1. MINUTES OF MEETING HELD ON 19 SEPTEMBER 2017

1.1 The Minutes of the meeting held on 19 September 2017 were approved. It was noted that UCU advised that whilst they agreed with the changes proposed for the Internationalisation Policy, they wished a wider review of the policy to be undertaken before September 2018.

2. MATTERS ARISING

2.1 Framework Working Group

2.1.1 The Terms of reference were being drafted.

2.2 Panopto

2.2.1 Professor Hannaford confirmed that all members of academic staff had control of the material they recorded on Panopto and also had control of how it was used on Panopto. It was noted that the normal rules for reuse of material applied and it was noted this was also covered by in the newly agreed Intellectual Property Policy. Professor Hannaford advised that feedback received had highlighted that the system was very popular with students and usage of Panopto had increased.

2.3 Request for Additional days leave at Christmas in lieu of Christmas Eve

2.3.1 Mrs Dyker confirmed that, following the request submitted by the trade unions, a paper was being presented to University Management Group for consideration. Mr Paterson asked that thought be given to adding the additional day onto the end of the closed period after New Year rather than at the beginning of the closed period.

3. PROMOTIONS

3.1 There was discussion around the proposed amendments to the Promotions Process. The Annual Promotions process and the Appeals process were discussed and agreed, subject to the following amendments – inclusion of the reference to overseas working in all promotions procedures and amendment to appeals for Grade 5/6 applications to allow for a full evaluation of roles in the first year of operation of the new procedure.
ACTION: Further amendments to be circulated

3.2 The Committee also discussed the Promotion Statistics presented for the 2016/17 annual exercise. UCU requested that statistics from the previous year’s exercises would be helpful in comparing progress and/or outcomes.

ACTION: It was agreed that the Promotion Statistics for the previous five years would be provided.

4. CAPABILITY FIGURES

4.1 There was discussion on the update of staff being supported through the Capability process. It was noted that it was surprising how few staff were being supported given the size of the institution. There was discussion around both positive and negative perceptions of the process.

5. PROFESSIONAL SERVICES REVIEW

5.1 The Committee noted the presentation made by the University Secretary on the Professional Services Review.

6. PENSION UPDATE

6.1 The Committee received an update on the ongoing discussions regarding both UASLAS and USS. An agreed response had been submitted in 2016 to the consultation on the USS scheme. Recent correspondence following the national JNC of USS indicated that a proposal for the USS scheme to amend the Defined Benefit from £50k to a significantly lower threshold, moving a larger part of the scheme to defined contribution was being considered. It was noted that HEIs had indicated that the current employer contribution of 18% was at the maximum level of affordability for the employers.

6.2 It was noted that Operating Board had considered a paper regarding potential options for changes to the UASLAS scheme and that a further meeting of the Operating Board was being held on Wednesday 22 November to consider the matter further to provide a recommendation to the meeting of Court on 12 December 2017.

7. TRANSNATIONAL EDUCATION – DUE DILIGENCE

7.1 UCU presented a paper on the Transnational Education. It was noted that many of the points raised were already addressed in the Internationalisation Policy. Mr Dawson requested further review of the Internationalisation Policy through the PRG. This request was noted and it was recognised that there would require to be a prioritisation of policy review considered for the PRG.

ACTION: HR to circulate annotated paper PNCC 17:17 to PRG.

8. PURCHASE OF ANNUAL LEAVE SCHEME

8.1 UCU presented a paper on the scheme and Mr Dawson declared a personal interest. The committee noted concerns with regard to perceived inconsistencies in the application of the scheme and requested information on the number of requests made, approved and declined.

ACTION: HR to provide statistics on number of applications for Purchase of Annual Leave.
8.2 Mrs Dyker said that as the scheme had now been in place for two years it was perhaps timely to review it alongside the 9-day fortnight scheme.

ACTION: Purchase of Annual Leave Scheme and 9-day fortnight to be reviewed through the PRG.

9. POLICIES – Consultation on the Avoidance of Redundancy Policy

9.1 The Committee noted a proposal for minor amendments to the policy as an interim position until a wider review of the policy was undertaken through PRG. Following discussion on the matter it was agreed that the policy amendments would proceed to Court with the support of Prospect, Unison and Unite. UCU registered a Failure to Agree.

ACTION: Consultation on the Avoidance of Redundancy Policy to be presented to Court for approval of amendments

10. A.O.B.

Digital Security Training

10.1 Concern was expressed around the confidentiality of data gathered. It was confirmed that research was being done on anonymised data and this had been approved by the ethics committee. This reassurance was accepted.

Staffing Strategy

10.2 UCU requested an update on the staffing strategy to deal with the current financial position. The Committee noted that Professor Greaves has left the meeting prior to this request being made however they were advised that they would be provided with an update in due course.

11. DATE OF NEXT MEETING

11.1 The date of the next meeting of the PNCC is 28 February 2018 at 10.30 am, Room 100, University Office.