Major activities since the January Board meeting have included the following:

1. Planning for the Microtechnology conference - these activities have included five days of meetings in Ottawa and follow-up activities; several conference calls with steering committee members and the funding committee; negotiations with NAC regarding their participation and follow-up work related to all meetings.

2. Hiring a Secretary - Lori Belovich is our new secretary. Job ads were placed, networks tapped, individual and group interviews arranged prior to her selection.

3. Skills Bank Committee - job description was developed for a coordinator, through local networks applications were received, screened by the Mini-Executive and interviews arranged. Our new coordinator is Sema Askoy.

4. Newsletter - a newsletter was published and sent out in March.

5. Nominations Committee - through work with the committee the office sent out nominations to four provinces - P.E.I., Yukon, Ontario, New Brunswick. Much discussion has taken place regarding Alberta and B.C. A decision regarding these provinces will be made at the Board Meeting.

6. Two Mini-Executive meetings have been held to select new staff and deal with a multitude of other business.

7. Negotiations with Secretary of State for our 1983/84 funding have almost been completed. Our budget for next year is $126,000 and we will be receiving $90,000 from them, a 20% increase.

8. I have maintained involvement in the Ad Hoc Committee on behalf of CCLOW. Those duties will now include a small amount of administration.

9. With Lenore, I have been attempting to track information and do background research on the proposed changes to the Adult Occupational Training Act now under negotiation with Federal and Provincial Governments. I will keep information going out to you as soon as it is available.

10. Information Calls and letters - a significant amount of time is spent tracking down information and resources for members and non-members (potential members) who call or write in. I will be passing a good part of this on to Sema as she takes up her job as Skills Bank Coordinator.

11. Office administration also consumes a significant amount of my time.

MEMBERSHIP COMMITTEE REPORT

1. What the by-laws say about membership categories (attached)

2. Membership as of February, 1982 (attached)

3. Recommend the following changes to the by-laws:

   a) Since membership fees are not tax deductable it is recommended that we drop the "sustaining membership" category and encourage donations. (Presently we have no sustaining members)

4. Brochure

   a) We are low on brochures and will be reprinting them right away. It is recommended that we have 5,000 printed. (cost approximately $610)

   b) Brochure changes 1.Sustaining membership category to be dropped?

      2. Enclosed payable to CCLOW is my cheque in the amount of $ _____ for membership and / or mailing list.

      Included also is a donation of $_____.

5. Fees

   Recommend that there be no change in fee structure except for sustaining membership.

6. Membership

The membership of the Corporation shall consist of the following categories:

i) <u>Active Members:</u> - individuals who support the objectives of this Corporation may apply for membership in the Corporation. Active members have full voting rights;

ii) <u>Life Members:</u> - individuals recommended by the National Committee and approved by the members at an Annual General Meeting or Special Meeting of the Corporation. Life members shall have the right to vote as individual members.

iii) <u>Honorary Members:</u> - individuals and/or groups recommended by the National Committee and approved by the members at an Annual General Meeting or Special Meeting of the Corporation. Honorary Members shall have no voting rights.

iv) <u>Sustaining Members:</u> - individuals who pay an annual sustaining membership fee shall have the right to vote as individual members.

v) <u>Organization/Agency Members:</u> - organizations who support the objectives of this Corporation may apply for membership in the Corporation. Organizational members have no voting rights.

vi) <u>Associate Members:</u> - individuals not wishing to take out active membership in the corporation but who wish to receive informational materials of the said corporation. Associate members have no voting rights.

Upon application, any individual or organization shall become a member of the Corporation upon payment of an annual membership fee; such membership shall be effective for the fiscal year within which such a contribution shall have been paid.

TYPES OF MEMBERSHIP

	REGULAR	(F)	INSTITUTIONAL	STUDENT	MAILING LIST	TOTAL
B.C.	31		10	1	4	47
ALBERTA	14		2	0	0	16
SASKATCHEWAN	36		5	2	11	54
MANITOBA	22		1	1	0	24
ONTARIO	120		21	25	11	177
QUEBEC	27		6	2	5	40
N.B.	16		1	1	11	29
N.S.	55		0	4	2	61
P.E.I.	10		0	0	1	11
NFLD.	11		0	0	1	12
YUKON	5		2	0	1	8
INTERN'L	1		0	0	1	2
TOTAL	347		48	36	47	481

Membership Committee
Terms of Reference

1. To be responsible for procedures handled by the national office re. membership

2. to be responsible for letters for new members and renewal of memberships as well as reminders of renewal.

3. to renew by-laws concerning membership and make recommendations to the national board.

4. to work closely with the publicity committee regarding promotion of membership.

Membership Committee

MEMO

From: Skills Bank Committee

To: Board Members

       The Skills Bank Committee would like your input by responding to the following question:

       Beyond asking for a reference, what means would you propose for ensuring quality control in the Skills Bank? Please bring your written response to the Board Meeting.

MINUTES OF THE SECOND PLANNING MEETING FOR THE JUNE 1982
CONFERENCE ON WOMEN AND THE IMPACT OF MICROTECHNOLOGY
Held at Carleton University, Ottawa, February 6-7, 1982

Those present:

Lenore Rogers CCLOW Regina
Susan Vander Voet CCLOW Toronto
Martha Colquhoun CCLOW Winnipeg
Linda Fischer CRIAW Toronto
Lee Farnworth CFUW Ottawa
Susan Phillips CRIAW/other
Margaret Benston SFU Vancouver
Aisla Thomson CRIAW Ottawa
Joan Brown-Hicks CCLOW Dartmouth
Ginette Sabourin Ottawa
Tamara Levine Secretary of State
Jane Pope C.A. Ottawa
Heather Menzies Ottawa
Julyan Reid CRIAW Ottawa

Françoise Poirier CFUW Québec
Ann Power CFUW Waterloo
Lisa Avedon CCLOW Waterloo
Jacqueline Bordeau NAC Montréal
Janet Ferguson Science Council
Joyce Peterson CTF Toronto
Jean Fairholm Ottawa Learner Centr
Ingrid Wellmeier NTW Group Toronto
Pat Webb CCLOW Ottawa
Joan Barber CFUW Oakville
Women's Program

Also invited:

Mary Maino St. Clair College
Carole Swan Ottawa
Kathy Moggeridge NAC
Barb Popel Ottawa

Alexa Deweil Sec. State Ottawa
Nancy Miller-Chenier NAC
Jane Stinson Ottawa

FEBRUARY 6 - MORNING SESSION

1.   The participants were welcomed by Liz Burge and Vaughn
Jellife who acted as facilitators/animateurs throughout the
weekend. The participants then introduced themselves and spoke
briefly of their concerns and those of their organisations.

2.   A discussion of the goals of the weekend resulted in
agreement that the objective was to prepare a plan of the
conference , with particular emphasis on the content of the
workshops. Under Vaughn's guidance, the proposed agenda was
reorganised and agreed upon, and the morning and afternoon goals set

3.   The group as a whole discussed the areas of concern,
resulting in the following being identified as main topic areas
for the conference:

                1 Training and Retraining
                2 Changing Employment
                3 Safety and Health
                4 Information Access/Privacy and Confidentiality
                5 Education, especially young people
The latter was added when it was noted that the brochure did
not specifically mention this area, since it is a different
focus from training in its concerns and market.

4.   The participants were divided into four groups (combining
areas 2 and 3) to brainstorm and decide upon six areas of
highest concern in their topic, suggest resource people and
materials. After this work session was finished, the groups
came together again to compare results and discuss them. General
agreement on the following content areas was reached:

TRAINING AND RETRAINING

1.   Information - Public Computer Literacy
2.   Counselling
3.   Actual Training - institutional and employer based
4.   Career mobility - affirmative action
5.   Future orientation - personal responsibility for change
6.   Strategies and Tactics

EDUCATION

1.   Curriculum
2.   Guidance
3.   Teacher Re-education
4.   Attitudinal changes
5.   Extra-curricular activities
6.   School planning and policy

INFORMATION CONTROL AND ACCESS

1. Information as social control
2. Using computors for women's benefit
3. Information control: centralisation / decentralisation
4. THe Home as Marketplace for computor services

EMPLOYMENT CHANGE

1. Work Station - Organisational Change - QWL
2. Job Change - deskilling or enrichment
3. Job Loss / Creation of new jobs
4. Change in workload - stress - electronic sweatshop?
5. Which jobs affected
6. Global overview

HEALTH AND SAFETY

1. Long terms effects - physical and mental
2. Ergonomics - machine design and work organisation
3. Protection - of worker and user,legislation etc.

(A typed copy of the groups' notes are attached)

FEBRUARY 6 - AFTERNOON SESSION

5.   After lunch and a hike back from the Commons, the participants
split up into groups to discuss format of the workshops they
had recommended in the morning session. The first task was to
define the qualities of a good conference (compiled list attached)
and the second to recommend the most effective format of dealing
with the concern area to meet the conference objectives.

6.   The groups reconvened to discuss the proposals for format.
Liz and Vaugh agreed to work that evening to put the porposals
into draft conference plan for discussion the following morning.

FEBRUARY 7 - MORNING SESSION

7.   Sunday's session began with serious discussion of the
comitments of the various co-sponsoring groups.

        CCLOW confirmed that its entire executive was committed
to the project, as evidenced by the fact that they were all present
at this planning meeting. Further, they were organising pre-
conference educational sessions in various regions. They were
committing Susan Vander Voet's time of one day per week for
the conference, and would serve on committees and provide service
in kind as needed: typing, phoning etc.

        CFUW is an organised network of 12000 women in varied
concerns, and has people who can do the kinds of things that are
needed to make the project work. They have the problem that they
have no money to pay for the expenses of their members which might
be incurred in participating in the organising, but they are
many services in kind they can do. They will try to determine
what more specifically they can offer.

        CRIAW has advanced $500 for the printing of the brochure,
and Aisla Thomson has been actively pursuing funding for the
conference. CRIAW's treasurer has signed the grant application
for funding for the planning meeting. CRIAW will commit itself
to cover one third of the costs until funding is received if
NAC and CCLOW will match that commitment.

        NAC - although there were NAC members present, neither
was in a position to know or present the commitment of the NAC
executive. Kathy Moggeridge of NAC had indicated to Susan Vander
Voet by telephone that NAC could make $2000 available as a loan.
Jacqueline volunteered to coordinate whatever work can be done from
and in Montreal area. In the absence of a firm commitment from NAC,

the group agreed to write the NAC executive and explain the
need for a clear understanding of their involvement in this
conference. The commitments of the other groups would be
outlined to them and their response requested within a reasonable
deadline. If no response in writing is received, then the
conference will go ahead without them. Susan V. agreed to
draft such a letter.

8. Martha agreed to contact the President of the Manitoba
Teachers' Society and ask for a contribution.

9. A discussion of the content and purpose of the initial
brochure followed. Martha suggested that we go, ahead with
plans to distribute the brochure, use networks and newsletters
to advertise the conference, and be sure that the topic
of Education is mentioned in all advertising material.

' It was moved and seconded by Lisa and Ingrid that we go
ahead with the brochure as printed and develop strategies to
deal with any gaps as soon as possible, The motion was carried.

10. Jacqueline commented that she was concerned that people
consider that the field of microelectronics was much more
that computors and word processors, that it also includes
robotics.

11. It was noted that the entire planning weekend was possible
because of grants from Secretary of State Women's Program.
Questions about further funding were answered by Aisla who gave
a short report on the various sources available, and the
fiscal deadlines they have. She stressed that time was of the
essence in getting in proposals for funding, and suggested a
two-tier approach: formal proposals and pleading from large
agencies for major conference funding, and individual donations
from local interests for specific events, ie local winery
donate hospitality suite? She was warmly thanked for her hard
work in seeking outthis information.

12. Julyan returned from attempts to reach the NAC executive
by phone with the news that Pat Hacker, on the NAC executive,
had stated that NAC would contribute time, money and people.
The group agreed that it was still necessary to continue with
the original plan to get confirmation of NAC's commitment in
writing. Suggestions were made and agreed upon to seek endorse-
ments from other organisations and to encourage their financial
support in sending delegates to the conference.

13. Vaughn and Liz then outlined a draft conference outline
which had been drawn up from the notes of the previous day.
Suggestions and amendment produced a conference format as follows:

	FRIDAY	SATURDAY	SUNDAY
first half of morning	KEYNOTE SPEAKER "THE PAST"	keynote/panel "present"where are we?	THE FUTURE Where do we go?
second half	(Overview) workshops and imformation sessions	workshops	workshops and strategy sessions
first half of afternoon	workshops in topic areas	workshops	workshops and strategy sessions
second half		workshops	
			plenary Evaluation
evening	Recap of Friday? Reception / social		

This conference format was agreed upon, and the program
committee was charged with the responsibility of tailoring
the format to meet the needs of the different topics in
order to reach the participants in the most effective way.

14. It was noted that although the phrase "quality of life" had
been tossed about during the weekend, it had not been placed
on the plan. After some clarifying discussion, it was agreed
that the quality of life is really a concern of the conference
which would be reflected in all the topics, and that the concept
of Quality of Working Life (QWL) as relating to organisational
change and so forth deserved attention under the theme of Employment.

15. After discussion it was agreed that we would try to find
women speakers for the conference, but that the organisers would
not be precluded from settling for a man if he had the particular
expertise required. It was noted that possession of technical
information does not necessarily make one an expert, nor a good
speaker or facilitator. It was agreed that a feminist analysis
is important, and that it might be easier for a concerned feminist
to learn the issues than for a male technocrat to learn feminist
anlaysis.

16. Discussion then moved to the striking of committees. It was
agreed to try to have a member of each area of concern on the
program committee. The group as a whole agreed on the kinds of
committees needed, then broke into working groups to determine
the tasks and functions of those committees. (list attached)
It was agreed that the working groups from Saturday who outlined
the content and format of each topic area could be used as
subcommittees of the program committee and chare the tasks.

17. It was recommended that the Steering Committee represent
each of the major committees and co-sponsoring organisations,
by combining functions into one person wherever possible in
order to keep the numbers on the committee to a workable level.
The conference coordinator should sit on the steering committee
which is ultimately responsible to the co-sponsors.

18. It was agreed that the Steering Committee should appoint a
coordinator by the end of February. She should have high administrative
skills, able to work with details, solve problems, and work within
deadlines, and the various committees. She does not need to have
experience in the creation of conference content, nor have contacts
in the fields of interest, but bilingualism would be an asset.

19. After lunch, volunteers were signed up to the various
commitees. (a list is attached)

20. A draft letter to NAC,was read and approved. Susan V. was
requested to have it typed and sent, and to sign the letter on
behalf of the groups present. (Note: this letter was subsequently
approved by Margrit Eichler, the president of CRIAW.)

21. It was suggested that local groups of the co-sponsoring
organisations be encourages to promote the conference and raise
the issues early, to emphasize the regional nature of the resources
and the problems.

22, It was suggested that the Hardware committee investigate
alternatives to user displays so that some form of hardware
presentation can be ensured.

23. The tentative budget was then reviewed and discussed. Much
discussion of the fees that should be charged resulted in the
suggestion that the Funding Committee examine the feasibility of
charging one rate for the conference and another for the conference
and accomodation, say $75-100 and $175. With a high fee like this

women who could not afford to attend could be directed to
the organisations for funding or subsidy. The matter was not
resolved, but was referred to the Funding Committee to. settle.
as the
24. The groups agreed to look at the feasibilty of co-sponsoring
pre-conference events. Perhaps some publicity might be generated
ans education provided around the launching of Heather's new book.

25. It was agreed that an Evaluation committee would have to
be struck to determine the effectiveness of the mechanisms
used to reach the conference objectives. As well there will
need to be arrangements to report on the proceedings of the
conference, and to arrange for publication of papers.

26. Susan P. agreed to amalgamate the notes and paper collected
in the two days an put it in the form of the minutes you may or
may not have just read.

27. Liz and Vaughn were thanked for their very hard work in.
helping keep the group on the tasks at hand, and in pulling
together the work done the previous day so that there was a
concrete idea of what had been decided.

The meeting adjourned at 3:00 p.m.

COMMITTEE TASKS

STEERING COMMITTEE

(consisting of representatives of committees and of cosponsoring groups - latter to be responsible directly to the group executive)

TASKS:
1. Conference watchdogs and prodders***
2. policy issues
3. hire and direct coordinator
4. develop job description for coordinator and clerical support - clear tasks and deadlines.
5. set up conference HQ
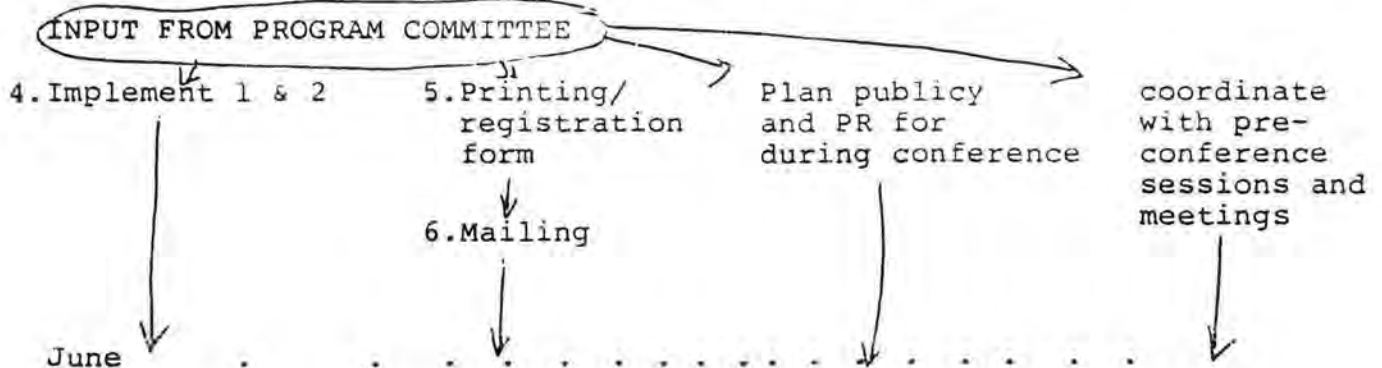6. make decision on proceedings publication

EVALUATION COMMITTEE

Task 1 - by March 1, have methodology to evaluate conference planning and ongoing documentation by committees to Steering Committee

Task 2 - by May 1, have form designed for computor processing to assess sucess of conference in relation to conference objectives, to include program, content and process.

PROGRAM COMMITTEE

1. identify research needed
2. identify existing and available research
3. find researchers for 1.
4. tentative program set up
5. contact resource people
6. tentative budget
7. confirm resource people
8. finalise program ⟵————————————— BY MARCH 15th
9. determine kit material for rpinting
10. determine workshop material needed for printing
11. info on major presenters
12. contract with major presenters/speakers
13. on going communication with presenters
14. maintain overview
15. representation of topic areas and consponsoring groups

MARKETING/PUBLICITY COMMITTEE

February: 1 identify markets (by regions also)
2 identify techniques to reach markets
3 regional representation

INPUT FROM PROGRAM COMMITTEE

| 4.Implement 1 & 2 | 5.Printing/ registration form | Plan publicy and PR for during conference | coordinate with pre-conference sessions and meetings |

6.Mailing

June

HARDWARE COMMITTEE

1. identify hardware desirable
2. identify tour locations
3. determine available locations
4. identify available facilities and insurance at Carleton

As soon as possible

5. Contact suppliers
   - to rent space or come free?
   - supply if bilingual women demonstrators

6. Design advance publicity for displays

.. 2

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(consisting of representatives of committees and of cosponsoring
groups - latter to be responsible directly to the group executive)

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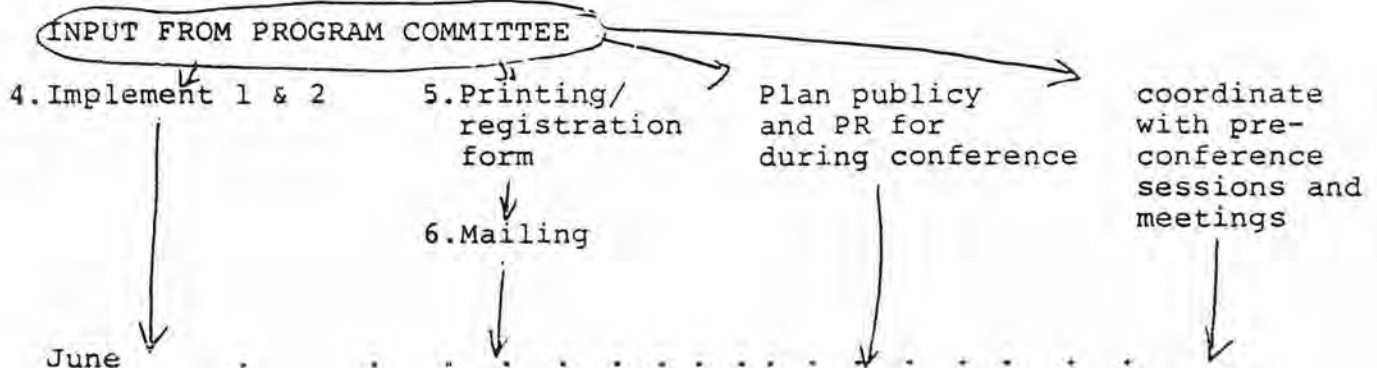6. make decision on proceedings publication

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MARKETING/PUBLICITY COMMITTEE

February: 1 identify markets (by regions also)
2 identify techniques to reach markets
3 regional representation

INPUT FROM PROGRAM COMMITTEE

4. Implement 1 & 2   5. Printing/   Plan publicy   coordinate
                           registration   and PR for   with pre-
                           form   during conference   conference
                                                                   sessions and
                                                                   meetings
                        6. Mailing

June

HARDWARE COMMITTEE

1. identify hardware desirable
2. identify tour locations   As soon as possible
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   - to rent space or come free?
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.. 2

Notes from the (INFORMATION CONTROL AND ACCESS) Brainstorming group

TOPIC 1

Information as social control

Self defense — techniques in a national response of women
to tecnology
— welfare women

CEIC / UIC — policy development based on computor states

— use of technology as a control tool eg women on
provincial benefits and the determination of their
employability

Privacy — consequences of the perception that information/dossier
on individuals is public and available to people in power

— privacy, autonomy and accessibility of information to
people in power eg RCMP,employers, gov't, police

— financial and other implications
— consequences of medical records eg OHIP used as a
data base

Accuracy of recording information and individual's access to it
—legislations and human rights

FORMAT panel of three with a moderator followed by workshops on
each area lead by each of the panelists

* We will solicit people willing to write a paper with a view to
publishing a pamphlet on these issues from a feminist perspective.

TOPIC 2

Using computors for women's benefit

Use of information, computors as a communications network
among women
— USA National Women's Mailing list   San Francisco
— Feminist Computor Project — San Diego
— Telidon projects by women
— CRIAW information retreval system
— CRIAW talent bank
— Resources for Feminist Research — computorising
a feminist publication

TOPIC 3

Information control: centralisation / decentralisation

Central control through central data banks and decentralised
networks

Hobby networks and home computors and telephone lines

Social implications of the two models and potential for the future

FORMAT 2 person panel to deal with the Theoretical Models and
social implications and the potential for the future

Maggie Benston could be one panelist

other resources could be Ann Hall, Community Services in Toronto

TOPIC 4

The Home as a Marketplace for Computor Services

include: what the services are
isolation
information manipulation through centralised control
re-inforcement of current sex roles?
computor assisted learning
work in the Home
buying services from the home — shopping at home
electronic mail
home computors

FORMAT   Hands on with 15-20 minute presentation on the issues
          and discussion

          include the senario"home of the future" and critique
          same in the info package

          check overlap of this topic area with other workshops

Film "the Chips are down"

RESOURCE PEOPLE

Ann Ironside - computor literacy

Jane Hutton - ditto

Jane Stinson - workforce (CUPE Ottawa)

Judy Wouk - legislation and human rights

Meagan Carvell - Welfare Women

Mary Maino - St. Clair College- Privacy and Confidentiality

Maggie Benston - theoretical models and social implications

From the (EMPLOYMENT CHANGE) working group
Workshop topics

TOPIC 1. <u>Work station</u> - how work is reorganised - how organisational
        change is effected - the quality of working life

    Resources: Barbara Garson -   Jane Barker
                 Jan Mears   Judith Gregory

TOPIC 2. <u>Deskilling</u> - division of labour - lack of oocupational
        choice - machine monitoring and pace-setting
        any job improvement?

    Resources: Ingrid Wellmeier
                 Janice Manchee - "Drowning in the Pool"

TOPIC 3. <u>Job loss / job change</u> - unemployment
                              -part time work
                              - cottage industry
                              - new jobs created
    Resources: Jane Stinson CUPE

TOPIC 4. <u>Early Warning</u> signs of Tech Change - which jobs will be
        affeected and which are changed now
        how has being unionised/organised influenced
        the introduction of technology/organisational change?

    Resources: Heather Menzies
                 Maureen Headley - BC Gov't Employees

TOPIC 5. <u>Change in work load</u> - stress - effect on productivity
                              - competition
    Resources: Pat McDermott Toronto

TOPIC 6. <u>Global overview</u> needed - women in 3rd world
                              - women in micro-tech industries

    Resources: Pat McDermott
                 Anu Bose CCIC
                 Lenny Siegel
                 Rachel Grossman (Pacific Studies)
                 Jane Cottingham - ISIS -(see Jean)

READING AND AV MATERIAL

Why aren't you smiling? - a DEC slide-tape
Global assembly line - article in Ms.

1. Article by Barbara Garson in Mother Jones
    New Technology Working Group Bibliography

2. Women and the Chip - Menzies
    Drowning in the Pool - Manchee
    Biblio.
3. Need research in this area ***
4. Need research for specific jobs
    what are the patterns of employment and how are they
    changing?
5. Electronic Sweatshop article by B. Garson
    Biblio

FORMAT: TERRIFIC KEYNOTE SPEAKER TO DO OVERVIEW
        followed by workshops on the first five topics

        Summed up by a panel discussion with all the
        workshop leaders/resources.

Members of group who will act as resources: Ingrid, Susan,
    Jean and Françoise

Notes of the EDUCATION brainstorming group   (Jan Ferguson leader,
                                              Joan Barber, recorder)

Areas of concern:

A teacher of secondary studentssees the widening gap
between technicians and key pushers-what kind of jobs
will be for them? training? guidance is needed in
the content of secondary school curricula - do girls
need math and science? need to avert women going to
qhetto jobs and men doing the programming

what are the implications for teachers?

what can schools do in the curriculum area? .

computor literacy

guidance and counselling
                        of women
teachers and education $\wedge$ - attitudinal changes needed
so that pattern is not repeated

general overview of the curriculum needed - new courses
in technology should not be in the shop area but as
independent study

who guides the career or guidance counsellors?

use technology to teach 'technology - Ontario - Manpower
CHOISES - NB. computors are non-biased, but what about
programmers?

train women not to be just button pushers - give access
to control function - programming - building

important that girls see that there are lots of opportunities
not merely as word processors

historically women have not been involved in the decision
making only as the 2nd wave - emphasis should be on the
younger girls but programs aimed at both

importance of seeing role models - separate classes

"Hidden curriculum"

extra curricular activities for girls in microtech -
to de-mystify - more things can be done now by tapping
keys rather than having muscles

Manitoba Teachers' Fed doing a survey

school planning - not put word processors in secretarial
and computors in shop or science

process? - identify place that is coping - where is
microtech in curriculum and present posistive models
for action

WORKSHOP TOPICS:

(1) what can schools do in the (curriculum) area?

        computor awareness / literacy
        de-mystify
        building maintaining the technology
        course ware bias for use in computorised classroom

(2) (guidance)

(3) (teacher re-education) particularly business education and
       computor skills

(4) (attitudinal) changes
        hidden curriculum
        structural discrimination
        awareness of potential opportunity to control environment

outside the school - workshops and (5) (extra-curricular) activities

(6) (school planning) - where is microtechnolgy being taught now
        positive models for action
        future directions
         (policy)

Notes from the (TRAINING AND RETRAINING) brainstorming group

Possible conference theme: Technology as Patriarchy; the Feminist
                             Response

                sub-themes: De-mystification
                             Political Awareness

1. Pre-conference programs

        show "Now the Chips are Down"
             "Goodbye Gutenberg" from NFB

        handout background factsheet
        state issues
        raise questions to lead to workshops and conference

these films could be sponsored by CCLOW, CRIAW, NAC and CFUW
across Canada.

        books by Heather Menzies "Women and the Chip"
                                 "Your job and the Computor" out in
                                                              April

2. Workshops at Conference
      TOPIC 1. Information - public computor literacy
      TOPIC 2. Counselling
      TOPIC 3. Actual Training - institutional
                                - employer based
      TOPIC 4. Career Mobility - affirmative action
      TOPIC 5. Future orientation - personal responsibility for change
      TOPIC 6. Strategies and Tactics

Resource People and Materials

1. Heather Menzies - theme talk with historical perspective tied to
                     theme

2. Geraldine Finn - concerned with patriarchy theme - match her
                    with someone knowledgable on technology

3. Jill Vickers - PoliSci - Carleton

4. Carol Armatage - studying organisational change, working on
     existing government training program

5. Recommend to steering committee that we get resource
   people from across all regions because this will spread
   the expertise and provide local models

Group members : Joan Brown-Hicks(leader)
                Ann Power (recorder)

                Lenore Rogers
                Lisa Avedon
                Jane Pope
                Lee Farnworth
                Ginette Sabourin

            BACKGROUND NOTES - brainstorming

Training bias in the new environment - what the employer needs
     and thinks he needs and what the workers really need

Cost of equipment - too high to train on job

Two categories of training - on the job and institutional

lack of career information on training - where to go?

Pre-trades training - where do women get this - have to socialize
      them to this idea

TRAINING/RETRAINING

Union negotiations

hardware	vs	software
production		word process
repair-engineering		programming
machines		info

Bias against women - streamed into software and production-line
(automation)

Concern for health - especially mental

Public education - getting people to understand terms for
themselves and their children
- who is responsible for it?
-lack of role models

De-mystify technology as part of retraining

Gap between teens now familiar with tech and older people
who have never been exposed to it

Lack of models and programs developed for this

pioneers will have to share

is there a link with educational institutions look at specific
training issues   - who will do the training?
- what will the training be for? types of jobs?

Labour Market Projections - rapid changes in technology -
Rapid   how do we train for this? can we?
- possible job elimination in few years
-training lags behind the technology
- which doom women to unemployment
in finge occupations
Lobby for affirmative action programs
- in industry and government, special programs for women
to overcome lack of science and tech background
- counselling is the first step

Must understand the context in which we operating - need lead-off
overview to start conference, to excite people and raise interest

Another resource:

Joan Pennyfather - film on the relevancy of microtech to women
Studio D - NFB

(FORMAT) Keynote speakers - 3 - one on each day followed by
pertinent workshops
#1 sets the stage - chronology
#2 more specific in identifying the issues
#3 political advocacy - where are we going

Keynote addresses for everyone
Theme addresses for each area of interest
Marketing information developed on each theme and target
to people with that particular interest

Three stages: a) de-mystify, information and explanation
b) exposition - panel representing variety of
the issues leading to workshops
c) advocacy stage

from the (HEALTH AND SAFETY) brainstorming group (the negativists)

Area sub-theme of users and producers - the physical and mental
effects on women of the divisions between:

                                    -those who produce the machines
                                     (manufacturers and workers)

                                    - those who produce the work

                                    - those who use the machines
                                     (employers and workers)

    Workshop areas:
TOPIC   1   (Protection) - legislation - what there is
                          - what is needed

                          - collective agreements
                          - licencing requirements and machine design
            Resources: Bob de Matteo - OPSEU -Toronto
                         Frances Lankin
                       * Linda Torney - Toronto (Newspaper Guild)
                         Judith Gregory's group USA and their
                             publication
                         Toronto Metro Labour Council Pamphlet
                         Susan Phillips - legislation and income
                                                    protection
                         Louise Hall PSAC
TOPIC   2   (Ergonomics) - working environment
                         -physical and mental load
                         - machine design
                        -work organisation
                        -synergistic effects

            Resources: -"Office Workers' Survival Manual"
                       -"Working for your Life" film
                       -Françoise Poirier - ergonomist Quebec
                       - Joyce Peterson - Teachers Federation
                         Toronto - 416-694-1398 home #

TOPIC   3   (Long term effects) - premature aging, alienation,
                         effects of lack of reinforcement, isolation
                         lack of intellectual stimulation

            Resources: -Jennifer Penney - Healthsharing - Toronto
                       -article on electronic sweatshop in "Mother
                        Jones"
                       -Kinesis article February 1981

Recommend including a booth or demonstration from the agencies
involved in Occupational health and safety.

Two publications   The Health and Safety Hazards Faced by
                    Canadian Public Employees   CUPE - 1978

                    Women's Work, Women's Health
                            Jeanne Stellman

FORMAT : Speakers on the last two issues / information on these
          issues presented in the first two days of the conference

          Strategy sessions on the issue of protection in the
          last two days so that the information can be used
          by groups with different interests in protection to strategis
          This way the various backgrounds - employee, VDT operator,
          union activist etc . have a chance of having received
          the same information and can share the strategising.

March 23, 1982

Memo

To: Board Members
From: Susan Vander Voet
Re: Supplementary Information on Adult Occupational Training Act
    Board Agenda Item NB 3

Enclosed, please find background papers from CEIC to the proposed changes
to the Adult Occupation Training Act. We have also managed to find a
copy of the amendments to the Act which were tabled in the House of
Commons in May of 1981. This legislation is still on the order paper
having gone through first reading. It will be going to committee this
spring, but no public delegations will be received.

Cheers - see you in April.