

THE UNIVERSITY OF NEWCASTLE

ACADEMIC STAFF CONSULTATIVE COMMITTEE (ASCC)

Notes of a meeting of the **Academic Staff Consultative Committee** held at 10am on Wednesday 2 March 2016 in the Canberra Room, The Chancellery.

PRESENT:

University – Deputy Vice-Chancellor (Academic), Andrew Parfitt, Pro Vice-Chancellor Faculty Educations and Arts, John Germov, and Associate Director Employee Relations and HR Partnering, Mark Kelly

NTEU – Suzanne Ryan, Roslyn Larkin, John Lewer, Jenny Whittard and, Lance Dale

APOLOGIES:

University –

NTEU –Tom Griffiths

Chair – Mark Kelly, University representative

Note-taker – Ruth Hartmann

1. PERFORMANCE EXPECTATIONS FRAMEWORK (PEF)

The Deputy Director, Workforce Strategy and Transformation, Tina Crawford attended for this item and presented a series of graphs representing PEF results by Faculty for UON academics. Ms Crawford explained that the data represented results for 2012, 2013 and 2014 and it is anticipated that the 2016 results will better reflect the impact of PEF. The five areas represented were:

- STF (Student Feedback on Teaching)
- SFC (Student Feedback on Courses)
- Research Outputs
- RHD Supervision
- Research Income

Union representatives enquired as to the potential application of the results particularly for individual staff members. For example, could performance management issues arise based on PEF results? Ms Crawford responded that PRD is linked to PEF and it is therefore important that PRD conversations between staff and supervisors support staff to achieve outcomes. The Deputy Vice-Chancellor (Academic), Andrew Parfitt commented that the UON PEF targets are comparable to other Universities across the sector and, rather than an issue of achievability, PEF is intended to drive behaviour to achieve. However, if staff are allocated time for workload components including research and don't perform or deliver outputs over a reasonable period of time then this is a problem that needs to be addressed.

Discussion followed on workload allocation and the status for implementation of Staff Workload Planner SWP software across the University. University representatives will report on implementation of SWP by Faculty/School at next ASCC meeting.

Action 1: University – report on implementation of SWP at May 2016 ASCC meeting

2. ACADEMIC WORKLOAD

The Associate Director, Employee Relations and HR Partnering, Mark Kelly reported that seven AWAMs had been completed and noted three models were distributed to Committee members with the agenda for this meeting. At this time, discussion is continuing at the School level in relation to the model for Architecture and Built Environment.

Union representatives flagged that the reference to teaching and learning in excess of 70% in the Psychology model appeared to be inconsistency with allocation in the Enterprise Agreement. University representatives undertook to clarify the allocation and reference with the School.

Discussion followed around a process and timeline for the models to be reviewed. Committee members agreed to look at the process for review at the May 2016 ASCC meeting followed by timeframe. Union representatives undertook to provide feedback/suggestions around process prior to meeting. The Deputy Vice-Chancellor, Andrew Parfitt noted that this review would encompass Faculty/School models. However, review of workload allocation for individual staff members is available in accordance with the Enterprise Agreement.

Action 2: University – Clarify reference to teaching and learning in excess of 70% with School of Psychology.
Unions – forward feedback/suggestions regarding process for review of academic models prior to May ASCC meeting.

3. REVIEW OF POLICIES AND PROCEDURES

3.1. OFFICE SPACE RELOCATIONS FOR ACADEMIC STAFF

The Associate Director, Employee Relations and HR Partnering, Mark Kelly explained that this item would be addressed by the Director, Infrastructure and Facilities Services (IFS), Alan Tracey at the Combined Staff Consultative Committee meeting on 3 March 2016.

4. EA IMPLEMENTATION – ACADEMIC SPECIFIC

4.1. SCHOLARLY TEACHING FELLOWS(STF)

Union representatives sought information on STF positions outlined in the Academic Staff Enterprise Agreement. The Associate Director, Employee Relations and HR Partnering, Mark Kelly reported that there had been one STF appointment in the School of Humanities and Social Science and another 5 positions were currently being considered across the Academic Division.

NTEU representative, Lance Dale responded that while there had been progress with STF positions there was concern that the only appointment so far was fixed-term rather than continuing. The Deputy Vice-Chancellor (Academic), Andrew Parfitt noted that the category of employment for STFs was not prescribed in the Enterprise Agreement.

Discussion followed as to factors that may have limited the number of STF appointments. University representatives noted that information on STFs had been communicated across the University when the Enterprise Agreement was approved. The HR Business Partners had also followed up in

discussions with Faculty/School leaders. Professor Parfitt undertook to consider further communications across the University in relation to STFs.

4.2. EARLY CAREER FELLOWS (ECF)

Union representatives enquired whether there had been any appointments in the fixed-term category of Early Career Fellow. University representatives responded that a report on fixed-term employment is being presented at the Combined Staff Consultative Committee on 3 March 2016. However, there were no ECF appointments across the reporting period.

4.3. CASUAL LUMP SUM PAYMENT CONTRACT

Union representatives flagged that some casual academic staff were being paid lump sum payments for completed work. On occasion this happened when casual academics forgot to, or for some reason could not, submit time sheets. However, lump sum payments had also been paid to academics in-lieu of a casual contract. In addition to the inconsistent application of clause 34.2 of the Enterprise Agreement regarding instruments of appointment, Union representatives noted that this method of payment has had taxation implications for staff.

The Associate Director, Employee Relations and HR Partnering, Mark Kelly undertook to consider the issues in consultation with payroll and report back to NTEU representatives prior to the next ASCC meeting.

Action 4:1: University – consider further communication regarding STFs across University.
4.3: University – consider issues of lump sum payment and report back prior to next ASCC meeting

5. HECE COMPLIANCE

The Associate Director, Employee Relations and HR Partnering noted that a presentation on this item was scheduled for the Combined Staff Consultative Committee meeting on 3 March 2016.

6. AGENDA ITEMS FOR FUTURE MEETINGS

The Committee noted the following items for future meetings:

- Report on STFs and incidence of casual employment;
- Report on AWAMs
- Operation of UON Academy

In addition, Union representatives requested information at future meetings on developments for Creative Industries and, regular briefings on the progress of the Faculty of Education and Arts workload model.

7. OTHER BUSINESS

Meeting closed at approximately 12.00PM
