

# staff update

Exclusively for staff at The University of Manchester

## YOUR VOICE, OUR MANCHESTER

The Staff Survey 2013 has now closed, and it can be revealed that 71% of University staff took part.

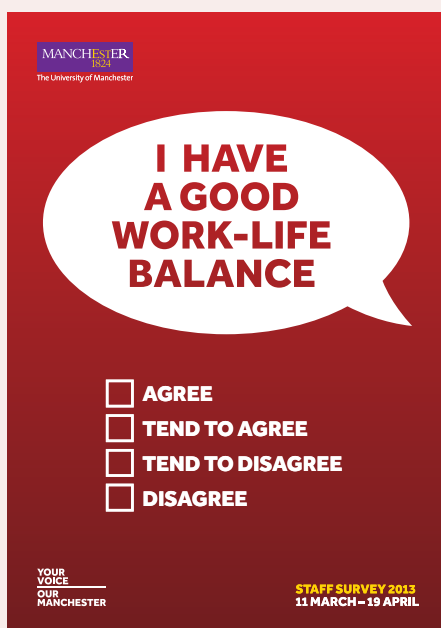
Professor Martin Humphries, Vice-President and Dean of the Faculty of Life Sciences, who leads the Staff Survey Steering Group, said: "This is an amazing response and I want to thank everyone who has taken the time to complete the survey.

"We were aiming for a 50% completion rate, so to reach 71% is fantastic. This level of participation means that the results will provide a reliable basis for judging how people feel about working here at our University. The survey will be a really strong foundation on which to build action plans to improve everyone's experience at work.

"I'd particularly like to thank leaders and managers who worked really hard to encourage their staff to take part in the survey. It is really gratifying that high response rates have been achieved across the entire institution.

"Over the next few weeks the Steering Group will be working closely with Capita to analyse the results and a report will be put together for the Senior Leadership Team towards the end of May."

The University-wide results will be made available to all staff during June, with results being shared with Heads of Schools and Directorates at a more local level at the same time.



Once the results have been analyzed and shared, the following action plans will be put together:

- Faculty level (one action plan for each Faculty) – led by the Deans and Vice-Presidents
- Professional Support Services – led by the Registrar, Secretary and Chief Operating Officer
- Library/visitor attractions – led by the Deputy President and Vice-Chancellor

askHR

## CONTACT HR

The Pensions Office and Equality and Diversity Office have moved and are now based in Room G29, in the John Owens Building.

The move forms part of a new, improved way of delivering Human Resources services to University staff.

Day-to-day HR and payroll enquiries are now dealt with by the new HR Services team, based in the Simon Building. Contact HR Services at:

- askHR – [www.staffnet.manchester.ac.uk/ask-hr](http://www.staffnet.manchester.ac.uk/ask-hr)
- HR Helpline: 0161 275 4499
- Email: [HRServices@manchester.ac.uk](mailto:HRServices@manchester.ac.uk)

For full contact details for HR staff visit The Guide to the Professional Support Services on the StaffNet homepage at

[www.staffnet.manchester.ac.uk/theguide](http://www.staffnet.manchester.ac.uk/theguide)

## TOP AWARD FOR FOODONCAMPUS

FoodOnCampus, along with FoodInResidences, has received the Cost Sector Catering Corporate Responsibility Award in recognition of its superb work in support of the University's social responsibility goal.

Judged by industry leaders, the award recognises FoodOnCampus's work – championing Fairtrade, buying local and seasonal products, sourcing food from humane and environmentally-friendly farming systems, and keeping waste from catering operations to a minimum.

The Chancellors Collection, which offers menus at Christie's Bistro, Café Muse at The Manchester

Museum and Café Rylands at The John Rylands Library, was runner-up in the Event Caterer category.

Alison Aucott, Head of Hospitality and Events, said: "This is a great achievement for both teams, especially as it is judged by hospitality industry peers and gives the teams industry-wide recognition."

Photograph shows (left to right): Hal Cruttenden (awards night host), Adam Woof (The Chancellors Collection), Jonathan Minshull (Head of Catering Operations) and Jo Simmons (McCain Foods – award sponsor).



## PRESIDENT'S UPDATE

Each month in Staff Update we publish a summary of the President's weekly message, for members of staff who don't have access to email or the internet at work.

### 14 March 2013

The President announced the fantastic news that our bid to the European Development Fund for £23 million for our National Graphene Institute has been supported in full. She reported that International Women's Day awards had been given to Maria Balshaw, Professor Kathryn Else, Dr Sheena Cruickshan, Dr Joanne Pennock and emerita Professor Katharine Perera, and that the latter had also been awarded the University's Medal of Honour.

### 21 March 2013

The President attended the annual Planning and Accountability Conference held jointly by the

Planning and Resources Committee and the Board of Governors, to review our progress against plans and consider future aims, targets and plans. The conference was followed by a formal meeting of the Board of Governors where the Board approved the next stage in financing our Estates Masterplan.

### 28 March 2013

The Chief Executives of the Science and Technology Facilities Council (STFC) and the Social Research Council (ESRC) visited the University and met with senior staff and visited key facilities. The University is recognised by both Councils as a key 'Partner University' which receives major funding from them.



### 11 April 2013

Recent major grant awards had included £6.5m for nuclear research and a further £3.5m for graphene research.

MANCHESTER  
1824

The University of Manchester

## HOW TO USE THE UNIVERSITY LOGO

If you're responsible for producing communications and marketing materials for the University, don't forget that as of 1 August 2012, the tab logo (where the words 'The University of Manchester' appear below the purple 'Manchester 1824' emblem) became the preferred version of our logo, in keeping with the recommendations of the brand review, which took place in 2011.

The L-shape logo can still be used and will remain on buildings and signage, but the tab logo is preferred for print, PowerPoint presentations and on websites, since it allows for more flexible design and helps reduce the area of wasted space on the left-hand side.

Logo files are available to download from our brand website, where you can also read more about:

- our brand proposition and key messages
- our visual identity, including best practice in commissioning and selecting imagery
- our tone of voice and house style

For more information please contact milena.cimmarrusti@manchester.ac.uk or visit:

[www.manchester.ac.uk/brand](http://www.manchester.ac.uk/brand)

## CLEAR IT OUT

Did you know that IT Services operates a central re-use and recycling facility for redundant IT equipment?

Now is a great time to 'spring clean' and get rid of any old equipment that is lying around.

All equipment collected by IT Services is assessed for suitability for re-use, recycling or disposal by the University's contractors. All electronic information is securely destroyed before equipment is passed on or disposed of.

If you have redundant IT equipment, please arrange a collection by contacting the IT Service Desk:

[www.manchester.ac.uk/servicedesk](http://www.manchester.ac.uk/servicedesk)

## CHANGE TO POLICE CONTACT DETAILS

There has been a change in the campus contact details for the police.

The University Police Liaison Office no longer exists: staff and students should now call Longsight Police Station on 0161 856 4223.

## PRE-RETIREMENT COURSE

The Staff Training and Development Unit is running a pre-retirement course to help staff as they approach this major change in life.

Specialist advice will be available on finance and investments and other important topics, to help you approach retirement with confidence.

The course will run on Friday, 7 June (full day) and Monday, 10 June (half-day) and is designed for employees who are eligible for retirement or early retirement at the course date. Lunch and refreshments will be provided on both days.

Book your place online at:

<https://app.manchester.ac.uk/toe2>

## CAREERS IN RESEARCH ONLINE SURVEY (CROS)

Have your say on your experience at The University of Manchester.

Are you a member of research staff? Do you want to improve your working conditions, career aspirations and career development opportunities?

Then spend just 20 minutes completing the Careers in Research Online Survey (CROS), the national survey for research staff, which is now open.

If you participate, you'll have a chance of winning one of six iPad Minis in the prize draw which will take place each week until CROS closes on Friday, 31 May.

To take part in CROS and find further information about the survey, including key contacts, go to:

[www.manchester.ac.uk/cros2013](http://www.manchester.ac.uk/cros2013)

## STUDENTS GET THE CHANCE TO "TELL US" IN THE UNIT SURVEYS

As Semester Two draws to a close, students on taught programmes are being asked to complete Unit Surveys by 17 May.

Eligible students whose Schools are using online surveys will have received an email. For the first time, they can download an app and complete the surveys on their mobiles. For more information about this, please contact:

- Kim Torrington on 52052

Other Schools are using paper surveys, which have been handed out during lectures and seminars.

If you'd like paper and/or electronic materials to help you promote the surveys, please contact:

- Pete Morris on 57521



**FAREWELL TO ALISON**

Colleagues and friends gathered at Chancellors Hotel on Wednesday, 27 March to say farewell to Alison Odell, who has retired as Director of Sport after nearly 40 years' service.

A graduate of Birmingham and Leicester, Alison joined The University of Manchester in 1998 as Director of Sport, leading a team of 45 support and operational staff.

In addition to her achievements at the University, Alison has also served on a number of higher education sports bodies. In 2007, she was awarded a CBE in the Queen's birthday honours list for services to sport.

Alison said: "It was an overwhelming occasion. It really brought home to me the fellowship we enjoy through sport, which has driven me to encourage others into sport as an activity, profession and community."

**A LOOK BACK AT WELLBEING WEEK**

Nearly 2,000 University staff and students registered for the free programme of wellbeing activities that took place over two weeks in March, making it the biggest Wellbeing Week programme ever.

Highlights of the 200 sessions on offer included: the abseil down University Place, which raised awareness about health and safety on campus, as well as £410 for local charities; the Biggest Loser competition (won by Lisa Grady) whose seven participants lost a total of 21.7kg over 30 days; and the free swim challenge, in which staff and students racked up impressive collective distances (of 63km and 230km respectively).

The Wellbeing Week planning group would like to thank the 30 volunteers who provided vital support and resource during an extremely busy week.



**EASTER EGG PROJECT HATCHES A SURPLUS**

The Wood Street Mission's 2013 project to provide Easter eggs, food and financial support for local families in need has received 30% more donations than last year's.

After providing food hampers for 958 families and thousands of chocolate treats for 2,220 children, the charity was left with a surplus of donations which it has shared with a number of other local agencies.

Colleagues at the University were more generous than ever, contributing approximately 800 Easter eggs in all shapes and sizes, as well as lots of foodstuffs and monetary donations.

[www.woodstreetmission.org.uk](http://www.woodstreetmission.org.uk)



IT Services staff

**FUNNY FOR MONEY**

Red Nose Day antics on campus raised more than £2,500 for Comic Relief.

Colleagues from around the University went into a cake-baking, costume-wearing, sponge-flinging frenzy on Friday, 15 March to raise funds for Comic Relief.

Thanks and congratulations to everyone who organised, contributed, donated, joined in, dressed up, dressed down, danced, played, got wet, baked and bought. The money you have raised will save lives.

**ASK THE EXPERT ABOUT – EXERCISE AND FITNESS**

Welcome to Ask the Expert, in which experts from around the University answer your questions.

This month, Gail Heathcote-Milner, Sport Development Officer, Health and Fitness, and her colleagues from SPORT Manchester provide advice and tips on keeping yourself in peak condition.

**Q. With a full-time job and a one-and-a-half hour commute each way, I find it difficult to motivate myself to exercise before or after work. Is there an easy way of fitting exercise into a busy schedule?**

**A.** Time is a major reason why people don't take exercise, but you don't have to spend hours in a gym or go out for a 10-mile run: 30 minutes of brisk movement (eg walking or cycling) should keep your body fit and healthy.

Here are a few ideas/tips:

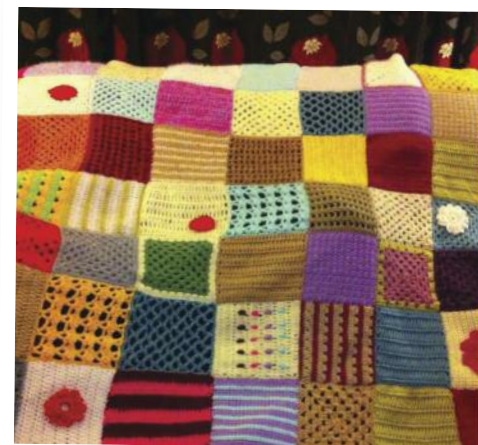
- If commuting by public transport, cycle or walk to and from the station;
- In your lunch break, go out for a walk or join a group exercise session;
- Use the stairs rather than taking the lift;
- Find a fitness buddy to work out with during your lunch break and motivate each other.

**Q. I need to lose a few pounds before my wedding this summer. What's the best way to lose weight through exercise?**

**A.** Try aerobic exercise, such as walking/cycling/running for around 30–40 minutes non-stop three to four times a week. Also short bursts of circuit-type exercise such as push-ups/burpees/squat thrusts/squats: 8-10 of each type can push you out of your comfort zone, but it will get you fitter and more toned.

As part of losing weight, look at your eating habits: a healthy balanced diet is the key. Sugar can be a contributor to weight gain; the recommended daily sugar intake is around 70g for men and 50g for women.

**Next month: In our June issue, Gail and the team will be answering more of your questions about exercise and fitness.**



**HAVE YOU ANY WOOL?**

Staff are being asked to donate spare wool, or to crochet 6"x 6" woollen squares to make blankets.

Janet Platt in the University Language Centre is making and selling blankets to raise money to send her neighbour's daughter to the USA for life-saving treatment.

Katrina Brown, 30, was exposed to radioactive material while serving as a medic at a military clinic in Iraq in 2003 and is now suffering with rare systemic sclerosis, which is attacking her major organs.

If you would like to donate wool or crocheted squares, please contact Janet on: [janet.platt@manchester.ac.uk](mailto:janet.platt@manchester.ac.uk)

**PROFESSOR PETER WORSLEY: 1924-2013**

A leading figure in both anthropology and sociology, Peter Worsley began his career in Manchester's combined Department of Anthropology and Sociology.

He went on to found and head the first separate Department of Sociology at Manchester, helping to establish it as the best department outside London at the time.

## JUST THE JOB

Dr Erinma Ochu FRSA

Wellcome Trust Engagement Fellow,  
Faculty of Life Sciences

The Wellcome Trust is a global charity dedicated to achieving human and animal health improvements, and its two-year Engagement Fellowships aim to support innovative public engagement pioneers.

The scheme was launched in 2011 and last year Dr Erinma Ochu was announced as the recipient of one of only two prestigious Fellowships awarded annually.

The two-year post will see Erinma explore innovative ways to embed biomedical science in people's everyday lives and how 'citizen science' - science carried out by the public - can contribute to biomedical research challenges.

Erinma says: "It's all about bringing people together to explore the possibilities – whether supporting staff and student involvement, or engaging the general public and local communities."

Erinma is currently in residence at MOSI (Museum of Science and Industry, Manchester). She has advised on an exhibition that is due to open in July called 'Brains: The Mind as Matter', connecting Manchester neuroscience researchers and artists to work with the curators.

It will feature more than 100 objects, including real brains, artworks, manuscripts, artefacts, videos and photography, and will explore what humans have done to brains in the name of medical intervention, scientific enquiry, cultural meaning and technological change.

She says: "The artists involved in the exhibition have an interest in biomedical data to interest and inspire the public. They are creating works influenced by brain scans, for example."

Erinma's background is in neuroscience, having studied for her undergraduate degree and PhD at the University. However, her work has seen her connect with areas outside her expertise.

She says: "I'm working with the Centre for Research on Socio-Cultural Change (CRESC) and the University of Sheffield to explore how to support local food growing and the potential role of technology in that. I'm learning new research methods with engagement at their heart.



"And I'm inspired by Manchester Museum and MOSI to explore how they foster new approaches to connect with research that catalyses social innovation. I'm presenting my idea of the Catalytic Museum at MuseumNext in Amsterdam, a conference exploring the 'Future of Museums'. I'm always looking to make new contacts within all the Faculties, as there's scope for us to work together across disciplines."

Erinma can be working on a number of projects at any one time, and she says every week is different. "Coming up later in the year, I'm developing a citizen music experiment with MOSI for Manchester Science Festival on the subject of music, and what makes a song 'catchy'.

"We aim to build on the success of last year's citizen science experiment, Turing's Sunflowers, which celebrated Alan Turing's legacy in his centenary year."

Erinma adds: "I'm taking every opportunity during my Fellowship to develop new ways of working, acquire new skills and share learning. As a University, it's important that we seek to lead on public engagement – we have local communities on our doorstep who are incredibly creative and want to be involved.

"There's a great social value in communities and museums connecting with research, and by doing this, we can become pioneers and have a wide social impact."

To find out more about public engagement and social responsibility at the University, visit:

[www.engagement.manchester.ac.uk](http://www.engagement.manchester.ac.uk)

'Brains: The Mind as Matter' opens on 26 July at the Museum of Science and Industry (MOSI). More information about the exhibition can be found here:

[www.mosi.org.uk/whats-on/brains-the-mind-as-matter.aspx](http://www.mosi.org.uk/whats-on/brains-the-mind-as-matter.aspx)



### CONTACT US

If you have any news or story ideas, you can contact us via:  
[uninews@manchester.ac.uk](mailto:uninews@manchester.ac.uk) or 275 2112.

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