

**Collective Bargaining Meeting  
Notes from Meeting**

**Meeting date:** Thursday 4 February 2010, 9.30am – 11:00am

**Venue:** Science Education Building, Meeting Room - M15\_1.13, Mt Gravatt Campus

**Present:****University Management**

Ken Greedy Associate Director (Employment Strategies) HRM  
Graham McConnell HR Manager, Griffith Business School & Griffith International Division  
Alarna Finucan HR Manager, Arts, Education and Law Division  
Teri McKay HR Adviser (Employment Strategies) HRM  
Dino Varricchio HR Adviser (Employment Strategies) HRM

**Union Industrial Officers**

Cathy Grant National Tertiary Education Union (NTEU)  
Margarita Cerrato University Staff Union (USU)

**Union Staff Representatives**

Margaret Buckridge Academic  
Arthur Poropat Academic  
Lynda Davies General Staff  
Tony Stafford General Staff  
Robert Purdie General Staff  
Chris Weckerle General Staff

**Apologies:** Nil

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Agenda Item Number	Item Description	Outcome	Action Required
1.	Confirmation of notes from previous meeting	<ul style="list-style-type: none"> <li>• Comments to be provided from the 19 November, 3 December (Academic Only) and 10 December 2010 meeting notes.</li> <li>• Preparing draft meeting notes from 4 February 2010 to be sent out to all parties.</li> </ul>	<ul style="list-style-type: none"> <li>• Negotiation team to receive draft notes from 4 February 2010 meeting.</li> </ul>
2.	Update from previous meeting from 10 December 2009	<ul style="list-style-type: none"> <li>• University Management advised that a number of clauses will be forwarded to bargaining team for review and discussion. This will include the following –               <ul style="list-style-type: none"> <li>• Indigenous Employment;</li> <li>• Workloads; and</li> <li>• Redundancy.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• University Management to forward draft clauses.</li> </ul>
3.	Draft clause – Part 5 – Leave (General Staff)	<ul style="list-style-type: none"> <li>• University Management tabled the draft clause on Leave for General Staff.</li> <li>• This will be recorded in the document register as Mgt v23.0 – Without Prejudice – University Management – Draft Part 5 – Leave Entitlements – General Staff</li> <li>• University Management discussed this draft with the negotiating team. It was identified during these discussions, this is the first draft and the Union negotiating team to provide comments back to regarding variations/changes with this document.</li> <li>• University Management advised the Unions that it does not accept or agree with the following claim from the <b>NTEU 21 (a)</b> – recognition of and access to long service leave after 5 years service for all staff.</li> <li>• The USU asked University Management to check for pro-rata of LSL after 7 years against the Fair Work Australia legislation covering the National Employment Standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Update document register – Mgt v23.0 – Without Prejudice – University Management – Draft Part 5 – Leave Entitlements – General Staff.</li> <li>• University Management does not concede to claim from the <b>NTEU 21 (a)</b> – recognition of and access to long service leave after 5 years service for all staff.</li> </ul>

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4.	Draft clause – Allowances – General Staff	<ul style="list-style-type: none"> <li>• University Management advised the Union negotiating party that it will agree to increase allowances and will be payable as an annual percentage in accordance with the proposed annual salary increases.</li> <li>• This increase of allowances will be inserted into the proposed agreement.</li> </ul>	<ul style="list-style-type: none"> <li>• University Management to apply annual increases for allowances.</li> </ul>
5.	Status of Negotiations – General Staff Enterprise Agreement	<ul style="list-style-type: none"> <li>• University Management discussed with negotiating party the status of negotiations document relating to the proposed General Staff Enterprise Agreement.</li> <li>• A number of clauses in the proposed agreement were identified under the status heading of “<b>agreed in principle</b>” to be changed “<b>under discussion</b>”. They include – <ul style="list-style-type: none"> <li>○ Clause 12.3 – Casual Employment;</li> <li>○ Clause 22 – Salaries;</li> <li>○ Clause 26 – Superannuation;</li> <li>○ Clause 29 – Ordinary Hours;</li> <li>○ Clause 29.6 – On-call;</li> <li>○ Clause 34 – Recreation leave;</li> <li>○ Clause 41 – Probation;</li> <li>○ Clause 43 – Performance Management Scheme;</li> <li>○ Clause 44 – Unsatisfactory Work Performance;</li> <li>○ Clause 45 – Dealing with Misconduct/Serious Misconduct;</li> <li>○ Clause 51 – Managing ill-health;</li> <li>○ Clause 56 – Workplace Bullying;</li> <li>○ Clause 59 – Individual Grievance Resolution Procedures;</li> <li>○ Clause 60 – University Policy and Procedures; and</li> <li>○ Schedule 1 – Position Classification Descriptors.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Update and forward document to negotiating party – Status of Negotiations table – General Staff Enterprise Agreement.</li> </ul>
6.	Discussion of NTEU Claim Items	<ul style="list-style-type: none"> <li>• The NTEU informed University Management that a number of outstanding claim items require further discussion. They include – <ul style="list-style-type: none"> <li>• Pre-retirement arrangements;</li> <li>• Working Overseas;</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• University Management to discuss the NTEU’s claims at the next meeting.</li> </ul>

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		<ul style="list-style-type: none"> <li>• Environmental Sustainability;</li> <li>• General Staff Classification &amp; Career Progression;</li> <li>• Payment for Continuing Professional Development;</li> <li>• Payment of Professional Development Membership;</li> <li>• Allowance – Car parking; and</li> <li>• Allowance – Anatomical Specimens;</li> </ul> <ul style="list-style-type: none"> <li>• University Management advised the NTEU that these claims will be discussed at the next meeting.</li> </ul>	
7.	Meeting Schedules – Academic Only, Language Instructors, Childcare and Food Services	<ul style="list-style-type: none"> <li>• The Union negotiating team asked University Management to prepare meeting schedules for further meetings covering Academic Only claims, Language Instructors, and Childcare and Food Services areas.</li> <li>• University Management will undertake this preparation of meeting schedules and will advise the negotiating team.</li> </ul>	<ul style="list-style-type: none"> <li>• University Management will undertake this preparation of meeting schedules and will advise the negotiating team.</li> </ul>
8.	Communication – Memo to release Staff Union Representative for Collective Bargaining negotiations.	<ul style="list-style-type: none"> <li>• University Management informed the negotiating party that correspondence will be prepared to staff union representatives advising their managers of their continued representation with these meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• University Management to prepare correspondence.</li> </ul>

Next Meeting	Date	Time	Location	Campus
Meeting No.30	Thursday 18 February 2010	9.30am – 1:00pm	Science Education Building, Meeting Room - M15_1.13	Mt Gravatt

Agenda	Topic
Item No. 1	Draft clause – Part 5 – Leave (General Staff)
Item No. 2	Discussion of NTEU Claim Items