous unit which determines its own structure, negotiates its own contracts and decides what to do with its own finances. Each local association has clear rights of secession and maintains all its assets.

Our independent association will be able to deal effectively with the problems facing staff at UBC. Once AUCE has been certified the union will have all the powers to protect its members of any union, and it will be run by and for those who work here. Because all positions within AUCE are subject to the recall and discipline of the membership, we need not answer to the demands of a highly-paid elite of union executives. AUCE can speak directly to the personal problems of every staff member. Our strength lies in our democratic structure and in our ability to give personal attention to everyone. We are all experts in knowing our own problems. It is by signing up a majority of people to form a certified bargaining unit that we can come together as responsible members of the university community and provide solutions.

THE ESTABLISHED TRADE UNIONS

Over the last few years both an international union (Office & Technical Employees Union - OTEU) and a national union (Canadian Union of Public Employees - CUPE) have tried to organize the office and library workers at UBC. Both unions, though they had high-priced professional organizers, failed to get us a contract. These unions are almost completely male-dominated, and the contracts they have signed, at UBC and elsewhere, consistently discriminate against women workers. Neither of these unions is for us. We want control over our union as well as our job situation.



WHAT CAN AUCE FIGHT FOR?

The demands that AUCE will negotiate for after we are certified will be determined democratically by all the membership. The following are some of the areas we can negotiate over, and some proposals. Most of the proposals listed here were approved by a majority of support staff in the Library for inclusion in a brief by the Committee on Salaries and Benefits of Supporting Staff.

WAGES: Without a union, our wages often bear no relation to our work or to the cost of living. Other public service workers in B.C. received a minimum \$75/month raise last summer. We got \$50, and a large chunk of that has been eaten up by increases in the cost of food and housing already.

JOB CLASSIFICATIONS are now arbitrary and inconsistent, and allow for inequality, particularly between men and women. (This saves the University a lot of money, since 90% of clerical and library staff are women!) And requests for reclassification usually take months to be resolved. We can negotiate a rational job classification system, to bring pay into line with the type of work we are doing.

SHORTER HOURS: Because of unemployment, and because of the travel time involved in working at UBC, UBC should set an example - a 4-day, 32-hour work week.

IMPROVED VACATIONS: UBC needs a whole new vacation schedule. SFU has three weeks after one year. We should have at least that, plus more after 3 years service. Also, it would be good to have more opportunity for leave of absence without pay.

GRIEVANCE PROCEDURE: With no union, and no stewards, working conditions often depend on the individual supervisor. A disagreement between an employee and a supervisor is almost always resolved on the side of the supervisor, since the supervisor has all the power. Grievance Procedure allows the employee to participate in decisions about transferring from one job to another, changes in job content, etc.

DAY CARE: Day care should be made available to all children over 18 months of age and time off, within reason, should be given to staff to work in day care facilities without having to make it up.

OTHER AREAS that need to be changed through negotiations include: sick days, severance pay, overtime rates and shift differential, particularly for library workers.

SIGN UP NOW !!!

To be certified by the Labor Relations Board, we need to sign up a majority of clerical and library workers (that means about 600 members!) within three months. That is, by the middle of December!

If you would like to join, or help sign up other people, or meet someone for lunch to talk about it, send the form below to AUCE, Box 11, SUB, UBC. Or phone Dick (████████) or Jean (████████).

-
- I would like more information about AUCE.
 - I would like to join AUCE.
 - I would like to help in the organizing drive.

NAME.....

ADDRESS.....

HOME PHONE..... DEPT.....

(all replies in strictest confidence)



On Dec. 14, AUCE applied to the Labor Relations Board for certification. Our application is now being investigated by the Board. Because of the high turnover at UBC there is a good possibility that the Board will conduct a secret ballot vote on campus to ensure we represent a majority. Negotiations can begin immediately after certification. We have to be prepared!

How To Get Involved In AUCE

Only with everyone's participation in discussing contract demands can AUCE effectively represent us all. Division meetings are being held across campus. At these meetings we must do two things. First, each division must elect a representative to the contract committee. The AUCE constitution states that our contract committee (responsible for negotiating with the administration) will be made up of UBC staff, one representative from each division, (no lawyers, no professional negotiators). Second, we must begin to discuss our contract demands. Some divisions are planning to go ahead and elect stewards also.

These meetings will be one of the first chances we've had to get together with the

people we work with to talk about wages and working conditions and determine what we want to change through negotiations. In negotiating a contract with the university there are several things we can talk about besides just wages. What kind of improvements do we need regarding:

- vacations
- job classifications
- hours of work
- job security
- sick leave
- conditions (temperature, staff rooms, etc.)

More thorough discussion of these and other items will take place at the division meetings and in the newsletter.



The Christmas Rush -- to leave UBC!

Many people have left the University since Christmas. If we're going to have the needed majority when our application goes before the Labor Relations Board, we've got to get signing people up again!

If you haven't joined but wish to (or know of someone who would join) contact the organizer in your division as soon as possible (see list above).

Division Organizers

- DIVISION I General Services Administration Bldg.
Jennifer Clemmons, [REDACTED]
- DIVISION II Main Mall North Administration Bldg.
Old Auditorium, Computing Centre,
Student Services - Sandra Lundy [REDACTED]
- DIVISION III Centre for Continuing Education, Dean
of Women's Office, Resources Council,
Instructional Media Centre, Traffic &
Patrol, TRIUMF, International House
Verity Wormald, [REDACTED]
- DIVISION IV Arts - Judy Chapelsky, [REDACTED]
- DIVISION V Science, Applied Science, Forestry,
Agriculture - Irene Abbott, [REDACTED]
- DIVISION VI Commerce, Law, Education
Emerald Murphy, [REDACTED]
- DIVISION VII Health Sciences - Edna Lunden, [REDACTED]
- DIVISION VIII Sedgewick, Law, Math, Music & Social
Work LIBRARIES - Ian MacKenzie, [REDACTED]
- DIVISION IX Woodward & Forestry Agriculture LIBRARIES
Curriculum Lab.
Jackie Ainsworth, [REDACTED]
- DIVISION X Main Library - Dick Martin, [REDACTED]

NOTE: The people listed above are not elected representatives, but simply people to get in touch with for information about division meetings.



As well as the Division Meetings,
all members are welcome at:

MONTHLY MEMBERSHIP MEETINGS
Held on the second Thursday of
each month, at 5:15 p.m., usually
in the Graduate Student Centre.
Check the newsletter for place.

**ORGANIZING COMMITTEE (EXECUTIVE)
MEETINGS**
Held every Tuesday at 5:15 p.m. in
the SUB Cafeteria

A.U.C.E. OFFICE SUB 228, 224-5613
Information on contracts, labor
laws, and all AUCE literature is
available in the office. Phone or
drop in.
OFFICE HOURS: Weekdays 11 a.m. - 3 p.m.

It's not too late —

Join AUCE

I would like to join AUCE _____
I would like information about AUCE _____

NAME _____

DEPARTMENT _____

HOME PHONE _____ UBC LOCAL _____

Send to: AUCE, Box 11 SUB or phone the
AUCE office at 224-5613
All replies in strictest confidence.