

Open Letter Follow-Up: Housing

The recently distributed document *HUCTW in 2002: After 14 Years of Steady Progress, A New Agenda and A Continuing Commitment* was mailed to all of you, 4,500 members of the HUCTW bargaining unit, recently. We will also be mailing it to selected members of the administration and faculty. Its conclusion states: "We need to begin in earnest addressing the problem of housing cost, through research, education and collaborative work with Harvard as well as selected officials and community groups." There are two Kennedy School of Government students whose 2nd year project is doing housing research for the union. They are drafting an online survey, which will offer us an opportunity to gather hard data. We will let you know by mail when the survey is set up and ready to be filled out.

Dues Changes for 2003

Every January, our union dues and agency fees increase slightly as required by the AFSCME constitution. Dues for 2003 will be \$26.20 for full time employees, and \$19.66 for employees working 20 hours or fewer per week. If you work more than 20 hours per week, you would pay the full-time dues/fees. These are the monthly amounts. Since we are paid semimonthly, currently half of that amount comes out of each check. In January, our pay schedule will change so that we are paid every other Friday, and our dues deductions will be adjusted according to the new schedule.

Help with Reclassification Process

Reclassifying one's job often seems like a daunting process. With that in mind, union leaders from the University Joint Reclassification Committee are holding workshops monthly for any union member interested in pursuing an upgrade or exploring the possibilities. If you'd like to sign up, please call or email Bill Jaeger at 617-661-8289, bill@huctw.org

Elections for Union Representatives, Executive Board Representatives December 10

Mailing(s) were sent to you at home announcing elections for union representatives to be held on December 10, 2003.

Union reps are elected by school or department, to one year terms. They serve as a source of information for union members in their work areas, welcome new employees into the union, and may assist in helping co-workers with workplace problems.

Elections for Executive Board representatives will also take place on December 10. Representatives are elected from each of the 5 regions of the campus – Central, FAS-Arts, FAS-Sciences, Professional and Medical; the E-Board serves as the main governing body of HUCTW. These are two year terms.

Information about nominations and polling locations has been sent to union members at their home address, as required by the AFSCME elections code. HUCTW receives home addresses from the University, so if you've moved recently, make sure that Harvard has your current home address. If an election is uncontested, there will be no balloting in that area.

Semi-annual Membership Meeting coming up on December 12

Our next semi-annual membership meeting will be held in Wednesday, December 12 from 5:30 – 7:30 at Gutman Conference Center in the Grad. It is an opportunity to gather together, review our goals, efforts and accomplishments. Plan on attending.

Holiday Gifts for SEIU Janitors' Families

HUCTW will be collecting toys for Boston area unionized janitors, who were recently on strike. Please bring new and unwrapped toys to the HUCTW office by December 13th, if possible.

Salary Increases for January 1, '03

Progression increases will be delivered on January 1, 2003. The progression increase rewards years of service, and ensures movement, over time, through the salary grade to the maximum. Every union member with at least one year of service will receive a full progression increase, based on 3% of the minimum of the pay grade. Members with six months to one year of service will receive half that amount. Those with six months or less will receive a \$250 bonus. Those who reach the maximum of the grade with the addition of the progression raise will receive part of the increase as a bonus. (The bonus portion will count as salary toward your pension.) The salary grade table is published in the back of the Union Agreement. If you are not sure which pay grade you are in, or which level of increase you will receive, call the HUCTW office at 661-8289.

December Holiday Recess!

Remember, this year we will again have time off around the December holiday, as negotiated in our Agreement. This year we will have off a half day on December 24 through January 1, and will return to work on January 2. This is time that does not come from your vacation bank. In some schools or departments, essential staff will be required to work on some or all of these days, and will be given compensatory time. (Staff required to work on December 25 or January 1 will be given holiday pay.)

Personal Days Reminder

Be sure to use up the rest of the two personal days most of us got in July: we will be getting three personal days in January (and each January thereafter) for calendar year 2003.

Apply Now for Union Scholarships

Three different programs are available for union members for themselves and their families through the union.

AFSCME FAMILY SCHOLARSHIP – Deadline:
December 31, 2002

Ten scholarships of \$2000 each will be awarded to high school seniors who meet eligibility requirements. Once awarded, the scholarships will be renewed for \$2000 each year for a maximum of four years, provided the student remains enrolled in a full-time course of study.

To be eligible, students must provide the following documents with their application: (1) An essay, typed and double-spaced, not to exceed 1000 words entitled “What AFSCME Has Meant to Our Family.” (2) Verification of guardian’s AFSCME membership. (3) An official copy of the student’s high school transcript and SAT or ACT scores, and (4) the student may include two letters of recommendation or other evidence of character or abilities. Winners will be notified by March 31, 2003.

For more information, check out AFSCME’s website at <http://www.afscme.org/about/scholar.htm> or call 800-238-2539.

MASSACHUSETTS AFL-CIO PROGRAM –
Deadline January 10, 2003

Approximately \$600,000 will be available to high school seniors whose parent holds membership in

an AFL-CIO union. The exam will be administered at area high schools on February 5, 2003. Seniors should contact their principal or guidance counselor if they are interested in applying for this scholarship.

For more information, please call the Massachusetts AFL-CIO at 617-227-8260.

UNION PLUS CREDIT CARD SCHOLARSHIP
– Deadline: January 31, 2003

This scholarship offers awards from \$500 to \$4000. Union members, their spouses and dependant children are eligible. Graduate students and grandchildren are not eligible.

Members can obtain an application by sending a postcard with their name, local union number (we’re HUCTW/AFSCME 3650), telephone number and address to: Union Plus Credit Card Scholarship Program, PO Box 34800, Washington DC 20043-4800. Winners will be notified on May 31, 2003. You do not need to have a Union Plus Credit Card in order to be eligible.

For more information, check out AFSCME’s website at <http://www.afscme.org/about/scholar.htm> or call 800-238-2539.

***One last thing from the
EBoard & Staff of HUCTW:
Happy, Healthy Holidays!***



Harvard Union of Clerical & Technical Workers (HUCTW)
1306 Massachusetts Avenue, #203
Cambridge MA 02138

University Mail