

Executive Summary of Business for Senate



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| Title | Summary of Changes to the <i>Proposal for Change</i> |
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| Type | Report |
| Date | 12 March 2010 |
| Strategic context | Council requires the University to progressively move towards a break-even budget and 4% surplus across all schools. This challenge is against a background of reductions in public funding for higher education. |
| Summary | In November 2009, the University published its <i>Proposal for Change</i> . This document has been subject to consultation for a period of not less than 90 days. As part of this process, representations and counter-proposals have been received and consider by management. As a result changes have been made to the proposal, which has also been modified through the effect of natural staff turnover. (see S/244/6, S/244/7a and S/244/7b). |
| Essential Reading | Parts 1, 2 and 3 of the <i>Proposal for Change</i> |
| Recommendation | Senate is asked to RECEIVE a summary of the changes to the <i>Proposal for Change</i> (this document), to consider the Proposal for Change (S/224/3), including the counter-proposals, the management response to them (S/224/7a), and the comments of the Senate Working Group (S/224/7b); and to report comments on the same to Council in time for its meeting on 26 March 2010. |

Overview

1. The University's *Proposal for Change* was published in November 2009 and subject to formal consultation for not less than 90 days before the first of the proposed redundancy dismissals takes effect.
2. The University has received representations and counter-proposals, either through collective consultation with the campus trade unions, through representations from individual members of affected staff or groups of affected staff and from input from the student community.
3. Details of the collective consultation process are set out in paper S/224/6. Details of the counter-proposals and responses are set out in paper S/224/7a.
4. The table shown in annex 1 summarises the changes being recommended by management to Council for approval at its Spring meeting. These changes may be amended further e.g. where consideration of individual representations are still in progress.

Recommendation

5. **Senate is asked to RECEIVE a summary of the changes to the *Proposal for Change* (this document), to consider the Proposal for Change (S/224/3), including the counter-proposals, the management response to the counter-proposals (S/224/7a), and the comments of the Senate Working Group (S/224/7b); and to report comments on the same to Council in time for its meeting on 26 March 2010.**

Annex 1

Summary of Changes to the Proposal

| Unit | Original Proposal | Modifications to Proposals |
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| School of English | To cease specialist teaching and research in French and German literature and culture, with the loss of 5 posts. | There are currently no changes, although it should be noted that in individual consultation, representations on the proposals have been made and are being considered. |
| School of History, Art History, and Philosophy | To withdraw from research and research-led teaching in English Social History pre-1700 with the loss of 1 post. To withdraw from research and research-led teaching in the economic and political history of Continental Europe pre-1900, with the loss of 2 posts. | The proposal stands to withdraw from research and research-led teaching in English Social History pre-1700, however there is no longer a proposed redundancy in this area. The proposal stands to withdraw from research and research-led teaching in the economic and political history of Continental Europe pre-1900, with the loss of 2 posts, although it should be noted that in individual consultation, representations on the proposals have been made and are being considered |
| School of Engineering and Design | Withdraw from Ion Implantation activity, with the loss of 1 post. Withdraw from research in Space Science, with the loss of 2 posts. Refocus staffing from Electrical to Mechanical Engineering, with the loss of 2 posts from Electrical, and the creation of 2 new posts in Mechanical Engineering. Increase the size of the Biomedical Engineering Group from 2 to 5 posts, with the creation of 3 new posts. | No change |
| School of Informatics | To reduce the size of the School by 13 faculty posts. To create 3 new senior academic leadership posts. To reduce the number IT support posts in the School by 3 posts. [NB by transfer to IT services – see below.] | There is no change to the proposed number of redundancies. However, it is recommended that the School retains up to 2 FTE's, deployed into teaching only positions to manage transitional teaching arrangements associated with the reduction in teaching faculty, for 1 year in the first instance, with 2 years in exceptional circumstances. |
| School of Life Sciences | To refocus current areas of Biology & Environmental Science, and Biochemistry & Chemistry and to reduce the number of faculty posts by 24 across these areas To recruit 2 new chairs in Chemistry: 1 in Medicinal Chemistry, and 1 in drug discovery. Contingent on being self-funding, to recruit 2 endowed chairs in Translational Cancer Research (GDSC) and in Neuronal Disease (Neuroscience). Following decisions about changes in academic staffing, to develop detailed proposals for significant cost reductions in Life Sciences technical staff costs. | Further to a resignation, the proposed number of redundancies is now 23, The 24 th post will not be replaced. It is recommended that the School retains up to 4 FTE's, deployed into teaching only positions to manage transitional teaching arrangements associated with the reduction in teaching faculty, for 1 year in the first instance, with 2 years in exceptional circumstances. |

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| Centre for Community Engagement | <p>In line with a refocusing of activities to reduce staffing by a maximum of 7 posts. Many CCE posts are part-time, and the full-time equivalent reduction in posts is planned to be 2.2 FTEs.</p> <p>These 7 posts comprise the following roles: 2 x Landscape and Locality Studies 1 x Archaeology 1 x Creative Arts 2 x Creative Writing 1 x Staff Development and Academic Support</p> <p>To make a further reduction of 1 post at the end of 2010-11 with closure of the MA in Creative Writing.</p> <p>Subject to the approval of a business case an additional post is planned as the new MBA expands its activity</p> | No change |
| Technical Staff in the Schools of Engineering & Design and Mathematics & Physical Science | <p>To close the Arundel Stores with the loss of 2 posts, and the creation of 1 new post to handle invoice processing duties</p> <p>To cease the Central Workshop function, absorbing required duties into the roles of the restructured technical teams in Mathematical & Physical Sciences, and in Engineering & Design. This involves the loss of 9 posts.</p> <p>To cease the Technical Services Manager post for the Schools of Mathematics & Physical Sciences and Engineering & Design. This involves the loss of 1 post.</p> | <p>It is recommended that the number of redundancies proposed for selection from the pool comprising the technical teams from the Mathematical & Physical Sciences, Engineering & Design and the Central Workshop will reduce from 9 to 8.</p> <p>This additional post will be in the new Physics structure.</p> <p>The number of posts in this pool has reduced from 25 to 21.</p> <p>Implementation of this proposal may be delayed in order for consultation to take place on a proposed reduction in the Life Sciences Technical Services so that selection, where appropriate, may take place across both of these Technical Services areas. NB a proposal for Life Sciences Technical Services will be subject to a separate period of consultation.</p> |
| Residential, Sport and Trading Services: Catering Services | <p>To reduce the number of supervisory posts from 11 to 4.</p> <p>To create 2 senior supervisor posts to be located in Bramber House</p> <p>To change the terms and conditions and rotas of all catering staff in grades 1 to 6, to allow for 5 out of 7 day flexible working, to meet business needs.</p> | No change |
| Estates and Facilities Management: Premises | <p>To change the terms and conditions and rotas for all premises staff to allow flexible working to meet business needs. To reduce contractual overtime to 3.5 hours per person per week.</p> | No change |

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| Estates and Facilities Management: Security | <p>To reduce the number of Security posts from 16 to 10.</p> <p>To change the rostering of Security staff but retain 24 hour/7 day staffing; and remove ancillary duties.</p> | <p>Two of the 16 Security posts in the pool are currently filled by external contractors. These contractors will leave, which will create 2 vacancies. As a result, the proposed number of redundancies will reduce from 6 to 4.</p> <p>There will now be 2 pools within Security, for the purpose of selection. The first pool will consist of the Shift Leaders and the second pool will consist of the Security Patrols. There are 2 proposed redundancies in the Shift Leader pool and 2 in the Security Patrol pool.</p> <p>Further consideration is being given to this structure and therefore the number of redundancies proposed may reduce depending on changes to overtime as per the suggestion in the counter-proposal.</p> |
| IT Services | <p>To reduce the number of project manager posts from 3 to 2.</p> <p>To create a single AV and Workstations support team of 7 posts, involving the loss of 1 post.</p> <p>To reduce the staffing of the Workstation Deployment and Support team by 5 posts, .</p> <p>To reduce the Workstation Deployment and Support management team from 2 to 1.</p> <p>In IT Services administration, to remove a senior post in procurement activities, and to create 1 additional Support Officer post.</p> <p>To reorganise existing staffing to create new teams to support Windows, and to support Linux/Macintosh, involving the creation 1 new post. [NB. This proposal involves the transfer of 3 IT support posts from Informatics]</p> | <p>Further to a vacancy, the proposed number of redundancies within the Workstation Deployment and Support team will be reduced to 4 posts. The 5th post will not be replaced.</p> <p>In agreement with the 3 recognised trade unions, the AV and Workstation support team and the Workstation Deployment and Support teams will be merged into one pool for the purposes of selection. As a result of merging these pools, the pool for the Workstation Deployment and Support management team has increase from 2 to 3 to incorporate the Manager of the AV and Workstations support team, although the number of redundancies in this pool remains 1.</p> |
| Library | <p>To change the terms and conditions and rotas for Library staff to meet business needs. To reduce contractual overtime for some staff.</p> <p>To cease the activity of Library Catering, with the loss of 1 post.</p> | No changes |
| Student & Academic Services Division: Student Advising | <p>To create a merged Student Life team of 5 Student Life Advisors and 1 Senior Student Life Advisor. This involves the loss of 11 posts from a pool comprising 16 Student Advisors and 1 Head of Student Funding.</p> <p>To re-focus the existing Student Support Co-ordinator posts to Student Experience Assistants, reducing the existing posts from 5 to 4 , with the loss of 1 post.</p> | No changes |

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| Student & Academic Services Division | <p>To cease the activity of Projects and Programmes Innovation, with the loss of 1 post.</p> <p>To cease the activity at the interface of the Student Support & Experience and the Academic Registry teams, with the loss of 1 post.</p> <p>To reduce the number of Central Personal Assistant posts within the SAS Central Office from 3 to 2.</p> <p>To create an Executive Officer - Information post.</p> <p>To create 1 new post to focus on Customer Service improvement.</p> <p>To create 1 new post to focus on Student Evaluation & Academic Policy.</p> | No changes |
| Student & Academic Services Division: UNISEX, and Health and Wellbeing | <p>To cease the UNISEX activity, with the loss of 3 posts.</p> <p>To create a new post of Health & Well-being coordinator</p> | No changes |
| Student & Academic Services Division: InQbate | To cease the InQbate activity with the loss of 4 posts. | No changes |

This document is subject to amendments and confirmation.