

University Partnership Committee

Introduction

Partnership is concerned with management – union - employee relationship based on common interests and responsibilities. It involves acceptance by employers that employees have rights and interests to be considered when decisions are contemplated which affect the institution. Partnership also involves a commitment by employees to improvements in quality and efficiency.

1. **Overall Size of the Partnership Committee**

The Committee will have 16 members with 3 Honorary Officers, Chair, Vice Chair and Secretary.

2. **Trade Union Representation on the Committee**

Trade union representation on the Committee will be as follows:

- I.F.U.T. Three nominees
- UNITE Two nominees (1 Computer Centre, 1 Technicians)
- S.I.P.T.U. Three nominees (1 General Services, 1 Administrative, 1 Library)
- T.E.E.U. One nominee

3. **Representation on the Committee of Staff who are not members of a Trade Union**

Staff of the University who are not members of a trade union will be represented by two persons, elected by such staff.

4. **Management Representation on the Committee**

Management of the University will be represented by five persons, nominated in accordance with the wishes of the President, to include the Director of Human Resources and four members of the University Executive.

5. **Substitute Representation on the Committee**

Each trade union, each of the representatives of staff who are not members of a trade union, and each of the management representatives, will be entitled to have one named substitute attend committee meetings, where the appropriate representative is not in a position to attend such meetings due to a planned or unplanned absence from work of significant duration, e.g. leave of absence or long-term sick leave.

6. **Appropriate Training for Members of the Committee**

The Committee will receive appropriate training.

7. **Terms of Reference of the Committee**

The terms of reference of the Committee will be as follows:

- To provide a focus for, and to facilitate, the development and implementation of the partnership process;
- To assist with the implementation of change and modernisation in the University, having due regard to the interests of the University and its employees;
- To provide input into the development of organisation strategy including the University's Strategic Plan;
- To complement, where appropriate, existing industrial relations machinery;
- To carry out such tasks as are assigned from time to time by the University;
- To provide meaningful voice for staff on university matters and deepen the Partnership culture within the University;
- To promote regular two-way communication between the Partnership Committee and the University Executive with an annual report to the President.

8. **Chairing of Meetings**

The Chair of the Committee will rotate appropriately among trade union representatives, staff representatives, and management representatives, on an agreed basis. No two of the Honorary Officers shall be from the same representative body.

9. **Partnership Representation on University Committees**

The Partnership Committee will elect one representative to the [Human Resources, Staff Development and Equality Committee] to be determined when the university Committee structure has been reviewed.

10. **Adaptability**

The partnership process will be adaptable so as to allow co-options, where appropriate, to the Partnership Committee. The process will also be adaptable so as to allow matters appropriate to partnership to be dealt with other than centrally, e.g. at departmental level. In this regard, relevant issues will be discussed in the context of a partnership approach and may involve management representatives, trade union representatives, and staff representatives, who are not members of the Partnership Committee.

11. **Meetings of the Committee**

The Committee will normally meet bi-monthly during term and otherwise as appropriate with due notice. Meetings will proceed if a quorum of one third of the Partnership Committee plus one is in attendance. The quorum shall include at least two members representing management, at least one member representing a union, and one member representing non-union staff.

12. **Term of Office of the Committee**
The Committee will have a three-year term of office.

(May 2006)
(Updated July 2014)