

SCHOOL OF INFORMATICS

Strategy Committee

26 April 2017

Subject: Teaching and Admin Work Allocation Model - revisions

Author

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Background

Following consultation, Strategy Committee approved an updated School 'Teaching and Admin Workload Model' at its meeting of 22 February 2017. Subsequently, in March 2017, the University published its revised 'Academic Work Allocation Models - Development Principles and Operational Guidance'.

Action requested from the committee

Note the proposed actions as a consequence if the University's revised guidance on work allocation models.

Main subject text

The School's approach is broadly in accordance with the University's revised guidance, except in two areas:

- There is an expectation that models will 'allocate work on the basis of the time, expressed in hours,...'.
 - No action is proposed, on the basis that the School's work allocation model was widely consulted upon and there was no support within the School for an hours-based model.
- The work allocation model should include, where the work allocation cannot be agreed by the relevant manager and a member of staff, the right of a member of staff to request a meeting with their Head of School.
 - This will be added to the current School work allocation model.

In addition, the University considers that the term 'workload' as pejorative and therefore models should be referred to as 'work allocation models' rather than 'workload allocation models'. It is proposed to update the School's documentation accordingly.

Equality and diversity implications – N

No additional implications. The School's work allocation model is intended to operate in a fair and transparent manner.

Resource implications (staff, space, budget) – N

No additional implications.