

**TERMS OF REFERENCE
REVIEW OF THE OPERATIONALISATION OF THE VT ASSIMILATION
AGREEMENT – 2018/19 ACADEMIC YEAR**

BACKGROUND

In April 2008 it was agreed that hourly paid Teaching and Scholarship (T&S) role profile holders would be assimilated to the Framework Agreement (FA) as part of the Goldsmiths Agreement on the Modernisation of Pay Structures – April 2008. The assimilation of hourly paid T&S role profile holder to the FA was implemented in the 2013/14 academic year.

The FA can be found here.

<https://goldmine.gold.ac.uk/PoliciesForms/Documents/Working%20at%20Goldsmiths/HR/Framework-agreement.pdf#search=framework%20agreement> on Goldmine.

It was agreed at JNCC in June 2018 that a review of the operationalisation of the AL assimilation agreement would take place in the 2018/19 academic year.

SCOPE OF THE REVIEW

1. Undertake an institutional wide review of the operationalisation and application of the assimilation agreement including assessing departmental compliance with the contract hours' calculator (CHC)
2. Identify the reasons for appointments of staff, including fractional staff, covered by the assimilation agreement and develop appropriate responses.
3. In conjunction with other institutional initiatives identify how staff covered by the assimilation agreement are recruited and appointed, and especially determine whether there are any transparency or equality matters with regard to local departmental practices that need addressing.
4. Investigate the relationship between student satisfaction figures and retention rates and academic resourcing.

STAKEHOLDERS

The following stakeholders will be invited to contribute to the review of the assimilation agreement.

- Human Resources
- GUCU
- Departmental Business Managers
- Heads of Academic Department
- Finance
- Head of Schools (Pro-Wardens / Deputy Warden)
- Associate Lecturers
- Fractional Staff
- Goldsmiths' Students Union
- Unison

NEXT STEPS

Once the ToR has been agreed between appropriate management and GUCU representatives an “action plan / scene setting” meeting should be arranged between GUCU and appropriate management representatives to discuss the way forward for the review and how to ensure that identified stakeholders contribute.

REPORTING ON THE REVIEW OF THE ASSIMILATION AGREEMENT

The review should be supported by a report. The report should be completed by the end of the 2018/19 academic year.

Andy Lamb
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