

NALC: Department of Research and Education

4.3 Linear Feet

1968-1985

(Predominantly 1977-1985)

Accession No. 1918

Records of the Department of Research and Education were deposited in the Archives of Labor and Urban Affairs by the National Association of Letter Carriers (NALC) in March 2004 and February 2007, and opened for research in August 2007.

The Department of Research and Education (R&E) grew out of a need to provide information and educational materials for officers and members of NALC. To this end, the director of R&E, F. John Miller, worked to develop, expand, and continually improve a collection of educational and training materials, as well as produce and distribute informational material as needed. As R&E director, he provided support for various NALC departments through research projects developed to supplement educational programs; assisted in preparing testimony, communications, policy statements and press releases on legislative issues; and developed materials for legislative workshops and for NALC's grass-roots legislative program. Miller also participated in various task forces on research and public relations, and assisted in the writing and production of numerous manuals, handbooks, pamphlets and guides.

To support research activities and to provide a center of information for the NALC Headquarters, Miller developed a comprehensive collection of publications and resource materials generated by various NALC offices, the U.S. Postal Service, the U.S. Government, and other miscellaneous sources. These efforts resulted in the creation of the NALC Information Center.

F. John Miller held the position of director of the Department of Research and Education from 1977 to 1984. He was born in 1940, earned a bachelor's degree in education from Carlton College, master's and doctoral degrees in history at the University of Minnesota, and a Juris Doctorate degree from Catholic University of America. Prior to his employment with NALC, Miller was on the staff of the George Meany Center for Labor Studies and was a business agent and organizer for the Service Employees International Union. From 1984 to 2005, following his years as director of the Department of Research and Education, Miller served as executive assistant to Presidents Vincent R. Sombrotto and William H. Young. Miller retired from NALC in 2005.

Records in this group reflect the activities of the Department of Research and Education between 1977 and 1985, and provide examples of materials produced. Correspondence, which represents a large portion of these records, contains numerous transmittal letters regarding information requests, as well as summary information from the R&E director relating to various research projects. Also included are memos, minutes, studies, reports, surveys, clippings, press releases, guides, manuals, workbooks, and various other training and promotional materials.

Important subjects covered in this collection:

American Federation of Labor and Congress of Industrial Organizations
Employee Participation
Federal Employee Health Benefits Program (U.S.)
Guides and Handbooks
Harvard Program on Information Resources
Health Benefit Plans
Industrial Relations Research Association
Information Services
Information Resources
Labor Institute of Public Affairs (AFL-CIO)
Labor Research Advisory Council (U.S.)
Labor-Management Relations
Leadership Development
Lobbying
Political Activists
Political Participation
Productivity
Quality of Work Life
Safety and Health at Work
Surveys, Employees
Training Manuals
Working Environment

Important correspondents in this collection:

Bolger, William F.
Dole, Robert J.
Ford, William D.
Gildea, James C.
Holland, Ken
Hoyer, Steny H.
Rostenkowski, Dan
Roth, William V., Jr.

Note on Arrangement

When deposited, the files contained in this record group were separated by year. In order to make the information more accessible to researchers, yearly records were merged according to subject. Unless otherwise noted, material is now arranged first alphabetically by subject, and then in chronological order.

Transfers

A number of convention audio and videotapes have been transferred to the audiovisual department of the Library.

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Series I: Correspondence, 1977-1983, Boxes 1-2:

Materials in this series include correspondence, inter-office memoranda, information requests, both incoming and outgoing, transmittal letters, summary reports, and requests for studies of interest to NALC. Master index files for 1977 thru June 1981 and for 1982 cross-reference correspondence by numbers attached to each record, although correspondence for a portion of 1979 and for 1980 is missing. A Master index file for 1983 correspondence uses an alphabetical cross-reference system. The 1983 monthly files contain some correspondence not included in the Master index. While these general correspondence files contain copies of most outgoing correspondence generated by this department, researchers should examine specific subject files for a complete search of the material. Monthly correspondence files are arranged in chronological order, while those to individuals are alphabetical.

Series II: Employee Involvement, 1975-1984, Box 2:

This series contains correspondence, research material, surveys, maps, charts, directories, schedules, and reports relating to the Joint NALC-USPS Employee Involvement program, the bulk of which was generated by the Department of Research and Education. Files are arranged alphabetically.

Series III: Executive Council Meetings, 1979-1981, Boxes 2-3:

Minutes, reports and supplemental material produced for examination and discussion during meetings of the Executive Council. Materials are arranged chronologically according to date of meeting.

Series IV: Health Benefit Plan, 1979-1983, Box 3:

Contains material generated during the 1979 through 1983 NALC Health Benefit Plan Open Season enrollment campaigns, as well as information concerning legislation, congressional hearings and budget cuts related to the Federal Employee Health Benefit Plan.

Series V: Publications, Guides and Training Manuals, 1969-1981, Box 3:

Publications and examples of training materials developed and produced by the Department of Research and Education. Titles are arranged alphabetically.

Series VI: Subject Files, 1968-1985, Boxes 3-4:

This series contains material produced and/or collected by the Department of Research and Education and reflects some of its many areas of interest and projects undertaken. Of particular interest to researchers might be the Press Relations Wire which contains daily announcements concerning the 1981 contract negotiations and potential strike. With regard to research activities, the many memberships and affiliations with groups and educational programs noted here give some indication of the opportunities taken to locate resources and research information, as well as keep abreast of developments in areas of legislation and policy. Subjects are arranged alphabetically.

Series VII: NALC Education Programs, 1971-1985, Box 5:

This series contains information on a small number of programs developed over the years by staff within the Department of Research and Education. In addition to information on the programs, some training materials are also included.

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22. *If you are a Letter Carrier You Can't Afford NOT to Be a Member of The National Association of Letter Carriers*, n.d.
23. *The Mail Man: A Short History and Appraisal*, 2nd and 3rd eds., 1972, 1975
24. NALC Grievance Training Program; *Instructor's Manual*, Instructor's Notes, (Master) 1981
25. NALC Grievance Training Program; *Instructor's Manual*, Unit 1 (Master), 1981
26. NALC Grievance Training Program; *Instructor's Manual*, Unit 2 (Master), 1981
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