

# CONFIRMED

## LIVERPOOL HOPE UNIVERSITY

### JOINT CONSULTATIVE AND NEGOTIATING COMMITTEE

#### Minutes of the Meeting held on 17<sup>th</sup> February 2022

**PRESENT:** Ms S Weir (Chair), Mr A Catterall, Mr B Grice, Dr S Mercer, Ms L Mottram, Professor A Nagar, Revd Professor Newport, Ms L Thompson, Dr A Yeates

**SECRETARIAT:** Mr M Jones

#### 1. Minutes of the previous meeting

Members had received minutes of the meetings held on 18<sup>th</sup> May 2021 and 29<sup>th</sup> June 2021. These were **APPROVED** as a correct record.

Re the document inserted at p7 of the 18<sup>th</sup> May 2021 minutes, Professor Newport reminded members that this document had not been agreed, adding that the University recognises that the April 2021 model has not been agreed and is not currently the basis of the University's plans for the allocation of work for next academic year.

#### 2. Matters Arising

##### Return to Campus (actum 5 ii)

Ms Beecroft confirmed that Dr Lux had contacted her re this.

##### Timetabling (actum 5 viii)

Mr Catterall informed members that an additional staff member will be appointed to support Ms Garber with timetabling.

##### Summer Research Project (actum 5 ix)

Professor Nagar confirmed that he had contacted Heads of Schools/Departments re this.

#### 3. Management Items

- (i) Student Numbers

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Professor Newport informed members that applications are currently slightly higher than last year. Professor Newport added that the biggest increase is in the Business School, with Health Sciences currently presenting a cause for concern. Professor Nagar added that application for double majors are up this year. Ms Beecroft informed members that applications for Foundation Year are currently strong. Mr Catterall asked what proportion of Foundation Year students stay at the University for undergraduate study. Professor Newport responded that retention is currently around 80%.

### (ii) OFSTED

Professor Newport reminded members that the University's ITE provision was inspected in June 2021 and was rated as requiring improvement. Professor Newport informed members that the re-inspection will take place by June 2022. Professor Newport added that he had asked OFSTED whether it would be possible to request a deferral of the visit, should it fall during industrial action, and had been informed that this would not be possible.

### (iii) Finance Update

Ms Beecroft informed members that the University delivered a strong financial performance in 2020-21, resulting in an 11% surplus. Ms Beecroft attributed this in part to the running costs of campuses being reduced during lockdowns and the expected number of rent rebates having not been requested. Ms Beecroft added that the surplus target for 2021-22 is 5%. Ms Beecroft informed members that inflation is starting to have an effect via costs of food, cleaning supplies and maintenance contracts, along with an increase in utilities costs. Ms Beecroft informed members that the two greatest risks to the University are currently the potential loss of Foundation Year and potential loss of Teacher Education.

### (iv) USS, national pay negotiations

Mr Catterall informed members that the University would complete the USS consultation report in the coming week. Mr Catterall added that the University is fully aware of the ongoing position of UCU in relation to the 21/22 pay negotiations.

## 4. UNISON Items

Mr Grice informed members that Unison's AGM would take place at Liverpool Hope on 23<sup>rd</sup> February and University of Liverpool on 24<sup>th</sup> February. Mr Grice reminded members that both AGMs would require facility time. Mr Grice raised the issue of office space for Unison, informing members that the union currently has no set space. Ms Beecroft informed Mr Grice that a space inventory is currently under way, as part of which office space will be allocated to Unison.

## 5. UCU Items

### (i) Promotions

Dr Yeates raised the issue of promotion results announcements, stating that these were not made in line with the deadline. Mr Catterall said he believed that Ms Jones had sent out notes to say the announcements had been delayed, but would check this.

**ACTION: Mr Catterall to check with Ms Jones, as above.**

**ACTION: Professor Newport to reply to Dr Yeates' email re what measures the University would be taking to help mitigate the delayed publication of promotion**

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**results on applicants (e.g. whereby School / subject roles had by that time already been allocated).**

Dr Yeates raised the issue of written feedback, asking whether this could be provided to unsuccessful candidates in advance of the face-to-face meeting, in order to allow them to prepare. Mr Catterall said he would look in to this.

**ACTION: Mr Catterall to look into written feedback process, as above.**

Dr Yeates asked whether Management would agree to publishing the appeals process on the website, in the interests of transparency. Mr Catterall said he had no problem with this.

**ACTION: Mr Catterall to look into publishing the appeals process on the website.**

Dr Yeates cited examples of colleagues leaving the University as there is no promotion route for Professional Tutors and asked whether there are any plans to open up promotions to Professional Tutors who are research active but do not have doctorates. Professor Newport responded that the document relating to this on the Personnel section of the website makes it clear that Professional Tutor posts are driven by role requirements. Professor Newport added that there are three routes by which Professional Tutors can become Senior Professional Tutors, outlined in the document on the Personnel section of the website. Responding to Dr Yeates's point about staff departures in this role at the Creative Campus, Mr Catterall stated that each year a starters and leavers report is presented to staffing committee and is available for the Unions to view if they request. He stated he would look at the specific position cited regarding the Creative Campus.

### (ii) Four Fights and Industrial Action

Dr Mercer asked Management to reiterate their position in relation to the 'four fights'. Mr Catterall responded that, in relation to pay, the University is bound by its participation in national bargaining. Mr Catterall added that the University would be open to discussing a withdrawal from national bargaining if the unions requested this. Dr Mercer responded that UCU is not looking for the University to withdraw from national bargaining but is calling upon the University to use its position in UCEA to lobby for a more favourable pay deal. Mr Catterall informed members that UCEA members submit pay offer data 'blind', ie without members knowing what data other members are submitting. Mr Catterall added that the University encouraged UCEA to make a fair and reasonable pay offer on an annual basis, but noted that the University's leverage is limited in this regard. Professor Newport asked Dr Mercer for detail as to what increase UCU would like the University to suggest to UCEA. Dr Mercer responded that UCU's request is a £2.5k increase on each point of the pay spine. Mr Catterall reminded members that the University and trades unions are bound by JNCHES

Professor Newport asked Dr Mercer to write to him with details of what course of action UCU wants the University to take.

**ACTION: Dr Mercer to write to Professor Newport, as above.**

Dr Yeates raised the issue of research mentoring, stating that this is not in place in all schools/departments. Professor Nagar responded that while some schools/departments have formal mentoring schemes in place, others have informal arrangements. Professor Newport informed members that the School of Education had previously had a formal Early Career Researcher framework in place and undertook to share the documentation with members for comment.

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**ACTION: Professor Newport to share document, as above.**