

## UCU Executive Committee, Date, Room, Time Minutes (status draft)

### Attendance

Member	20/09/16	04/10/16	01/11/16	06/12/16	17/01/17	07/02/17
Rebecca Lewis (RL)	P	P	P	P	P	P
Keith Simpson (KS)	A	P	A	P	P	P
Chris Flood (CF)	P	P	A	P	A	P
Morris Pamplin (MP)	P	P	P	A	P	P
Martin Chivers (MC)	P	P	P	P	A	A
Greg Wellington (GW)	P	P	P	P	P	P
John Saunders (JS)	P	P	P		-	-
Chantal Hill (CH)	A	P	P	A	-	-
Lorna Ryan (LR)	A	A	P	P	P	P
Sadie Wickwar (SW)	P	P	P	P	P	P
Alison Macfarlane (AM)	P	P	P	P	P	A
Leon Cuthbertson (LC)	P		A	P	A	A
Holly Powell-Jones (HPJ)	P	A	P	A	A	P
Rachel Cohen (RC)	A	A	P	P	P	A

### 1 Apologies

Apologies received from RC, AM, MC.

### 2 Minutes of last meeting

#### Item 1

MP confirmed Paul Curran has asked the unions to meet this term.

#### Item 3

SW corrected the minute on SHS workload models. Researchers are included in the data collection but no follow-up meetings as with academic staff.

#### Item 5

MP had not circulated the UKVI Tier 4 guidance so brought copies to the meeting.

### 3 Academic Performance Management and Research & Enterprise

MP gave a brief summary of meetings held and planned with ET to discuss academic performance

management. After the last JCNB a commitment had been made to form an ET/UCU subgroup. This would pick up where discussions with HR and ET had stalled in Spring 2016 after agreement of terms for a new education-only contract.

An initial meeting between David Bolton, Richard Verrall, Simon Cain, Mary Luckiram, Andrew Jones and UCU reps was held to reopen the discussion on academic role profiles. Greg Barnett attended and presented the UCU's comments on the role profiles which were received with a commitment to review the comments and report back by the next meeting. Further meetings were arranged to discuss the Research and Enterprise strategy with Andrew Jones and to continue the discussion on role profiles, contracts and workload allocation models.

KS noted there was particular discussion of researchers with reference to developments in ESS ERIC. Andrew Jones had acknowledged the need to move quickly on researchers' role profiles because these were being developed centrally and then applied locally. SW queried the progress with researchers' role profiles, KS summarised the situation with HR having declined to discuss researchers until academics' role profiles had been agreed.

The branch had had a good response to an appeal to members to share information on workload allocation models.

**ACTION: MP to collate and anonymise.**

#### **4 USS**

CF gave an update on the pensions briefing attended by him and KS. The scheme is due to be revaluated in March and there was likely to be disagreement between the employers and the UCU as to the scheme's financial health. Branches had been encouraged to write to senior management to start discussion about the revaluation and to lobby employees to listen to the UCU's view. RL had already been in contact with Mary Luckiram.

CF noted the UCU pensions officer has offered to visit the branch to talk to members.

#### **5 Health and safety**

KS noted that the branch still has a vacancy on the Joint Health & Safety Consultative Committee. Reps who sit on the JHSCC are required to undertake training and the 10-day TUC course runs for the last time this April/May.

**ACTION: MP to contact Esteban Lozano, possible candidate**

**ACTION: all committee members to make one recommendation of a possible candidate**

**ACTION: MP to put together a list of other possible candidates from the members' survey and distribution lists**

The branch can also recruit more Health and Safety reps.

#### **6 Management**

SW reported on the number of issues arising which affect members in SHS. It is common for staff not to be replaced when they leave or take maternity leave. Workload models are being implemented without overall central control. Researchers are being pressured into teaching at short notice and some are employed on VL contracts to teach. VLs are working as module leaders.

SW reported there is a general sense that staff are on the edge. The question is what the branch can do to help.

CF returned to the idea of the need for more local branch meetings. RL noted the previous suggestion to form a subgroup to address this.

**ACTION for RL.**

MP questioned how we can engage members and seek more information without necessarily increasing casework which would be unmanageable and would individualise more general issues. Suggested a leaflet ahead of upcoming meetings with management to canvas views.

**ACTION for MP.**

## **7 PhD students**

HPJ requested an update on the Students Who Teach report and its progress through Senate. It had been suggested PhD students could be offered Unitemps contacts.

KS reported on the discussion at Senate which had been positive and the Students Union had backed the paper. It had been referred to the Graduate School Committee. Laura Thompson, SU Graduate Students' Rep, should be attending that meeting. Mary Luckiram had agreed to meet with the SU and UCU after that meeting.

HPJ was receiving more reports from PhD students with concerns and uncertainty over their status.

## **8 UCU Annual congress**

The date for congress this year is Saturday 27 - Monday 29 May, in Brighton.

The branch would need to consider any motions to be submitted, deadline 12pm 17 March.

City would be entitled to two delegates. RL, HPJ registered their interest. The branch would have to select its delegates.

**ACTION: MP to send details to the committee.**

**ACTION: any committee members interested in attending to register their interest.**

## **9 AGM**

MP noted the AGM is normally held on a Tuesday in June. 13<sup>th</sup> June at 5pm had been suggested.

It would soon be time for committee members to consider if they wanted to stand for election again as well.

**ACTION: MP to send date suggestion to committee for early confirmation of a date.**

## **10 Prevent and Tier 4**

KS reported Prevent was now a live issue with City having submitted its report to HEFCE (available on the Staff Hub). The report includes a proposal for staff training. KS noted that the Equality Committee had not been consulted on the report, as it claimed.

KS suggested that the branch could lead the political debate around Prevent and Tier 4 alongside the SU. Suggestion of a joint event with the SU with guest speakers.

## **11 Recruitment**

MP and RL volunteered to visit Bunhill Row on Thursday 9<sup>th</sup> (afternoon) for door knocking. Other committee members were invited to join if possible.

## **12 Any other business**

RL reminded the committee of the branch meeting, Monday 13<sup>th</sup> February, 5pm in ELG09, with Jo McNeill confirmed to attend and Sally Hunt also invited.

UNISON were organising a meeting around their annual leave staff survey.

**ACTION: RL to forward details to the committee.**