

## Human Resources

Subject:	<b>UCC TAFE 3/14</b>		
Chair:	Andrew Cleary, Manager, Workplace Relations		
Present:	Julie-Anne Noble, Carl Trotta, Erich Sinkis (AEU).		
Apologies:	John Francis		
Venue:	Business Development Meeting Room (A016), SMB Campus	Date:	Tuesday, 6 May 2014
Meeting opened:	3:15pm	Meeting closed:	4:30pm

## Minutes of Previous Meeting

Minutes from the previous meeting were accepted as circulated.

## Actions Arising From the Previous Report

### Enterprise Bargaining

Andrew advised that Greg Barclay (AEU) had been in contact with Michele Le Noury concerning EB meeting dates. The UCC Committee also discussed representation at the 'bargaining table'.

**ACTION:** Erich requested if Andrew could disclose the names of the representatives nominated to 'bargain' at the next meeting.

### Excess Teaching Duty Hours (ETDHs) Consultation Form

Andrew presented a 'draft' Consultation Form that could be used in negotiating ETDHs with teachers. Discussion occurred. Some concerns regarding the sequence of how the form would be completed were raised. Erich suggested some changes which could be considered with the Committee's approval.

**ACTION:** Andrew agreed to incorporate the agreed suggested changes and re-distribute the Consultation Form as a 'second draft', to the Committee members prior to the next meeting.

A further concern was raised that teachers 1748 total annual accountable hours were not raised as a result of a teacher agreeing to perform ETDHs. It was agreed by the Committee that ETDHs are to be negotiated and discounted from other duties so that the total accountable hours do not exceed 1748 per year.

### Assessment/Casual Pay Rates

Julie-Anne outlined that no further action would be required on this matter at this stage.

### Advance & GippsTAFE

Andrew tabled a FedNews item on 'The Progress of Changes to Vocational Education and Training in Gippsland' which outlined that Advance and Gipps TAFE had joined to form one entity called 'Federation Training'. The article indicated that the new entity would need to demonstrate its viability prior to being incorporated into Federation University on 1 January 2016.

## Review of Academic & Administrative Organisational Structures

Andrew gave an update on the progress of the 'consultation paper' due to be released next week. Andrew outlined that the 'consultation paper' has been largely based on information gathered from staff forums and staff focus groups.

On a related matter, Carl outlined that some teachers have applied for VRPs and that only positions that are genuinely redundant will be approved.

## General Business

Julie-Anne outlined an issue with a teacher who is currently classified as a T1.2 and has been required to perform a range of co-ordination duties equivalent to those at the SE level. Discussion took place on the matter which included the qualifications held by the teacher. It was suggested that Julie-Anne ask the teacher to make contact with Carl to outline his situation.

**ACTION:** Julie-Anne to ask relevant teacher to contact Carl

**ACTION:** Carl to investigate matter once contacted by teacher and report back on the findings at the next meeting.

## Other Business

Nil

## Date of Next Meeting

The next meeting will be held on **Tuesday, 17 June 2014** at 3:15pm in the VCO Meeting Room (T106), Mt Helen Campus.