UNIVERSITY STAFF CONSULTATIVE COMMITTEE (USCC)

MINUTES

Thursday 18 April 2013
Ross Hohnen meeting room, Chancelry 10

1. Present: Harriette Wilson, Maria Davern, Jeremy Weinman, Mathew King, Kevin Mahoney, Rana Ganguly, Nick Guoth, Paul Preston, Pat Price, Teifi Caron, Nadine White, Susan Murray, Christine Harney, Marion Mapham, Tim McCann, Tabitha Boyer, Gail Frank

Apologies: Andrew Heath,

Absent: Margaret Wigney, Kevin Cooper, Marie Fischetti, Tegan Donald

Welcome to new members Paul Preston, Maria Fischetti and Tim McCann

2. Confirmation of minutes of previous meeting:

It was resolved that the minutes of the meeting held on 3 October 2012 were true and correct.

3. Action arising from previous meetings:

3.1. Add an item to the agenda for a report from each LACC representative:
   - The item will be added to the agenda.

3.2. Members to seek resolution and agreement through their College/Division management if they are unsure of the area they are representing
   - committee members understand who they are representing

3.3. Provide an update on the short and long term outcomes of the Barry Drive road works: Addressed at agenda item 6.1

3.4. Organise a guest speaker to present on the ANU Enterprise Agreement (Nadine)

4. Speaker/Theme:

   Enterprise Bargaining update
   - Nadine provided an overview of the process and an update on progress
   - Progressing well with 90% of the issues addressed
   - The remaining 10%, the “sticky” issues, will be addressed now
   - To progress has been achieved with goodwill and cooperation between all parties
   - Tim McCann from the NTEU provided additional, supporting background

   Questions on submissions and span of hours for Library staff were raised. Submissions to the process should have been acknowledged as received. Issues relating to “span of hours” are being negotiated.

5. Reports from LACC representatives:

5.1. Facilities and services – Teifi Caron
   - Teifi advised that the ACT government road works on Barry Drive were routine and that no safety concerns were anticipated. Members expressed concern for the safety of pedestrians crossing at non-designated crossings and the feasibility of a pedestrian bridge or median strip barrier being constructed.
**Action Item:** Chair to refer the committee’s safety concerns to F&S and request that our concerns be recorded with the ACT Government.

- Committee members are encouraged to visit the ANU Green website and read the Greenloan funding information regarding funding for sustainable projects and consider putting in an application as there is funding available. There is no due-line for applications.

5.2. CMBE – Fenner School: Kevin Mahoney
- Concern has been raised regarding unsafe bicycle riding in the Union Court area of campus. Nadine advised that College Deans and Service Division Directors had recently received a letter from the HR Division requesting that respectful use of shared pathways on campus, particularly regarding bicyclist behaviour, be communicated to their area. Committee members were requested to go back to their areas and request that the information be communicated.

5.3. F&BS: Pat Price
- No issues to raise.

5.4. Research Office – Tabitha Boyer
- No issues to raise

5.5. CPMS – MSI: Nick Guoth
- Staff are reporting that the new policy website has many broken links, problems with forms and attachments and problems with searching. Concern was also expressed that the roll-out of the new website had not been communicated to staff. A number of committee members agreed that this was a problem in their area as well. Nadine advised that ITS sent an email regarding the new policy site roll-out to heads of College and Divisions. Nadine also noted that the roll-out, without verification of the migration by the document owners, means that a process is now underway to review all documents and provide resolution of the problems.

5.6. Marketing Office: Marion Maphan
- Discrepancies between the information available on staff through the on-line staff directory and the HR System were of concern. Could the two systems be synchronized? Nadine advised that synchronization was not possible however the HR area staff are responsible for updating the information in the HR System. When this occurs representatives should contact their HR area and request that the information be updated.

5.7. Registrar – Student Services: Paul Preston
- The RSS area is currently undergoing a change management process which may lead to issues arising in the future.

5.8. SIS – Margaret Haney
- Library opening hours have been extended to 8:00am to 12:00 midnight and students are taking full advantage of these extended hours. At times there is only one staff member on duty. This situation needs to be monitored for safety.

5.9. CAP – Harriette Wilson
- Harriette advised that CAP does not have a LACC. The geographical area that CAP occupies is large and diverse and that it is impossible to know what is going on in all areas.
- Expansion of central services is underway with increased emphasis on marketing, on-line courses and expansion o undergraduate student facilities. This will require major work in Coombs buildings.
- CAP is also about to commence a change management program.

5.10. CMPS – RSPE: Rana Ganguly
- JAG currently undergoing a change management process
- Some confusion with F&BS administration of LAFHA. Nadine advised that the issue be raised with the CMBE/CPMS Business Manager

5.11. CMBE – RSB Robertson Building – Matthew King
- There is growing tension around storage of bicycles in the building. Staff and students are concerned about the lack of security in the secure storage sheds and are reluctant to use them. Recently difficulties have been experienced with F&S and their management of a specific theft event. With the perceived lack of security it is difficult to enforce procedures relating to storage of bicycles in buildings. Committee members agreed that bicycle security was a concern University wide. Are there statistics relating to bicycle theft and the incidence of theft from secure bicycle cages? Tiefi Caron suggested that security could be promoted via the Go-Green poster program and promotional material.

**Action Item:** Raise the issue of bicycle security with F&S (Nadine)
5.12. CMBE – Robertson: Jeremy Weinman
   • Movement occurring between new and old buildings
   • Safety concerns around the Dickson parking station had been addressed with the assistance of OH&S.

6. Other business:
   • Nadine advised that the UniSafe Committee has been reinvigorated and that collaboration between the two committees may be productive and informative.

   **Action Item:** Nadine to contact Luce Andrews to see if a link between the two committees can be established.

7. Meeting dates:

   2013 meeting dates: 4 July and 7 November

Meeting closed at 10:35 am