

Finding Aid to the University of San Francisco Faculty Association Records larc.ms.0369

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2015

Title: University of San Francisco Faculty Association records

Date (inclusive): 1969-1986

Creator: American Federation of Teachers. Local 4269 (San Francisco, Calif.)

Creator: University of San Francisco Faculty Association.

Collection number: larc.ms.0369
Accession number: 2010/022

Extent: 13.0 cubic ft. (9 cartons, 1 oversize box) **Repository:** Labor Archives and Research Center

J. Paul Leonard Library, Room 460 San Francisco State University

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Languages: Languages represented in the collection: English.

Abstract: This collection documents the activities of the University of San Francisco Faculty Association (USFFA), also known as the American Federation of Teachers (AFT) Local 4269. The bulk of the material consists of grievances filed by USFFA, especially in regards to the denial of tenure, faculty hiring and firing, salaries, and working conditions. Other records consist of arbitration proceedings, contract negotiations, and correspondence between USFFA and its members, and USFFA and the University of San Francisco (USF) administration. Also includes Executive Board meeting minutes and administrative and financial documents generated in the day-to-day running of the union, as well as reference materials on collective bargaining and reports on accreditation.

Location: Collection stored offsite: advance notice required for use.

Availability

Collection is open for research.

Some material is restricted to protect personally identifiable information until 2039. Access restrictions are noted at the file level, and redacted copies are available when possible. Please contact the Director of the Labor Archives and Research Center for more information.

Restrictions

Copyright has not been assigned to the Labor Archives and Research Center. All requests for permission to publish or quote from materials must be submitted in writing to the Director of the Archives. Permission for publication is given on behalf of the Labor Archives and Research Center as the owner of the physical items and is not intended to include or imply permission of the copyright holder, which must also be obtained by the reader.

Preferred Citation

[Identification of item], University of San Francisco Faculty Association Records, larc.ms.0369, Labor Archives and Research Center, San Francisco State University.

Acquisition

Donated by University of San Francisco Faculty Association in 2010, accession number 2010/022.

Processing Information

Processed by Frances Wratten Kaplan in 2015.

Arrangement

Arranged as received. The records are arranged in eight series with Series 1 further arranged into two subseries. The contents of Series 1 and Series 6 are arranged alphabetically.

Series 1: Administrative Records, 1974-1984

Subseries 1.1: 1975-1976 Administrative Files

Subseries 1.2: 1976-1977 Administrative Files

Series 2: Committee Meeting Minutes and Correspondence, 1975-1980

Series 3: Grievances and Arbitration Proceedings, 1971-1986

Series 4: Contract Negotiations, 1967-1981

Series 5: Auditor Reports, 1975-1986

Series 6: Accreditation, 1975-1984

Series 7: Treasurer Records, 1975-1986

Series 8: Publications, 1974-1982

Administrative History

Founded in 1975, the University of San Francisco Faculty Association, a local of the California Federation of Teachers, represents members from the colleges of Arts and Sciences, Education, Nursing, the School of Business and Management and the Gleeson Library. The founding president was economics professor Michael Lehmann (1975-1988). The USFFA represents its members in all matters concerning wages, workload, and benefits, and is responsible for negotiating and enforcing a collective bargaining agreement with the University of San Francisco administration.

Scope and Contents

This collection documents the activities of the University of San Francisco Faculty Association (USFFA), also known as the American Federation of Teachers (AFT) Local 4269. The bulk of the material consists of grievances filed by USFFA, especially in regards to the denial of tenure, faculty hiring and firing, salaries, and working conditions. Other records consist of arbitration proceedings, contract negotiations, and correspondence between USFFA and its members, and USFFA and the University of San Francisco (USF) administration. Also includes Executive Board meeting minutes and administrative and financial documents generated in the day-to-day running of the union, reference materials on collective bargaining, reports on accreditation, and multiple issues of *Foghorn*, the student-run newspaper published by the University of San Francisco. Only a small percentage of private universities in the United States have unionized faculty, making this collection fairly unique. The records provide insight into the activities of an academic union, and the relationship between USF administration and faculty. Highlights include court documents from the 1983 lawsuit filed by USFFA against USF for breach of contract; records generated from protracted negotiations over salary adjustments and fringe benefits; correspondence related to the "modular system" of class scheduling that the University implemented in response to possible strike action; and correspondence between the Western Association of Schools and Colleges (WASC) and the University administration regarding reaccreditation.

Subjects and Indexing Terms

Lehmann, Michael B.

Littler, Mendelson, Fastiff & Tichy.

University of San Francisco.

Van Bourg, Victor J., 1931-

Collective labor agreements--College teachers.

Grievance arbitration.

Universities and colleges--Faculty--Employment.

Universities and colleges--Faculty.

Series 1: Administrative Records 1974-1984

Extent: 39.0 folders (Carton 1, folders 1-39)

Arrangement

This series is divided into two subseries: 1975-1976 Administrative Files and 1976-1977 Administrative Files. The contents of each subseries are arranged alphabetically, as received.

Scope and Contents

Administrative records document the activities and operations of the University of San Francisco Faculty Association (USFFA) and its president, Michael Lehmann. Materials in this series include correspondence with members and the University of San Francisco (USF) administration, as well as minutes from Executive Board and Policy Board meetings, reports from committees, and materials related to curriculum and to faculty rights as determined by the collective bargaining agreement. Van Bourg refers to Victor Van Bourg, founding partner of the labor law firm Van Bourg, Allen, Weinberg & Rogers. Van Bourg represented USFFA in many grievance and arbitration proceedings.

Carton 1, Folder 1

Carton 1, Folder 2

Carton 1, Folder 3

Carton 1, Folder 4

Carton 1, Folder 5 Carton 1, Folder 6

Carton 1, Folder 7

Carton 1, Folder 8

Carton 1, Folder 9

Carton 1, Folder 10

Carton 1. Folder 11

Carton 1, Folder 12

Carton 1, Folder 13

Carton 1. Folder 14

Subseries 1.1: **1975-1976 Administrative 1974-1981 (bulk, 1975-1976)**

Arrangement

Arranged as received. Contents of this are arranged alphabetically.

Scope and Contents

The bulk of records in this subseries we generated between 1975 and 1976. Predominantly consists of corresponde between Dr. Michael Lehmann, Preside USF Faculty Association (USFFA), USFF, members, and Rev. John LoSchiavo, Pr. USF from 1977 to 1991. Other correspondence to USFFA representation on var search committees, as well as the Discontains Committee and the Distinguish Teaching Awards Committee (folder 6) contains founding documents of the US including its constitution, bylaws (folder handbook (folder 7).

Clippings 1975-1976
Constitution 1975-1976
Cooperative efforts 1976
Core curriculum 1974-1976
Correspondence with members 1975Distinguished Teaching Awards Comm
1975-1981
Faculty handbook 1975-1976
Finances 1975-1976

Membership meeting minutes 1975-1 Policy Board minutes 1975-1976, 198 Unionization - National Labor Relation 1975

Van Bourg 1975-1976

Membership 1975-1976

Western Association of Schools and C (WASC) Task Force Committee 1976

Extent: 14.0 folders

Subseries 1.2: **1976-1977 Administrative Files 1976-1984 (bulk, 1976-1977)**

Extent: 25.0 folders

Arrangement

Arranged as received. Contents of this subseries are arranged alphabetically.

Scope and Contents

The bulk of records in this subseries were generated between 1976 and 1977 in the day-to-day running of the USF Faculty Association (USFFA). Consists of correspondence, committee reports, and meeting minutes, in particular, those produced by the USFFA Executive Board (carton 1, folder 26). Also contains correspondence, five-year plans, bylaws, minutes, and election materials related to colleges within the University, including College of the Arts, the College of Business Administration, and the College of Science.

Carton 1, **Affiliation 1976-1981** Folder 15

Carton 1,	Catalog revision 1976-1981
Folder 16	
Carton 1,	Catalyst 1978
Folder 17	
Carton 1,	College of Arts 1976-1979
Folder 18	
Boxes 1, Folder 19	College of Business Administration 1976-1981
Carton 1,	College of Science 1976-1981
Folder 20	
Carton 1,	Committee on Committees 1976-1979
Folder 21	
Carton 1,	Committee on Graduate Studies 1976-1977
Folder 22	Confession 1076 1070
Carton 1,	Conference room 1976-1979
Folder 23	Correspondence members 1076 1077
Carton 1, Folder 24	Correspondence - members 1976-1977
Boxes 1, Folder 25	Dues increase 1976-1977
Carton 1,	Executive Board meeting minutes, agendas, correspondence and promotional
Folder 26	materials 1976-1977
Carton 1,	Membership 1976-1977
Folder 27	11cm2cismp 2570 2577
Carton 1.	Office space 1976-1979
Folder 28	
Carton 1,	Policy Board meeting minutes 1976-1977
Folder 29	·
Carton 1,	Recall rights 1976-1978
Folder 30	
Carton 1,	Rules and regulations 1976-1981
Folder 31	
Carton 1,	Salary scales 1976-1984
Folder 32	
Carton 1,	School of Nursing 1976-1981
Folder 33	
Carton 1,	Secretarial service 1976-1977
Folder 34	
Carton 1,	Severance pay 1976-1977
Folder 35	- I I I
Carton 1,	Speakers' Bureau Committee 1977-1980
Folder 36	Curried France Committee 107C 1000
Carton 1,	Special Events Committee 1976-1980
Folder 37 Carton 1,	Undergraduate Curriculum and Academic Program (UCAP) Committee 1976-1977
Folder 38	ondergraduate curriculum and Academic Program (OCAP) Committee 1970-1977
Carton 1,	Van Bourg 1976-1977
Folder 39	Tuli Bourg 1570 1577
	Series 2: Committee Meeting Minutes and Correspondence 1975-1980
	Extent: 7.0 folders (Carton 1, folders 40-46)
	Arrangement
	Arranged as received.
	Scope and Contents
	Comprises minutes, notes, agendas, and resolutions generated by the University of San Francisco Faculty Association (USFFA) committee meetings.
Carton 1,	Meeting minutes 1976-1977
Folder 40	riceting minutes 1970-1977
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Carton 1,	Meeting minutes and correspondence 1976-1978
Folders 41-42	
Carton 1,	Meeting minutes, agendas, correspondence and bulletins 1975-1976
Folder 43	
Carton 1,	Correspondence and promotional materials 1976-1979
Folder 44	
Carton 1,	Meeting minutes, correspondence, and reports 1977-1979
Folder 45	
Carton 1,	Curriculum committee meeting minutes and correspondence 1979-1980
Folder 46	

Series 3: Grievances and Arbitration Proceedings 1971-1986

Extent: 77.0 folders (Carton 2, folders 1-36; Carton 3, folders 1-22; Carton 4, folders 1-16; Carton 5, folders 1-3)

Arrangement

Arranged as received.

Scope and Contents

The bulk of this series comprises arbitration proceedings stemming from faculty grievances over salary, tenure, and termination, as well as more general grievances arising from the interpretation or application of the collective bargaining agreement. Includes a copy of the Agreement between the University of San Francisco (USF) and the University of San Francisco Faculty Association (USFFA), extended through June 30, 1986 (carton 2, folder 13).

Carton 3, folders 4-22, and carton 4, folders 1-2 contain correspondence, notes, financial, and legal documents, including depositions, generated in the 1983 case, USSFA vs. USF, a class action lawsuit that went before the United States District Court. The origins of the lawsuit lay in the contract signed by USF and USFFA regarding the appointment of Adolph Koven as arbitrator. From 1979 through 1986, Koven was retained by both USFFA and USF to act as the sole arbitrator between the two parties in rights disputes, and to serve as a mediator/interest arbitrator when a resolution could not be met. In November 1981, in a dispute over salary adjustments and supplemental pension plans, arbitrator Adolph M. Koven ruled in favor of USFFA. The University argued that benefit increases for retired members should not have been included among the other salary and benefit issues decided upon in arbitration, and refused to pay the award, thus causing the Faculty Association to sue the University for breach of contract.

In this lawsuit, USFFA and Michael Lehmann were represented by the labor law firm Van Bourg, Allen, Weinberg & Rogers, while the University and its defendents were represented by Littler, Mendelsohn, Fastiff & Tichy.

Availability

Carton 2, folder 18 has been sealed. Please contact the Director of the Labor Archives and Research Center for more information.

Carton 2, Folder 1	The Catalyst newsletter 1976-1980
Carton 2,	Rights arbitration proceedings 1977-1981
Folders 2-13	
Carton 2,	Settlement of 1979 negotiations 1979-1981
Folder 14	
Carton 2,	Doctoral requirements for promotion 1981-1982
Folder 15	
	Grievances
Carton 2,	Tenure 1971-1979
Folders 16	
Carton 2,	Termination patterns 1978-1984
Folder 17	
Carton 2,	Intersession/summer session overload 1980-1982
Folder 18	
Carton 2,	Duplicating cards
Folder 19	

Carton 2,	Termination of employment 1981-1982
Folders 20-21	
Carton 2,	Faculty workload 1981-1985
Folder 22	•
Carton 2,	Reader hours 1981-1982
Folder 23	
Carton 2,	University Center closing time 1981
Folder 24	
Carton 2,	Denial of travel funds 1981-1982
Folder 25	
Carton 2,	Organization of the School of Education
Folder 26	
Carton 2,	Campus mail 1981-1982
Folder 27	
Carton 2,	Grievance communication 1981-1982
Folders 28-29	
Carton 2,	Arbitration over campus mail 1981-1982
Folder 30	
Carton 2,	Tenure and sabbatical applications 1981-1982
Folder 31	
Carton 2,	Associate Deans and bargaining unit work 1981-1982
Folder 32	
Carton 2,	Part-time faculty and bargaining unit work 1981-1982
Folder 33	
Carton 2,	School of Nursing agreements on revised teaching assignments
Folder 34	
Carton 2,	USF and USF Faculty Association Agreement handbooks 1981-1986
Folder 35	
Carton 2,	Grievance costs and financial statements 1981-1983
Folder 36	
Carton 3, Folder 1	United Stanford Employees, Local 680 and The Board of Trustees of the Leland
	Stanford Junior University Agreement handbook 1979
Carton 3,	United Stanford Employees, Local 715 and The Board of Trustees of the Leland
Folders 2-3	Stanford Junior University arbitration proceedings 1981-1982
Carton 3,	USF Faculty Association vs. USF - termination of permanent arbitrator 1977-1982
Folders 4-5	
Carton 3, Folder 6	USF Faculty Association vs. USF - appeal documents 1981-1983
Carton 3,	USF Faculty Association vs. USF - depositions 1983-1984
Folder 7-12	
Carton 3,	USF Faculty Association vs. USF 1983
Folders 13-22,	
Carton 4,	
Folders 1-2	
Carton 4,	Rights arbitration proceedings 1977-1980
Folders 3-4	
	Tenure arbitration
Carton 4, Folder 5	Correspondence and clippings 1976-1978
Boxes 4, Folder 6	Exhibits A and B 1977-1978
Boxes 4,	Correspondence, tenure application, evaluation summary, and notes 1978-1982
Folders 7-8	- 1 · · · · · · · · · · · · · · · · · ·
Carton 4,	Grievance statement 1978
Folders 9	Company and level by the 1995
Carton 4,	Correspondence and legal briefs 1981-1986
Folder 10	Aultitustania aninian and annual 1003
Carton 4,	Arbitrator's opinion and award 1982
Folder 11	

Carton 4, Folders 12-16, Carton 5.

Folders 1-3

Arbitration 1980-1982

Series 4: Contract Negotiations 1969-1981

Extent: 17.0 folders (Carton 5, folders 4-20)

Arrangement

Arranged as received. Scope and Contents

In November 1975, negotiations for the first contract between the University of San Francisco Faculty Association (USFFA) and the University of San Francisco (USF) began. The new collective bargaining agreement provided USFFA members with a 15% salary increase, 5-year recall rights for those laid off, a union shop (all faculty and librarians were required to become Faculty Association members), and most importantly, binding grievance and arbitration to settle all contract disputes. The existing contract was extended from July 1, 1976 to June 30, 1981. In early 1978, however, negotiations over salary increases and fringe benefits - items considered annual contract re-openers - stalled, and it wasn't until October, 1978 that the Faculty Association accepted the University's one-year proposal. The bulk of the series comprises correspondence between Faculty Association President Michael Lehmann, members, the negotiating team, Victor Van Bourg (lawyer for USFFA), and the University administration. Also included are session minutes, bulletins, financial reports, and materials related to faculty salary and benefits.

Carton 5, Folder 4

Annual reports 1969-1978 Carton 5, Folder 5 Registration statistics 1974-1977

Carton 5.

Negotiations 1976-1979

USF facts 1977-1978

Folders 6-9

Boxes 5, Folder 10

Boxes 5. Session minutes 1977-1978

Folders 11-12

Cost of the step increase, 1976-1977 to 1979-1980 1977-1981

Carton 5. Folder 13

Re-opener suggestions 1977-1978 Carton 5.

Folder 14

Workload and benefits 1977-1978 Carton 5.

Folder 15

Carton 5. Fringe benefits 1976-1978

Folder 16

Carton 5. School of Nursing workload 1977

Folder 17

Carton 5, Librarian's salary scale

Folder 18

Carton 5. Negotiations bulletins 1978

Folder 19

Carton 5, Arbitration petition 1978-1979

Folder 20

Series 5: Auditor Reports 1975-1986

Extent: 7.0 folders (Carton 5, folders 21-27)

Arrangement

Arranged as received. **Scope and Contents**

Consists of auditor reports, for the years spanning 1975 to 1984, carried out by Peat,

Marwick, Mitchell & Co. certified public accountants.

Carton 5, Statement of Financial Condition and Statements of Cash Receipts and

Folder 21 Disbursements 1975-1978 Carton 5, Folder 22-23 Carton 5, Folder 24-26 Carton 5, Folder 27 Statements of Cash Receipts and Disbursements 1975-1984

Schedules of Cash Balances, Receipts and Disbursements 1980-1986

USFFA correspondence related to auditor's report 1985-1986

Series 6: Accreditation 1975-1984

Extent: 6.0 folders (Carton 5, folders 28-31; Carton 6, folders 1-2)

Arrangement

Arranged as received.

Scope and Contents

Comprises policy statements and reference materials on accreditation procedures for higher education institutions, as well as correspondence and reports related to the University of San Francisco's re-accreditation by the Western Association of Schools and Colleges (WASC). Includes a 1977 final accreditation report with recommendations by WASC and a list of modifications made by the University (carton 6, folder 2).

Carton 5,

WASC Policy Statements handbook 1975, August

Folder 28

Boxes 5, Folder 29 Handbook of Accreditation 1975, August Carton 5, Handbook of Accreditation 1979, January

Folder 30 Carton 5, Folder 31

Correspondence and reports on accreditation by the Western Association of Schools and Colleges (WASC) 1975-1977

Carton 6, Folder 1

Report to the Accrediting Commission for Senior Colleges and Universities 1980, June 30

Carton 6, Folder 2

Interim Report to Accreditation Commission [Final Report] 1984, February

Series 7: Treasurer Records 1975-1986

Extent: 62.0 folders (Carton 6, folders 3-24; Carton 7, folders 1-27; Carton 8, folders 1-13)

Arrangement

Arranged as received. The contents of this series are arranged alphabetically, and then further arranged chronologically.

Scope and Contents

Financial reports and docments of the USFFA.

Availability

Carton 7, folders 4-6, and carton 8, folders 2-3 have been sealed. Please contact the Director of the Labor Archives and Research Center for more information.

Carton 6,

Audit 1977-1979

Folders 3-4 Carton 6, Folder 5

Bank deposit record booklets 1979-1980
Cash receipt logsheets 1977-1981

Carton 6, Folders 6-8

Carton 6, Cancelled checks 1975 - 1981

Folders 9-14 Carton 6.

Census 1977

Folder 15 Carton 6,

Check stubs 1975-1981

Folders 16-18 Carton 6.

Checks and deposits 1978-1979

Folder 19 Carton 6.

Deduction authorizations 1978-1980

Folder 20 Carton 6.

Dues 1977-1980

Folders 21-23

Carton 6,	Dues - Enclosure A 1977-1978
Folder 24,	
Carton 7, Folder 1	
Carton 7,	Dues - Enclosure B 1976-1978
Folders 1-2	
Carton 7, Folder 3	Dues correspondence 1980-1981
Carton 7, Folder 4	Dues - payroll deductions 1977-1978
Carton 7,	Dues remittance copies 1983-1986
Folders 5-6	·
Carton 7, Folder 7	Form LM 3, LM-1A, LM 2 1976-1978
Carton 7, Folder 8	Form LM 3, LM-1A 1979
Carton 7,	IBM copier monthly statements
Folders 9-10	
Carton 7,	Invoices 1975-1982
Folders 10-17	
Carton 7,	Membership lists 1979-1981
Folders 18-19	·
Carton 7,	Membership roster 1982-1983
Folder 20	·
Carton 7,	Payroll 1978-1980
Folders 21-23	
Carton 7,	Receipt books 1976-1979
Folders 24-27,	·
Carton 8, Folder 1	
Carton 8.	Remittances 1978-1982
Folders 2-3	
Carton 8, Folder 4	Salary data 1977-1979
Carton 8,	Special assessment 1977, 1980
Folders 5-6	.,
Carton 8, Folder 7	Special assessment notebook 1977
Carton 8,	Tax returns 1976-1985
Folders 8-13	
	Series 8: Publications 1974-1982
	Extent: 9.0 folders; 1 oversize box (Carton 8, folders 14-22; Oversize Box 1)
	Arrangement
	Arranged as received.
	Scope and Contents
	Consists of published materials related to collective bargaining, including six editions of <i>Collective Barganining in Higher Education</i> , a bibliography produced by The National Center for the Study of Collective Bargaining in Higher Education, Baruch College, CUNY.
	Also included in this series are editions of Foghorn, the University of San Francisco's weekly
	newspaper, spanning the years fom 1977 to 1980.
Carton 8, Folder 14	Collective Bargaining in Higher Education, Bibliography No. 2 1974 April
Carton 8, Folder 15	Collective Bargaining in Higher Education, Bibliography No. 4 1976 April
Carton 8, Folder 16	Collective Bargaining in Higher Education, Bibliography No. 5 1977 April
Carton 8,	Collective Bargaining in Higher Education, Bibliography No. 6 1978 April
Folder 17	
Carton 8,	Collective Bargaining in Higher Education, Bibliography No. 7 1979 January
Folder 18	· · ·
Carton 8,	Collective Bargaining in Higher Education, Bibliography No. 8-9 1981 January
Folder 19	·
Carton 8,	Collective bargaining booklets and directory 1981-1982

Folder 20

Boxes 8, Folder 21 Carton 8, Folder 22

Oversize-box 1

Collective Bargaining conference proceedings 1975-1980 Higher Education Contract Clause Finder 1980 May

Foghorn 1977-1980