

**THE UNIVERSITY OF NEWCASTLE**

**TEACHERS CONSULTATIVE COMMITTEE (TCC)**

Notes of a meeting of the **Teachers Consultative Committee** held at 12:00 PM on Thursday 25 February 2015 in the Human Resources Meeting Room, The Chancellery.

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**PRESENT:**

University –Paul Munro, Greg Kerr, Seamus Fagan  
NTEU –Sue Hodgson, Jenny Whittard, Lance Dale, Paul Chojenta

**APOLOGIES:**

University – Sharon Champness

Chair – Sue Hodgson, NTEU  
Note-taker – Ruth Hartmann

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**The following agenda items were discussed:**

**1. REVIEW OF POLICY AND PROCEDURES – STANDING ITEM**

There were no items for discussion.

**2. ORGANISATIONAL CHANGE – STANDING ITEM**

There were no items for discussion.

**3. PROGRAM CONVENORS/DEPUTY PROGRAM CONVENORS**

NTEU Representatives requested information regarding the implementation of Program Convenor/Deputy Program Convenor roles specified in the University of Newcastle Teachers Enterprise Agreement 2014.

The Director, Centre for English Language and Foundation Studies, Seamus Fagan, explained that appointment decisions were finalised last week. This information was also communicated to staff last week. Payment for staff in these roles has been made in accordance with the 2014 Agreement rates.

Discussion followed regarding the roles across ELFSC. NTEU representatives highlighted that allowances in the Teachers and Academic Agreements vary.

Paul Munro indicated that, where roles were performed by academic staff, the allowance currently committed to will be paid for 2015 and will be reviewed in 2016.

NTEU representatives expressed concern that the appointment process for the roles was not by “expressions of interest” with some Newstep staff disappointed that they weren’t considered.

Seamus Fagan advised that the appointments are for two years and the University may consider a different process for future appointments.

**Action 3:** University representatives will consider process for future Program/Deputy Program Convenor appointments.

#### **4. NEWSTEP AND OPEN FOUNDATION**

NTEU representatives expressed concern that Newstep and Open Foundation can be teaching the same course content, but staff pay and conditions vary depending on whether they are employed under the Teachers or Academic Staff Agreement.

Seamus Fagan indicated that Open Foundation courses are taught by Academics and Newstep roles are under the Teachers Agreement. There was discussion regarding the historical reasons for this and Seamus Fagan advised that this issue was raised in the review of Newstep. The review provided no definitive recommendation as to what classification of staff teach on the program. Associate Professor Fagan was of the view that should there be a change in the future there should be no disadvantage to staff already in the roles. The report of the review is available on the University webpage.

#### **5. CASUAL STAFF /CONTRACT STAFF**

NTEU representatives expressed concern over disruption due to contracts not being ready when staff started work on 5 January 2015 in particular:

- impact on morale
- access to buildings and facilities
- pay

Paul Munro reported that individual cases had been resolved and that they were part of a larger backlog of processing contracts. The University has appointed a new staff member and reducing the backlog is a priority.

NTEU representatives enquired as to “1/3 rule” and whether long term casual staff could be made fixed term or contingent.

Seamus Fagan explained that this system was in place to deal with the uncertainty of student numbers and assist in planning staff appointments. However, he indicated that appointments in the past were advertised internally but from now onwards they would be advertised internally and externally.

NTEU representatives requested the University to review the “1/3 rule” as long term casuals may be locked out.

Seamus Fagan indicated that the University would be open to consider the “1/3 rule” and other options.

**Action 5:** University representatives to consider the “1/3 rule” and long term casuals.

## **6. CT&L STAFF REMAINING AS TEACHERS**

NTEU representatives requested an update from the University on the CTL staff remaining as Teachers.

Paul Munro reported that all but one staff member had been translated successfully. This staff member will remain in CT&L pending a review in April 2015.

## **7. PLACEMENT TESTS FROM AGENTS**

NTEU representatives expressed concern regarding placement tests from agents, in particular the inefficiencies and time consuming process.

Seamus Fagan advised that the University has been looking at options for off-the shelf testing for placements since 2010 and so far management has not found a satisfactory placement test.

## **8. 15 AND 25 YEAR SERVICE CEREMONIES**

NTEU representatives requested information on the recognition of service ceremonies in particular the consultation process with the area receiving the award.

Seamus Fagan advised that staff members were given a choice as to where and when they wished to or were available to receive the awards.

## **9. TCC COMMUNICATION WITH STAFF**

NTEU representatives expressed concern that TCC information is difficult to find on the web and enquired whether the link could be published in the ELSFCS newsletter.

University representatives agreed that the link could be published in the newsletter.

## **10. TRANSLATION OF TEACHERS ACROSS TO PROFESSIONAL STAFF ENTERPRISE AGREEMENT**

NTEU representatives requested an update on the translation of Teachers across to the Professional Staff Agreement.

Paul Munro reported that translation of all but one staff member has been successful. (See discussion at item 6 above). No issues had been raised by staff who have translated to Professional Staff.

## **11. ENTERPRISE AGREEMENT IMPLEMENTATION ISSUES FOR TEACHERS**

NTEU representatives requested an update on implementation of the Agreement.

Paul Munro indicated that an Enterprise Agreement overview roadshow was about to commence with the HRS group. Future dates for Faculties and Divisions are currently being set.

## **12. AGENDA ITEMS FOR FUTURE MEETINGS**

- Consultation on supervisor training requirements
- Annual report on staffing ratios for continuing, contingent, fixed-term and casual employment

NTEU representatives requested a report with casual figures separated for Callaghan and Sydney.

**Action 12:** University representatives to provide report on staffing ratios with casual figures separated for Callaghan and Sydney.

## **13. ANY OTHER BUSINESS**

No further items discussed

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*The meeting closed at approximately 1:00 pm*