

## Negotiating Committees

### Joint Negotiating Committee

#### Terms of reference

- A Joint Negotiating Committee for discussion, consultation and negotiation as appropriate on matters under this Agreement will be established. Agreements recommended by this Committee will be submitted without undue delay by each side for appropriate ratification and will, when so ratified, be operative.
- Membership of the Joint Negotiating Committee will be up to five members appointed by the University and two representatives from each of the Campus Trade Unions. With the consent of both sides and normally following advance notice, advisers may be present at meetings of the Committee.
- The Joint Negotiating Committee will establish regular dates for meetings to be held not less frequently than once every three months to deal with matters notified to it by either side. Further meetings may be arranged by the Committee. In exceptional circumstances emergency meetings may be held at the request of either side specifying the nature of the matter to be raised.
- The Chair of the Committee alternatives between the University and the Trade Unions.
- The secretary to the Committee will be rotated according to who chairs the meeting. If the Trade Union chairs the meeting the secretary will be from the University and if the University chairs the meeting the secretary will be from the Trade Union. The secretary will be responsible for the distribution of agenda, relevant documents and minutes of meetings.

#### Membership

##### *Representing the University*

Provost

Chief Operating Officer

Director of Human Resources

Head of Employee Relations

(Secretary)

##### *Representing Unions*

Two representatives from each of the Campus Trade Unions: UNISON, Unite and UCU

**Commented [AJ1]:** Lee – presumably not any more, are you able to source this? Thank you.

## University/Southampton University and College Union Joint Negotiating Committee

### Terms of Reference:

To consult and negotiate on matters relating to conditions of service of academic and academic-related staff and practices relating thereto, and to receive such regular information from the University and the Union as is necessary for this purpose.

To consider proposals for altering such conditions or practices in accordance with the Procedure Agreement made between the University and the SUCU.

### Membership

Five representatives appointed by the University and five representatives appointed by the Union each of whom shall be a member of the University or an officer or official of the University or Union.

#### *Representing the University*

Provost

Chief Operating Officer

A University Academic

Director of Human Resources

The Head of Employee Relations

#### *Representing the SUCU*

The President

The Honorary Secretary

The Negotiations Secretary

Two other members of the Executive Committee

The Chair alternates between the Provost and the President, SUCU

#### *Secretary*

A member of the Human Resources Department

Commented [AJ2]: As above