

LABOR RELATIONS

OFFICE OF THE DIRECTOR OF LABOR RELATIONS

160.01 Classification Records for Labor Apprentice Classes (Originals)

Dates: 1956 -
Volume: 6 Cu. Ft.
Annual Accumulation: Negligible
Arrangement: By class and Chronological

These files contain the classification records of descriptions of job duties and responsibilities, qualification criteria, and pay scale information related to the apprentice classes for carpenters, sheet metal records and plumbers pipefitters.

Recommendation: Retain in office until inactive through supersedure and/or general administrative obsolescence, then review the file and dispose of extraneous materials (providing no litigation is pending or anticipated) and transfer any materials possessing archival/research value to the custody of the University Archives.

160.02 Labor Grievance Case Files (Originals)

Dates: 1959 -
Volume: 3 Cu. Ft.
Annual Accumulation: Negligible
Arrangement: By grievant

This file series consists of the case files of labor grievances containing the written grievance, grievance response(s), transcript excerpts thereof of any grievance panel proceedings, and decisions.

Recommendation: Retain in office for five (5) years following the resolution of all respective case grievance levels, then dispose of provided all audits have been completed under the supervision of the Auditor General, if necessary, and no litigation is pending or anticipated.