

STAFF HUMAN RESOURCES MEMORANDUM

ACTION ITEM

Priority: **Important**  
No Response Required

January 27, 2004

CAMPUS MANAGERS AND SUPERVISORS

Re: Election Information for Administrative and Professional (AP) staff

As you know, the University Professional and Technical Employees (UPTE) union (affiliated with the Communication Workers of America), has asked for an election to exclusively represent campus administrative and staff professionals.

**The Public Employment Relations Board (PERB) has set this election for February 11 – March 3.**

As noted in prior communications, it is very important that AP staff educate themselves about union representation so they can cast an informed vote.

Please promptly distribute the attached flier to your AP staff and be sure they know you, the campus Labor Relations manager, and the web sites noted in the flier are all resources for them should they have any questions.

A briefing on the election will be available to managers and supervisors on February 6, at 3:30 p.m. in Cowell Conference Room 132. Please call the Labor Relations Office at 9-2017 to reserve a space. A voluntary briefing for affected employees will be held on February 10 at 3:30 p.m. in Baytree Conference Room D.

Please let me know if you have any questions.

Thank you.



Willeen McQuitta  
Director  
Staff Human Resource

Att: Flier "Important information from UC about the upcoming union election"  
UC and UPTE Statement of Principles – Administrative Professional  
Representation Election