

## **Draft Technical Working Group Note**

**Meeting held on Thursday 9 March 2017 (1000-1600) in City of Glasgow College, City Campus, Glasgow.**

Present:

Carol Scott, Andrew Lawson, Joanna McGillivray, Stephanie Graham, David Gunn, Heather Stevenson

Pam Currie, John Kelly, Jim O'Donovan, Charlie Montgomery.

Agreed that CS would chair and that notes and outcomes would be recorded rather than formal minutes. The note of the previous meetings was agreed bar one addition to be included from Staff Side.

### Job Matching Role Criteria for Promoted Posts

- General agreement on several levels noted.
- Process refers to existing staff in existing roles; this is not about restructuring.
- Detailed discussion on levels under each factor led to Technical Working Group agreement on job role criteria document.

### Job Matching Procedures

- Agreed to expand introductory statement to ensure the process is about the role not the individual or person specification.
- Discussion on timeframe – agreed not to include specific dates at this time.
- Discussion on panel involvement and how appeals or areas of disagreement should be handled.
- Draft document agreed for submitting to National Joint Negotiating Committee (NJNC) – STL.
- Staff Side wished it acknowledged that discussion would be required at a later date on staff not covered by the National Recognition and Procedures Agreement (NRPA).

### TQFE Remission and Paper on Unpromoted Lecturing Staff Salary Placement and Progression

- Consensus on revised wording regarding ensuring there is no artificial salary bar.
- Discussion on remission time. Both sides presented revised options for consideration. Agreed to revisit at the next meeting.

### Outstanding Items

Staff Side requested that the meeting scheduled for Friday 10 March 2017 cover:

- Class contact time.
- Transfer to permanent status.
- Annual leave.
- Salary placement on completion of TQFE.
- Salary Conservation.

The Staff Side indicated that they wished all items discussed and positions agreed by the end of Friday's meeting. They did not wish to wait until the NJNC meeting scheduled for Thursday 16 March 2017. Management Side responded that the meeting would no longer be a meeting of the Technical Working Group, but would be convened as a Short Life Working Group.

Technical Working Group  
Thursday 9 March 2017

## **Draft Short Life Working Group Note**

**Meeting held on Friday 10 March 2017 in EIS Offices, Moray Place, Edinburgh.**

Present:

Carol Scott, Stephanie Graham, David Alexander, Andrew Lawson, John Gribben, Heather Stevenson

Pam Currie, John Kelly, Jim O'Donovan, Charlie Montgomery

Agreed that CS would continue as chair.

### Remission Time

- Discussion on remission time led to general consensus on overall 150 hours remission to be agreed between the individual and the line manager.

### Conservation of Salary

- Discussion took place on arrangements for existing staff, transitional arrangements for the job matching exercise and new conservation arrangements following completion of the current agreement.
- No agreement reached following detailed discussion. Movement from both sides acknowledged, but would require further discussion at NJNC.

### EIS Paper on Class Contact, Working Hours and Annual Leave 2.3.17 v2

- Discussion took place on the EIS proposals and the current management position.
- EIS indicated that their members were unhappy with workload overall and they did not wish to increase class contact time nor reduce annual leave.
- No agreement reached on introducing differential leave entitlements for different post levels.
- EIS changed paper slightly to include greater flexibility of use of annual leave but did not change overall levels of leave requested.
- Management indicated that the proposals were untenable as they stood and that further discussion would be required at the scheduled NJNC.
- EIS expressed disappointment at the lack of progress and indicated that they would be preparing to go to statutory ballot for industrial action.

Short Life Working Group  
Friday 10 March 2017