A Glossary of Index Headings, pp. xxxv-xlvi

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Abstract

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A Glossary of Index Headings

In General

In many cases it has been necessary to draw somewhat arbitrary distinctions between index headings in order to avoid overlapping. In case of doubt concerning the meaning or coverage of a heading, this glossary should always be consulted. Only those headings about which there might be some question are defined here. One general rule of importance is that where a general heading covers ground also covered by a more specific heading, the specific heading is used wherever possible. For example, the headings include hours of labor and also Fair Labor Standards Act; scientific management as well as efficiency ratings. Wherever possible, the more specific heading is used. Discussion of the need for legislative action on a particular matter is indexed under a general heading—for example, anti-injunction laws or hours of work. But discussion of a pending bill which becomes a law—for example, the Norris-LaGuardia Act or the Fair Labor Standards Act—is indexed under the law itself.

The items have been classified with a minimum of interpretation or evaluation. When an individual is called a Communist, the item is placed under Communists without any attempt to ascertain the truth of the charge. In some cases, however, the usage of the index headings is not the same as that of the union publications. For example, many discussions of “depressions” appearing in the publications have been indexed here under “business cycles.”

The index is composed of main headings and sub-heads of several orders of importance. In most cases where sub-heads are used under a main heading, there are items which could not be classified under any of the sub-heads. In such cases the items are simply placed under the main heading. This indicates that they cover the general subject. Despite efforts to avoid overlapping headings, many items are of necessity indexed under two or more headings; for example, a discussion of alien labor might include some consideration of immigration, and the item would be indexed under both headings.

In a few cases, the following notes indicate the nature of the material to be found under the heading as well as the meaning of the heading.
accidents, industrial
Includes chiefly discussions of the number of accidents and descriptions of specific incidents. Discussions of the need for preventive measures and of specific safety devices are indexed under safety, industrial.

agreements, collective
All material relating to the negotiation of agreements is found under collective bargaining. Specific aspects of agreements, such as seniority clauses, are found under the appropriate headings.

provisions
Includes summaries of the content of agreements. The subhead texts includes verbatim reprints of agreements.

alien labor
Foreign-born workers in the United States regardless of citizenship.

anti-trust laws
General discussion of the desirability of state and federal anti-trust laws, and of their applicability to trade unions; note that the cross reference headings are more specific.

apprenticeship
Plans for the training of journeymen, usually including signed obligations; more formal than the training programs indexed under the heading learners.

arbitration, compulsory
A situation in which the submission of industrial disputes to an arbitral agency and acceptance of the agency’s award are required by public laws. Under investigation, compulsory, submission of disputes to an investigatory agency is compelled by law, but only recommendations and not a binding award result from a proceeding. References to the (first) National War Labor Board and the National Defense Mediation Board are indexed under separate headings.

arbitration, voluntary
A form of settlement of industrial disputes in which the parties are not required by law to submit their disputes to an arbitral body, but may agree voluntarily to do so and to

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be bound by the award. Arbitration required by the terms of a collective agreement is sometimes called compulsory, but this usage has not been followed herein.

(auxiliary activities of unions, not officially sponsored)

Includes not only the activities of ladies' auxiliaries and the like but also insurance schemes and other cooperative enterprises carried on by members of the union, sometimes with the assistance of its journal and officers, but without the official support of the union.

("boarding house system")

Prevalent on the Pacific Coast during the late 19th century. Under this system boarding house operators met seamen as they left their ships after a long voyage, induced them to engage lodgings, and provided them with food and liquor until their funds were exhausted. They then connived with shipmasters to sign each man up for another voyage, collecting a substantial advance on his pay for the service.

(boycotts)

Collective refusal to purchase certain commodities, to work on certain materials, or to work with certain workers; includes also pressure on third parties not to buy boycotted goods. See also the definition of strikes, forms, sympathetic.

(business conditions in particular industries)

Refers only to specific industries or in some cases particular localities; it is more specific than business cycles.

(business cycles)

Discussions of cyclical fluctuations of economic activity, denoted most frequently in the publications by the term "depressions." Specific aspects of the business cycle, such as unemployment, are indexed under the more specific heading.

(business cycles, remedies)

Includes a considerable amount of material which is also indexed under more specific headings, such as money and credit.

(capitalism)

The items indexed under this heading include a great deal
of chaff. Wherever possible, items were indexed under more specific headings.

**capitalism, criticisms of**
Consists chiefly of long discussions of the evils of capitalism, with a concluding sentence to the effect that the only solution is socialism, communism, or something else.

**charters**
Consists of discussions of the actual documents. Excludes any discussion of the process of issuing charters, which is indexed under the heading local unions, chartering.

**citizens' alliances and committees**
These are more formal and open organizations than those indexed under the heading vigilantes. The latter operate secretly and sporadically, while the former usually publicize their purposes and membership. Allegations of violations of civil liberties by citizens' alliances and committees are indexed under this heading rather than under the more general civil liberties.

**class conflict, doctrine of**
Discussions of the existence of class conflict are in general indexed under this heading rather than under broader headings such as socialism or communism.

**collective bargaining**
A broad heading. Many of the items which might have been indexed under this heading were instead indexed under more specific headings.

**communism**
This broad heading was used only where none of the more specific headings appeared suitable. The recent material contains some general references to "totalitarian governments" and "dictatorships." Such items were indexed under both fascism and communism and in some cases under other appropriate headings also.

**Communist International**
More specific than communism.
communists
More specific than communism. Allegations that so-and-so is "a communist" have been indexed under this heading without any attempt to examine the validity of the statement.

comp*any unions and employee representation plans
Allegations that an organization is a company union are indexed under this heading, even though the organization may not in fact be company dominated. When the term is obviously used as a mere epithet, however—for example, when a large international is denounced as a company union by its rivals or critics—the item is not indexed under this heading.

competition among products
Product is used here to denote a good which is in its final form, while a material will undergo further processing before it reaches the buyer. Competition between products having the same form but made of different materials is really competition between materials, a form of technological change, and was indexed under that heading. An example is competition between plastic gears and steel gears.

Coronado Coal Company cases
Litigation involving this company and the United Mine Workers of America was before the federal courts from 1914 to 1927 and five written decisions were handed down, including two—in 1922 and 1925—by the United States Supreme Court. All references to this extensive litigation are indexed under this heading.

courts
A general heading avoided when possible.

craft unions, arguments for
This heading includes most of the discussions of craft versus industrial organization which conclude in favor of the craft form.

criminal cases in labor disputes
More specific than courts; strikes, role of government in; violence. The Mooney-Billings case is indexed under violence.
cultural activities

Includes cultural activities of unions which are officially sponsored but which are not organized as courses of study—for example, dramatic productions.

damage suits

Includes both actions under the triple damages provision of the Sherman Act and suits against unions at common law.

discharge

This is a severance of employment intended to be permanent, while a layoff is intended to be temporary. Discussions of seniority in discharge are indexed under both discharge and seniority. Discussions of discriminatory discharges, however, are indexed only under discrimination by employers.

dual unionism

This excludes dual unionism arising from the CIO-AFL split, which is indexed under Congress of Industrial Organizations. Where dual unionism results from a factional conflict, the events leading up to the split are indexed only under factional conflicts, the split-off itself is indexed under both headings, and subsequent events are indexed only under the present heading.

economic opinions not elsewhere classified

An extremely general heading, which includes little useful material. More specific headings were used wherever possible.

economics and economists

This does not include discussion of specific doctrines, such as theories of wages. Generalizations about the science based on specific doctrines, however, are indexed under this heading as well as under the doctrine in question.

efficiency, promotion of by unions

Excludes action taken in pursuance of a formal plan of union-management cooperation, which are indexed under that heading. Where it is not clear whether or not such a plan exists, the present heading is used.
factional conflict
Where factional conflict results in dual unionism, the material up to and including the split-off is indexed under this heading. Events subsequent to the split-off are indexed under dual unionism only.

Fair Labor Standards Act
More specific than hours of work, maximum hour legislation, or wages, minimum.

fascism
See note under communism.

Federation of Organized Trades and Labor Unions
Formed in 1881 by many of the same leaders who in 1886 organized its successor, the American Federation of Labor. The AFL now refers to 1881 as its date of organization, but the distinction between the original and successor organizations has been retained here.

federations of labor
Only material relating to federations as such is indexed under this heading. Relations between locals and federations and between internationals and federations are indexed under sub-heads of the main headings local unions and international unions, and also under American Federation of Labor, federal locals.

foreign affairs of the United States
More specific headings are immigration and emigration, League of Nations, Monroe Doctrine and war.

foreign nations and governments
A more specific heading than fascism or communism.

government officials
Includes primarily discussions of elected and appointed federal officials exclusive of presidents of the United States, who are listed under that heading. Outstanding political figures, such as Marcus A. Hanna and Robert M. LaFollette, Sr., are sometimes given separate listing and should be looked for by name.
Haywood-Moyer-Pettibone incident
A case in which three officers of the Western Federation of Miners were extradited by unusual procedures to stand trial on murder charges.

hiring procedures, crimps
Crimps are peculiar to the maritime industry. They are in effect hiring agents for masters of vessels and work on a commission basis.

Hitchman Coal and Coke Co. vs. Mitchell
Includes discussions of both the 1912 lower court decision and the 1917 U. S. Supreme Court decision.

independent unions
See note under company unions and employee representation plans.

industrial combinations, effects
Refers to specific combinations, whereas industrial concentration refers to the general problem.

industrial hygiene
Refers only to efforts to remove occupational dangers to health.

industrial unions, arguments for
Includes most of the discussions of craft versus industrial organization which favor industrial unionism.

industries, economic characteristics and problems of
A general heading which includes only items that could not be classified under more specific headings. In general, it can be assumed that items appearing in the publications of a particular union refer to the industry or industries in which the union operates.

international relations
Excludes matters in which the United States is a participant, which are indexed under foreign affairs of the United States.

international unions, mergers of and secession from internationals
A list of the abbreviated names used for most of the internationals will be found on pages liv-lvi of this volume.
investigation of labor disputes, compulsory
Includes systems under which a board created by the government exercises compulsory powers to investigate disputes and may publish its findings, which are not, however, legally binding on the parties. In addition, strikes and lockouts may be forbidden pending the investigation. Emergency Boards set up under the Railway Labor Act are indexed separately.

jurisdictional disputes
This term has been confined wherever possible to disputes between unions affiliated with the same parent body. Disputes such as those between AFL and CIO unions are indexed under dual unionism.

Labor Day
Specific discussions of Labor Day are indexed under this heading but most of the general oratory on the subject is omitted.

labor press
Includes newspapers and magazines issued regularly under the sponsorship of unions or federations. It does not include convention proceedings or pamphlets and other special publications.

labor supply

attempts to control
Consists primarily of letters and articles describing poor trade conditions in particular localities and urging union members to stay away from those areas. It also includes general discussions of labor supply which cannot be indexed under more specific headings such as apprenticeship.

learners
See note under apprenticeship.

legal staff and litigation
A residuum of items which could not be indexed under specific subject-matter headings.

legislation, techniques of influencing
Consists mainly of reports of the work of union legislative
representatives, rather than analytical discussions of lobbying techniques.

**local unions**

*admission of members of other locals*

Discussions of policy are indexed under this heading, while technical details are indexed under *traveling cards*.

**lump-of-work theory**

The view that there is only a given amount of work to be done and that increased effort therefore decreases the number of jobs available. Although the term "lump-of-work" appears only rarely in the publications, all expositions of the theory are indexed under this head.

**make-work rules and policies**

Few specific union practices are indexed under this heading, because indexers were instructed to avoid judgments concerning the intent of particular regulations. For example, advocacy of full-crew laws is indexed under *full-crew laws* only, since the indexers were not permitted to decide whether or not such laws should be regarded as make-work measures. Where, however, it is alleged that the object of full-crew laws is to create employment, the item is indexed under both headings.

**officers, trade union**

*graft, theft and other malfeasance*

See note under *racketeering*.

**mothers' pensions**

Frequently termed "aid to dependent children."

**old age assistance**

Consists primarily of the assistance, frequently called "pensions," paid by various levels of government on a non-contributory basis.

**old age insurance (governmental)**

Includes only contributory systems, primarily the program of old age and survivors' insurance under the Social Security Act.
open shop
An open shop is sometimes called a closed shop in union publications on the ground that an open shop is closed to union men, but this usage is not followed in the index.

pensions, retirement
government, universal
A pension paid to everyone in the country on the basis of age, without the means test characteristic of old age assistance. Discussion of the Townsend Plan and similar proposals is indexed under this heading.

politics
attitude toward "going into politics"
Arguments for and against unions participating in politics by forming a labor party or endorsing the entire ticket of an existing party.

prices
of specific products
Unless otherwise indicated, items appearing in the publications of a particular union refer to the industry or industries in which the union operates.

production, limitation of
Only rules specifically designated in the publications as intended to restrict production were indexed under this heading.

production, speed of
Includes primarily discussions of a simple increase in the speed of an unchanged production operation. Cases involving changes in production methods and dilution of skill, such as the "stretch-out" in textiles, are indexed under technological change, dilution of skill.

promotion of interests of specific industries
Unless otherwise indicated, items appearing in the publications of a particular union refer to the industry or industries in which the union operates.

public works
The usefulness of public works as a remedy for unemplo-
ment and other general subjects are indexed under this heading. Concrete discussions of employment conditions on public works are indexed under public contracts, public employees, and relief, work.

publications, union

Includes items not covered under labor press.

racial discrimination

A general heading. Most cases of discrimination by unions are covered by the heading membership requirements, while discriminatory hiring practices are included under discrimination by employers.

racketeering

Includes mainly instances in which the union has been used to extort money from employers. Cases in which money has been misappropriated from the union treasury are included under officers, trade union, graft, theft and other malfeasance.

social classes

Includes general statements to the effect that there are (or are not) social classes in the community. Discussions of the harmony or conflict of interests among these classes are indexed under class conflict.

socialism

A broad heading including only items which could not be indexed under more specific headings.

strikers, employment status of

Discussion of National Labor Relations Board decisions on this point and court review of these decisions is indexed under National Labor Relations Board (est. 1935).

taxes

business

Special taxes upon specified types of enterprises.

death

Includes estate and inheritances taxes.
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excise
Taxes or levies upon the domestic manufacture, sale or consumption of specified commodities.

sales
A general levy on the purchase or sale of all commodities, perhaps with a few exemptions, rather than a levy on a specific commodity.

technological change
dilution of skill
Usually accomplished by breaking down a skilled operation into component parts which can be performed by less skilled workers; also by “spreading” the skill of one man through the use of unskilled helpers, as in the “stretch-out” in textiles. In general, any reorganization of production which reduces the demand for skill and is not classifiable under other sub-heads is indexed under this one.

new machines, single-function
A single-function machine may eliminate some hand operations, speed up performance of the same operations, enlarge capacity without a corresponding increase in labor requirements, or combine these types of effect.

new materials
See the note under competition among products.

new power and energy development
Includes such things as substitution of electric power for other types of power in manufacturing, and substitution of electric and Diesel locomotives for steam locomotives on the railways.

new processes, mechanical and non-mechanical
Includes multiple function machinery such as the continuous strip mill in the steel industry.

trade unionism
achievements
Contains a great deal of chaff, including many very general discussions of "then and now."

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philosophy and objectives
A heading which catches an enormous amount of very general material, particularly in letters from members. A few items in convention proceedings contain succinct statements of general policy.

Transportation Act of 1920
Items relating to labor clauses of this Act are indexed under railroad labor relations legislation. Only the remaining aspects are included under this heading.

traveling and transfer cards
See the note under local unions, admission of members of other locals.

union-management cooperation
See note under efficiency, promotion of by unions.

vigilantes
See note under citizens' alliances and committees.

violence
Includes violence in general, unconnected with specific disputes. Violence in specific disputes is indexed under the name of the dispute, such as Pullman strike.