

Human Resources

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| Subject: | UCC (TAFE) | | |
| To: | Matt Morris, Karen Willey, Peter Collins, John Francis, Katrina Kavanagh and Erich Sinkis (AEU). | | |
| Date and time: | Thursday, 27 July 2017 at 3:00pm | | |
| Venue: | A016 meeting room, SMB Campus | | |
| From: | Matt Morris | | |
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Welcome

Apologies

John Francis

Report from Previous Meeting

Matt welcomed committee and previous report from meeting dated 20 April 2017 confirmed.

Agenda/Action items

1. Financial briefing

A management representative provided handouts on HE and VET financials. Committee members were advised to contact Peter Hicks if they required more detailed information. Concern raised regarding impact on staff welfare given financial constraints.

2. Induction process

Term 4 – AEU visiting all campuses.

3. MBA Negotiations

University made decision to join bargaining process, no speedy resolution. University will join process, but the process has moved outside of VTA and the AEU are engaging with the Government directly.

4. Pre-Dispute resolution process

A management representative audited 15 Work Plans, all met requirements. It was suggested an AEU member from the committee be nominated to work with the Manager, Workplace Relations to review and work with parties on work plans, five days to meet then another five days to put a recommendation to the UCC. This has a degree of flexibility subject to individual's availability.

5. Qualification Requirements

If and when people/staff do not comply with obtaining qualifications then:

- Possible unsatisfactory performance
- Dispute
- Management to provide further information.

6. Sessional Contract – three monthly (duration of second semester sessional contracts)

Concern raised regarding providing sessionals only three month contracts at a time – uneasiness on staff.

Health and Wellbeing focus – beyond blue workshops rolled out across Mt Helen and SMB campuses.

7. Workloads – Interpretation

The relevant HR Business Partner and an AEU representative to work together regarding training and guidelines on scheduled / non-scheduled duties.

General Business

None.

Other Business

Julie Ann Noble has resigned, her contribution to the committee was acknowledged.

Date of Next Meeting

Thursday, 24 August 2017.