

Approved Action Note of the meeting of the Short Life Working Group (SLWG) - To Jointly Develop an Agreement for a Harmonised Workforce for the Future held on Thursday 15 December 2016 at 1230 hrs in City of Glasgow College, City Campus, Glasgow.

In Attendance	
Jim O'Donovan	Staff Side (Chair)
Donny Gluckstein	" "
Penny Gower	" "
Gary Ross	" "
Stephanie Graham	Management Side
David Alexander	" "
Steve Hall	" "
Carol Scott	" "
John Gribben	Management Side Secretary
David Belsey	Staff Side Secretary

Chair

Staff Side chaired this meeting.

Welcome and Apologies

Apologies received from Andrew Lawson, Management Side.

Action Note of Previous Meeting

The Action Note was agreed.

Definition of a Lecturer

The Management Side requested clarification of the word 'co-ordination' for promoted posts.

The revised EIS proposed definitions for Sections 2.1 and 5.1 of the EIS National Conditions Document v3 were accepted.

2.1

The term 'lecturing staff' or 'lecturers' means all staff appointed by a college to deliver education or learning activities to students".

5.1

The term 'lecturing staff' or 'lecturers' means all staff appointed by a college to deliver education, learning activities or training to students. This work may include a balance of one or more elements of the following: curriculum development; preparation of course or material; delivery of tutorials to individuals or groups, assessment and/or assessment feedback wherever these may take place; student guidance, responsibility for the planning, delivery or assessment of education or training; workplace visits; interacting with employers as appropriate; quality assurance and verification; consultancy,; professional practice; professional development; research; supervision and academic administration leadership of those engaged in the above. This list is not exhaustive.

Promoted lecturing staff refer to those staff who deliver education or learning activities and also perform additional curriculum leadership or management.

Management Side Response to EIS Paper Version 3

Proposed amendments from the MS to the EIS National Conditions were set out. The numberings below refer to Management's documents.

Sections 8 Working Hours

- Section 8.2.1, EIS do not accept the Management changes. Discretionary time is at the discretion of the lecturer. The Staff Side agreed to re-consider the wording and the proposal to rename the section as 'Flexible Working' or another suitable descriptor.
Action Staff Side
- Section 8.2.2, The Staff Side objected to the proposed removal of Section 8.2 (of the EIS National Conditions) by Management.
- Section 8.3.1, Change accepted.
- Section 8.3.2, Change accepted.
- Section 8.3.3, Management proposed to replace the word 'session' with 'class'. EIS agreed to revisit the wording without changing the meaning of the section.
Action Staff Side
- Section 8.4.5, Changes accepted in principle. Further work on the definition of additional contracts required.
Action Both Sides

Section 9

- Section 9.1, The Staff Side did not accept 860 hours per annum or 28 hours per week.
- Section 9.2, Management agreed to remove the word 'promoted' from the second paragraph of this section.
Action Management Side
- Section 9.4.1, Staff Side to consider Management proposal and suggested certain tasks could be listed under a different heading/section.
Action Staff Side
- Section 9.4.2, Staff Side rejected Management changes.
- Section 9.4.3, Staff Side accepted that some Lecturers participate in internal verification. Staff Side undertook to propose a re-wording of this section.
Action Staff Side
- Section 9.4.5, Staff Side objected to word 'significant' and will review and respond.
Action Staff Side
- Section 9.4.6 Staff Side to consider and respond.
Action Staff Side

Section 10

- 10.7 Management Side to clarify list of public duties which qualify for special leave.
Action Management Side

Section 15

- Management Side do not accept Staff Side proposal for permanency after two years' service.

The EIS agreed to incorporate the agreed changes into the EIS National Conditions Document version 3 and to rename it version 4, and for it to be available for the next SLWG T&Cs meeting.

Next Steps

The SLWG Chairs will report progress to the NJNC Side Table Lecturers.