

UCU Executive Committee, 1 September 2015, AG02 1300-1430
Minutes (status draft)

Attendance

Member	01/09/15
Keith Simpson (KS)	P
Chris Flood (CF)	P
Rebecca Lewis (RL)	A
Morris Pamplin (MP)	P
Greg Wellington (GW)	P
John Saunders (JS)	P
Chantal Hill (CH)	A
Martin Chivers (MC)	A
Grietje Baars (GB)	P
Rachel Cohen (RC)	P
Alison Macfarlane (AM)	A
Leon Cuthbertson (LC)	P
Hayley McBain (HM)	A
Swetha Bobba (SB)	A

1 Apologies

Apologies received from CH, AM, RL, HM, MC, SB.

2 Minutes of last meeting

In item 10 “City Law School is likely to lose the BPTC” corrected to “the BPTC is unlikely to continue in its current form”.

Minutes were approved as amended. Matters arising:

- Action for MP to canvas members on use of Unitemps to recruit staff, carried over
- KS reported that the VC’s open house took place on 21st July but there were no opportunities for questions
- KS reported that the City Law School’s departure from Grays Inn Place was looking less likely than previously

3 2015/16

KS addressed the committee regarding the coming year.

It is Keith's final year as president and as such will be his last. In reflecting on the last 5 years he noted the many new faces on the committee. He will however be standing down at the end of this year and in order for possible candidates to gain experience of the role of president work will need to be shared out this year. He highlighted the demands of the role and possible difficulties for professional staff and HPVLs in taking the necessary facility time. He also highlighted the need to continue recruitment in the year ahead.

JS suggested KS to meet with vice-presidents and report back to the committee in January.

4 JCNB and ACAS updates

JCNB

Rescheduled JCNB was held on 18 August. MP reported there was little of substance reported. JS's paper on the role of the Joint Health and Safety Consultative Committee and its relationship to the newly formed University Health and Safety Committee was discussed. It was confirmed that JHSCC is a sub-committee of JCNB. Mary Luckiram had approved most of the requests raised by JS, in advance of the meeting.

Action: MP to co-ordinate unions' response to Mary Luckiram's paper

KS underlined the importance of health and safety to the unions and staff, as it encompasses stress and workload as well as physical working conditions. Unions are entitled to facility time for health and safety officers and this must be used.

The unions repeated a request for a formal meeting with Steven Avery on the university's financial position.

Action: MP to arrange a date with Laura Melville.

CF noted that the university had promised to run an evaluation of PSR which has not been published.

Action: CF to write to Susannah Marsden to request an update.

ACAS

JCNB also discussed actions arising from ACAS including

- Drafting a Terms of Reference document for JCNB. This was ratified subject to one minor amendment
- Drafting a joint TUs/HR staff communication about the roles of trade unions and reps. The substance of this was agreed.

Action: MP to arrange final draft and publication with Peter Brooks

JCNB agreed a joint scoping meeting to discuss issues to be taken forward for the next year. UNISON raised the need for a sub-group to meet more regularly to address employment relations and it was agreed to take this forward at the scoping meeting.

KS underlined the importance of keeping members updated on the work of the committee and a renewed focus on recruitment is needed this year.

Action: MP to retrospectively add recent update emails to the branch blog and prepare start of term address to members.

5 CSDO

Despite the branch securing a 30-day consultation on the CSDO restructure, the university pushed ahead with the proposal to disestablish the Deputy Head of CSDO post and did not redeploy the postholder into the new Head of Careers role, making him redundant. An interim appointment has been made. The interim head comes from the University of London Careers Group, raising concerns about the possibility of merging City Careers into this group in the future. Assurances against this intention were made by Richard Verrall in an email to CSDO staff on 21 August.

6 Cass Executive Education

KS reported on the branch's recent work at Cass Exec, prompted by exceptionally high turnover of staff and allegations of bullying and harassment. An investigation has been conducted, however HR stated they would learn lessons from the way it was conducted.

RC asked whether matters such as this could be raised at Senate. It was agreed to raise this as an example at the JCNB employment relation subgroup.

Action: MP to ensure this is included on agenda for JCNB sub-group's scoping meeting.

7 Recruitment

Importance of recruiting new members was highlighted.

KS requested a new poster campaign to highlight local issues at City.

The following actions were agreed to start the new term:

- **MP to co-ordinate a newsletter to round up news from the summer, including Athena SWAN result, education-only contracts, ARQM, and restructures since PSR**
- **MP to co-ordinate content of an email for sending to all new starters. Hard copy also to be available**
- **GW to co-ordinate a round of recruitment and publicity stalls for start of term**
- **MP to re-convene the Recruitment and Comms sub-group for 2015-16**
- **MP to co-ordinate an open meeting this term**

8 Any other Business

The committee discussed facility time allocation for 2015-16.

Action: MP to convene a meeting with KS, CF and JS.