

THE UNIVERSITY OF NEWCASTLE

ACADEMIC STAFF CONSULTATIVE COMMITTEE (ASCC)

Notes of a meeting of the **Academic Staff Consultative Committee** held at 10am on Wednesday 11 May 2016 in the Committee Room, The Chancellery.

PRESENT:

University – Deputy Vice-Chancellor (Academic), Andrew Parfitt, Director People and Workforce Strategy, Sharon Champness, Senior Employee Relations Officer, Mark Wylie

NTEU – Dr Suzanne Ryan, Dr Roslyn Larkin, Dr John Lewer, Dr Tom Griffiths and, Lance Dale

APOLOGIES:

University – John Germov, Mark Kelly

Chair – John Lewer, Union staff representative

Note-taker – Ruth Hartmann

1. UON ACADEMY

The Deputy Director, Workforce Strategy and Transformation, Tina Crawford and Emma Palmer, Workforce Strategy Project Manager attended for this item and outlined plans for the UON Academy in 2016 with particular focus on raising the profile and visibility of support for casual Academic staff including:

- UON Academy launch on 19 April
- Your Voice survey specific to casual Academics (21% response rate)
- Individual School visits to discuss the recruitment guideline and orientation for casual Academic staff
- UON Academy website updated with information about pay, etc. and links to promote events and share information.

2. ACADEMIC WORKLOAD

2.1 Academic Workload Models – review process and timetable

NTEU representatives proposed the following timetable for review of AWAMs:

- All Faculty and School AWAM revisions must be submitted to HRS/DVC(A) by 30 June.
- Special meeting/s of the ASCC to review AWAMS approving/recommending minor revisions by 31 July
- Where more than minor revisions arise, the ASCC meets with the relevant PCV, and/or HoS and delegates by 31 August
- Aim to have all AWAMs finalised by 30 September in time for the budget cycle and allocations for 2017.

The Deputy Vice-Chancellor (Academic), Andrew Parfitt agreed that June would be appropriate to commence the review and proposed that Mark Kelly, Associate Director, Employee Relations and HR Partnering communicate the timetable to Schools and Faculties.

2.2 Staff Workload Planner (SWP)

NTEU representatives noted that annual reporting on trends and implementation is required under the Enterprise Agreement. The Director, People and Workforce Strategy, Sharon Champness reported that not all School and Faculties are using the SWP software that enables the reports. A review of the reasons and issues for the software not being used is in progress and if no valid reasons are determined a timeframe for implementation will be set.

2.3 AWAM for School of Architecture and Built Environment

The Deputy Vice-Chancellor (Academic), Andrew Parfitt reported that the new AWAM for the School of Architecture and Built Environment was not yet finalised and the School is currently allocating workload under the existing model.

Action 2.1: University – communicate timetable for AWAM review to Schools and Faculties.

3. NEWSPACE

NTEU representatives flagged that the relocation and changes to the working conditions of staff should trigger requirements for managing change under the Enterprise Agreement.

The Deputy Vice-Chancellor, Andrew Parfitt reported that a Steering Committee was established, a timetabling project is in progress and a change leader has been engaged to assist the transition of staff to NeWSpace. A Transition Plan is expected in the next couple of months and will be communicated to staff. Professor Parfitt proposed that the Director, Infrastructure and Facilities Services, Alan Tracey be invited to attend a future ASCC meeting to discuss the plan.

Action 3: University – invite Alan Tracey, Director Infrastructure and Facilities Services to future ASCC meeting to discuss the Transition Plan for NeWSpace.

4. CREATIVE INDUSTRIES

The Deputy Vice-Chancellor (Academic), Andrew Parfitt reported that work is in progress on the proposal to bring 2 groups under the one School. Most elements of the proposal have been communicated to staff in the areas, however, a formal change paper is expected in the next 2 months.

5. LUMP SUM PAYMENT TO CASUAL ACADEMICS

This item was discussed prior to the meeting and was removed from the agenda.

6. CASUAL ACADEMIC LETTER OF OFFER

NTEU representatives commented that the Letter of Offer being issued to casual Academics in some Schools does not include specific information on duties, and pay rates. The Director, People and Workforce Strategy, Sharon Champness explained that a project was being piloted whereby a letter is issued advising casuals that they should anticipate work. This letter initiates access to systems such as email and library and timetable information is provided closer to commencement date. Ms Champness proposed that Tina Crawford, Deputy Director, Workforce Strategy and Transformation

could seek feedback and suggestions on this process as part of the School visits noted in item 1 above.

7. FEDERAL GOVERNMENT BUDGET

NTEU representatives sought information on the University's position in respect to the Government Budget. The Deputy Vice-Chancellor (Academic), Andrew Parfitt commented that while some aspects of the proposal are positive a 20% cut would have significant impact on the University. He indicated that the University will engage strongly with the Minister's Options Paper that is publicly available on the web.

8. EA IMPLEMENTATION – ACADEMIC SPECIFIC

8.1. SCHOLARLY TEACHING FELLOWS(STF)

NTEU representative, Lance Dale sought information on STF positions outlined in the Academic Staff Enterprise Agreement. University representatives reported that there had been one STF appointment in the School of Humanities and Social Science and other positions were being considered in the Centre for English Language and Foundation Studies. Interest had been expressed in other areas, however, the eligibility requirements under the Enterprise Agreement were not met, specifically that applicants must hold a PhD.

NTEU representative, Lance Dale indicated that the Union was prepared to be flexible about requirements for STF appointments and undertook to make a written submission to this effect.

Action 8: Union – make written submission regarding flexibility for requirement of STF appointments.

9. OTHER BUSINESS

Meeting closed at approximately 12.00PM
