MINUTE OF RECONVENED MEETING HELD ON 19 SEPTEMBER 2017

Present: Mr B Paterson (Convenor), Mrs D Dyker, Mrs A Innes, Mr F Nicol, Mrs T White, Professor M Greaves, Ms C Cook (Clerk), Professor B MacGregor, Professor M Ross (part-time), Professor P Hannaford, Mr O Cox, Mr D Dawson, Mr S Styles

Apologies: Mrs C Inglis, Professor P McGeorge, Mrs E Argo, Dr D Marie

1. MINUTES OF MEETING HELD ON 6 SEPTEMBER 2017

1.1 The Minutes of the meeting held on 6 September 2017 were approved subject to the Clerk giving consideration to revised wording to the Staffing Strategy details.

2. PROFESSIONAL SERVICES RESTRUCTURE

The Committee noted that further information would be provided.

ACTION: Mrs Inglis

3. PRE RETIREMENT LEAVE

The Committee received a paper on the current pre-retirement leave regulations. The Committee noted that Technical staff with a minimum to 25 years’ service at their date of retirement, received 20 days of additional leave, to be considered pre-retirement leave, in their last full year prior to retirement. The request to extend this benefit to cover all staff who meet the service requirements was noted and it was agreed that this would be included in future discussions regarding the Framework Agreement.

ACTION: Pre-retirement leave to be included in discussions on the Framework Agreement.

4. FRAMEWORK AGREEMENT

Unison presented a paper requesting that PNCC consider the introduction of a working group to discuss elements of the 2006 Framework Agreement. The specific areas were the introduction of a 35 hour working week and harmonisation of holidays. The pay spine would also need reviewed with regard to the National Living Wage.

ACTION: Small working group to be set up

5. CALL FOR HUMAN RIGHTS DILIGENCE REGARDING QATAR PROJECT

UCU presented a paper requesting that the Aberdeen Branch of UCU be advised of the arrangements the University had put in place for proactive due diligence and meaningful monitoring of partners and their contractors in the construction, maintenance and operation of
the new campuses in Qatar and to ensure that slavery was not used and the human rights of workers are respected. Mr Dawson also asked the University to divulge the full findings of the Enhanced Due Diligence report.

The Committee noted that now that data protection had been clarified the relevant Due Diligence information would be made available to UCU

ACTION: A summary of the due diligence information for Qatar to be provided.

Professor Ross also confirmed that a Provost had recently been appointed to be based in Qatar and to oversee arrangements.

6. IMPROVING PARTNERSHIP WORKING

Mr Dawson referred to the paper on improving partnership working and that this would be discussed at a meeting scheduled later in the month.

7. LEADERSHIP AND ORGANISATIONAL CHANGE

The Committee noted that Mr Styles had been co-opted onto the AUCU committee as Leadership and Organisation Change officer to help link up with Senate activity in this area. Mr Styles presented a paper intended to articulate the concerns of Aberdeen UCU in relation to aspects of the leadership and organisational change announced in August 2017. This was in relation to the announcements of the retirement of Sir Ian Diamond as Principal and Vice-Chancellor of the University, Professor Kilburn resuming a post as Professor in Chemistry, the appointment of Professor Greaves as SVP and confirmation on the revised Professional Services structure.

The Committee discussed the points raised in the paper. It was noted that further discussion around the appointment of a Principal had taken place at Senate and would continue at the next meeting of Court.

8. STAFF SURVEY

The committee noted a paper from Aberdeen UCU in which a number of questions regarding the staff survey were raised. The committee noted that the University was currently in discussion with a group of Universities to run a joint staff survey which would enable benchmarking. Further relevant information would be communicated at an appropriate juncture.

9. POLICIES – Internationalisation

The Committee received the revised policy which had been updated to reflect some minor changes. The first clarified that the policy did not apply to staff who undertook externally funded international assignments or who were on sabbatical. The second reflected the change in the Expenses and Benefit Policy, effective July 2017, which outlined the expenses that could be claimed in association with business travel. It was agreed to review the policy after one year. The revisions to the policy were agreed.

ACTION: Internationalisation Policy to be reviewed in September 2018

The Committee also received the following policies which were amended to reflect the structural change with the removal of Colleges: Internationalisation, Protection of Vulnerable Groups, Recruitment and Selection, Staffing Policy against Discrimination, Harassment and Bullying in the workplace, Staff/Staff Relationships, Staff/Student Relationships, Time off for Public Duties, Temporary Services, Shared Parental Leave, Volunteering.
10.   A.O.B.

PANOPTO LECTURE RECORDING SYSTEM

The Committee discussed the new Panopto system and Professor Hannaford said he understood there was security within the system which prevented recording beyond ‘MyAberdeen’ and there was also discussion around lectures recorded for one purpose being used for another.

ACTION: Professor Hannaford to clarify that each lecturer had control over how their content was shared in ‘MyAberdeen’.

ADDITIONAL HOLIDAY FOR CHRISTMAS EVE

UCU requested whether it would be possible to make Christmas Eve an additional day off where this fell on a working day. The Committee noted the request.

STAFF SAVINGS

UCU asked for an update on the £5.6M/3 year savings plan identified in the June Court papers.

Professor Greaves said work continued on this and more information would follow.

11.   DATE OF NEXT MEETING

11.1 The date of the next meeting of the PNCC is 15 November 2017 at 10.30 am, Room 100, University Office.