

THE UNIVERSITY OF NEWCASTLE

TEACHERS CONSULTATIVE COMMITTEE (TCC)

Notes of a meeting of the **Teachers Consultative Committee** held at 9:00 am on Wednesday 16 May 2016 in the HRS Meeting Room, The Chancellery.

PRESENT:

University – Seamus Fagan, and Mark Kelly
NTEU – Sue Hodgson, and Lance Dale (by phone)

APOLOGIES:

University – Sharon Champness
NTEU - Paul Chojenta, Liza Pezzano, Ben Carter

Chair – Sue Hodgson
Note-taker – Ruth Hartmann

BUSINESS ARISING FROM LAST MEETING:

- **Policy on recording lectures**

As requested, a copy of the policy on recording lectures was forwarded to NTEU representative Lance Dale. Mr Dale requested information for staff to opt-out of recordings. The Director, Centre for English Language and Foundation Studies, Seamus Fagan explained that ELICOS has an exemption due to the nature of the teaching, however, the policy applied to Newstep programs. Discussion followed regarding the capacity for the recordings to be edited before being made available for students. Associate Professor Fagan recommended that discussion on this item be deferred to either the ASCC or CSCC as the policy was not specific to teachers.

- **Draft Newstep and ELICOS descriptors**

A copy of the draft descriptors was forwarded to the Director, Centre for English Language and Foundation Studies, Seamus Fagan. Associate Professor Fagan indicated that positions for the Newcastle ELICOS convenor will be advertised shortly and the descriptor will be used as part of this process.

- **WHS audit report back**

The Associate Director, Employee Relations and HR Partnering, Mark Kelly advised that maintenance issues such as dangling cords in classrooms should be notified through Maximo.

- **1/3 rule for conversions**

Following on from previous meeting discussions regarding conversion of teachers, the Associate Director, Employee Relations and HR Partnering, Mark Kelly indicated that he had not yet met with the Deputy Vice-Chancellor (Academic) to discuss the application of the 1/3

rule. The Director, Centre for English Language and Foundation Studies, Seamus Fagan noted that UON has a high proportion of continuing teacher positions compared to the sector. He flagged that volatility of student numbers is a significant consideration and student numbers have not grown in 3 years. If positions were converted and student numbers dropped there would be redundancies and the University would be interested to hear from the NTEU how these redundancies would be handled in a fair and equitable way.

Union representatives requested consideration of conversion to contingent employment with the contingency based around student numbers. A further suggestion was for conversions of part-time positions.

University – Consider conversions to contingent employment or part-time.

- **STF position proposal**

University representatives flagged that there had been discussions for creating STF positions for Newstep staff. NTEU representative, Lance Dale requested information about this proposal be forwarded in writing. Mr Dale commented that other Universities had implemented STF positions in enabling programs and agreed to forward this information for consideration. Associate Professor Seamus Fagan advised the Committee that a number of enabling programs offered at other universities had staff employed as STF.

University – Forward proposal on STF positions for Newstep to NTEU

Union – Forward information on enabling program STF positions from other Universities

- **Timetable project and one-off room bookings**

Union representatives flagged issues with one-off room booking and questioned whether the scope of the timetable project could include consideration of these issues. The Associate Director, Employee Relations and HR Partnering, Mark Kelly requested that a list of recurring issues be provided and he will discuss with IFS.

Union – prepare list of recurring issues with room bookings

1. ANY OTHER BUSINESS

- **Newcastle International College (NI)**

Union representatives requested discussion on the impact of Extended Foundation Program on ELICOS programs and teachers. The Director, Centre for English Language and Foundation Studies, Seamus Fagan indicated that the new program effectively reduces the amount of weeks that NI students study at the UON Language Centre by about 10 weeks. Associate Professor Fagan had raised this with the Deputy Vice-Chancellor (Academic) who was to have discussions with NI College. The Associate Director, Employee Relations and HR Partnering, Mark Kelly will follow up with the DVC (A).

University – follow up on discussion regarding Newcastle International College with DVC (A)

- **Awareness and inclusion of Teachers in University structures**

Union representatives commented that awareness of teachers by UON management representatives was inconsistent. For example, teachers are not mentioned in PRD training. Also, recent communication called for non-academic Council nominations from Professional staff but did not mention Teachers. The Associate Director, Employee Relations and HR Partnering, Mark Kelly will follow up with Council Service and Chancellery.

University – follow up with Council Services and Chancellery on inclusion of teachers for Council nominations

- **ELICOS teachers and UON Academy**

Union representatives enquired as to whether ELICOS teachers are covered by the UON Academy. University representatives explained that information on the Academy website is largely Academic specific as the Academy is established from the Academic Staff Enterprise Agreement, however, general information on the site is available for all casual staff.

The meeting closed at approximately 10.00am