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LIVERPOOL HOPE UNIVERSITY

JOINT CONSULTATIVE AND NEGOTIATING COMMITTEE

Minutes of the Meeting held on 8th October 2019

PRESENT: Dr S Marwood (Chair), Dr G Anderson, Ms S Beecroft, Mr A Catterall, Mr B Grice, Ms L Mottram, Revd Professor Newport, Dr D Rye, Ms L Thompson

SECRETARIAT: Mr M Jones

1. Minutes of the previous meeting

Members had received the minutes of the meeting held on 21st May 2019. The minutes were **APPROVED** as a correct record.

2. Matters Arising

(i) Promotions (actum 2 i)

Professor Newport confirmed that the Associate Professor to Principal Lecture promotion exercise takes place on a biennial basis.

(ii) Masters Courses (actum 3 iii)

Professor Newport informed members that he had spoken with a number of colleagues about issues relating to courses which are perceived to be 'low-enrolling'. Professor Newport reminded members that while a certain number of students may be enrolled on a course, the number of those students actively pursuing their studies might be lower. Conversely, Professor Newport pointed out that courses which appear to have a 'low' number of students may be sharing provision with other courses. Professor Newport assured members that where there were sufficient student numbers for a course to go ahead, it would do so.

(iii) Removal of PGR Supervision From Teaching Hours (actum 4i)

The Chair informed members that this matter would be dealt with under agenda item four.

(iv) Mileage Rate (actum 4ii)

Ms Beecroft informed members that the University's current mileage rate is 45p per mile if more than one member of staff is in the vehicle. Ms Beecroft confirmed that she is working on a proposal to increase the mileage rate to 45p for all trips and will report progress on this to the next meeting of the committee.

ACTION: Ms Beecroft to update members on proposal to increase mileage rate.

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3. Management Items

(i) Finance

Ms Beecroft informed members that the University achieve a surplus of 3.2% for the 2018/19 year. Ms Beecroft added that this result had been due in large part to a significantly higher pension adjustment cost than expected and that most areas of the University had performed in line with budget or better. Ms Beecroft informed members that a reforecast would take place in November, at which point income assumptions will be updated to reflect actual recruitment. Ms Beecroft added that UG and Foundation Year had been better than expected and overall the University has recruited the same number of students as 2018/19. Professor Newport informed members that colleagues teaching Foundation Year courses will be provided with specialised training for this role. Mr Catterall informed members that Ms Lowther would be working with Associate Deans and Assistant Deans in certain areas to seek solutions to address declining student numbers or curriculum changes in an attempt to prevent redundancies in the future. Dr Anderson expressed UCU's support for the Foundation Year initiative, and the University's commitment to providing training in an attempt to prevent redundancies.

(ii) New Faculty

Professor Newport informed members that the establishment of the Faculty of Liberal Arts, Education and Social Sciences is making good progress, with the faculty's committee structure currently being addressed.

Dr Rye requested clarification as to where the research funds which formerly sat with the now-amalgamated faculties now sit. Ms Beecroft responded that Professor Nagar now holds research funds centrally and undertook to seek clarification from him in relation to research funding and CRT.

ACTION: Ms Beecroft to seek clarification from Professor Nagar in relation to research funding and CRT.

(iii) General HR Update

Mr Catterall informed members that the new Dignity at Work Policy is being presented to Rectorate Team in the near future. Mr Catterall drew members' attention to the recent Equality and Human Rights Commission's enquiry around race and discrimination, adding that the University undertook a similar exercise recently among BME staff. The response rate was 34% (out of a cohort of 32 staff surveyed). Mr Catterall added that while the responses received were broadly positive, a smaller number of colleagues said they had encountered, or been witness to, incidents of racism at the University.

Mr Catterall noted the recent pay ballots from Unison and UCU and reminded members that the University's Industrial Action Policy views 'partial performance' as breach of contract.

4. UCU Items

Dr Anderson informed members that UCU members had voted on the issue of counting hours on the SAM and had instructed him to request that negotiation on this matter be halted and

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that conditions be returned to the status quo of the 2018/19 year, with a new consultation on SAM being opened. Dr Anderson confirmed that this action constituted the closing of the adjourned extraordinary meeting of 26th September.

Mr Catterall informed the meeting that Ms Lowther would be working with Associate Deans and Assistant Deans in certain areas to seek solutions to address declining student numbers or curriculum changes in an attempt to prevent redundancies in the future.

Professor Newport and Mr Catterall informed members that they were unable to comply with this request. Dr Anderson informed members that, this being the case, UCU members had instructed him to invoke the Collective Disputes Procedure. Mr Catterall noted that the procedure requires one, and in some cases two, further meetings of JCNC and asked Mr Jones to liaise with Dr Haughan to set a date.

ACTION: Mr Jones to liaise with Dr Haughan to set date for extraordinary meeting of JCNC.

The remaining agenda items were deferred to the next regular meeting of the committee.