

MARCH 2015

1. WORKSPACES

With so many new buildings going up on the campus and a number of reviews looking at how we can work more effectively, I am responding to a suggestion from PSS colleagues in the Faculty of Engineering and Physical Sciences (EPS) for this month's discussion topic and seeking your views on our different work environments and how they might change to facilitate more agile or flexible working.

In recent years many organisations have moved away from a culture of staff working in the same space at all times. Technological developments allow us to work more flexibly, and our working environment can do the same. In your teams, I would like you to discuss:

- How might some of our PSS roles be better facilitated by a choice from a variety of work-spaces?
- Does open-plan or "hot-desking" work better than private or small shared offices for some of our teams and functions?
- Do some roles have different space needs throughout the working week or even the academic cycle?

In discussing these issues, you might want to consider factors like the need for collaboration, accessibility, concentration, privacy, working off-site and personal preferences (e.g. sitting vs standing).

You can send your feedback and views to: coremunicate@manchester.ac.uk and I will report back on your feedback in a future CoreMunicate.

2. REVIEW OF STUDENT RECRUITMENT AND ADMISSIONS

The rapidly changing external environment in relation to fees/funding, relaxation of student number controls and new modes of course delivery mean that the market for undergraduate, postgraduate and distance/blended learning students is increasingly competitive and fast moving.

The University currently has an effective - but relatively fragmented - model for supporting course marketing, student recruitment and admissions, but it will need a student recruitment strategy and a model of support which is more agile and joined-up across the institution if it is to respond effectively to this fast-changing marketplace and to achieve its own ambitious goals.

With the full support of the Senior Leadership Team (SLT), I have established a Review of the way that PSS teams across Centre, Faculty and schools support course marketing, student recruitment and admissions. The review will examine the efficiency and effectiveness of the current model and any alternatives, but more importantly will explore how we can initiate, support and embed good practice in a whole range of areas.

The sponsor for the Review will be Professor Colin Bailey, Deputy President and Deputy Vice-Chancellor, and the operational group for the Review will be led by Kay Day, Director of Faculty Operations in Medical and Human Sciences. The Review Group will report its findings in June/July.

It is recognised that any new model for support would need to be developed in partnership with academic leaders and colleagues and would need to be capable of responding to the local needs of individual programmes and schools.

3. ELECTION OF THE CHANCELLOR

The current Chancellor of the University, Tom Bloxham (founder of the urban renewal property development company, Urban Splash), finishes his seven year term of office on 31 July this year and this is your chance to help identify who will follow him in fulfilling this role.

The Chancellor is the ceremonial head of The University of Manchester, who works with the President and Vice-Chancellor and other senior officers to promote our achievements regionally, nationally and internationally. A new Chancellor will be elected for a term of up to seven years from an electoral roll of over 180,000 members of the University, including staff, graduates registered with the Alumni Association, and members of the General Assembly. As a staff member this is your invitation to get involved in the nomination process.

If you would like to nominate someone suitable for the role, please download and review the documents provided on the [Nominations Site](#). In nominating someone, you should either be aware that the candidate will be submitting a Candidate's Declaration or understand that an approach has been made to them to ask them to serve as Chancellor.

Please read the Nomination Guidance Notes and associated documentation on the Nominations Site carefully before submitting a Nomination Form. Nominations will close on Monday, 13 April (noon). If you are making an approach to a potential candidate, you may wish to provide them with a nominations pack in hard copy. These are available from chancellor.election@manchester.ac.uk If a ballot is required, voting will open on Tuesday, 26 May. The result will be announced on Monday, 22 June.

4. WHITWORTH ART GALLERY BACK WITH A BANG!

The Whitworth is back! The University gallery reopened its doors on Valentine's Day to welcome visitors again having been closed for over 16 months. The gallery has been transformed by its £15 million redevelopment and on the weekend of 14 and 15 February went on to welcome 18,000 visitors –2,000 more than the gallery used to get in an average month.

Highlights of the opening weekend included a live performance from the Halle Youth Choir with fireworks, talks with Jeanette Winterson, Cornelia Parker and many other artists and University academics. Dr Maria Balshaw, Director of the Whitworth, said: "The Whitworth's founding principle was that it be for the perpetual gratification of the people of Manchester. Watching nearly 18,000 people enjoy the new gallery this weekend showed just how special this place is." Staff and students are reminded that entry to the Whitworth is free and it is a great place to spend a relaxing lunch break or to take your friends and family at the weekend.

5. STAFF SURVEY 2015

The Staff Survey 2015 opens on Monday 9 March and around 10,200 University staff will be invited to take part – online or by completing a paper copy. It only takes around 15 minutes to complete, and you can be sure that all the information you supply will be anonymous and treated in strictest confidence. The survey runs until Monday 20 April. The survey results will be published in June, with action plans being agreed in September.

Once you've completed the survey, you'll be asked if you want to take part in a prize draw to win one of six iPads. You'll also be asked which of the three local charities you want your £1 donation to go to (which the University will give on your behalf). Staff chose the three charities via an online vote, and they are: The Christie, St Ann's Hospice and the Mustard Tree.

6. PHILANTHROPY DAY

On Thursday 26 March 2015, the University will welcome more than 500 donors to our campus for a major new event to celebrate the impact of philanthropy and charitable giving at all levels across campus.

The Celebration of Philanthropy Day will welcome donors for a series of events demonstrating the impact of their support. Donations help to improve the student experience, provide scholarships to attract and retain our most talented students and contribute significantly to advancing our research in areas as diverse as cancer, energy, global poverty and advanced materials.

During the day, donors will tour some of our exciting new buildings, attend a special “In Conversation” event with Professor Brian Cox and visit an exhibition in University Place showcasing some of the projects that have benefitted from philanthropy – staff are most welcome to attend the exhibition too. The day will culminate with a special ceremony in the Whitworth Hall to honour our most generous benefactors. For more information visit www.manchester.ac.uk/support

7. NEW GUIDANCE FOR MANAGERS ON THE RETENTION OF STAFF RECORDS

New [HR guidance](#) has been developed as part of the University’s ongoing Data Protection work, which aims to improve policies, procedures and processes relating to data protection and data security. The guidance is concerned with ensuring that we do not keep personal and/or sensitive data about staff for longer than is necessary, and that we do not keep unnecessary duplicate records. It sets out what documents should be held on file locally by line managers, and outlines two standard retention periods in order to make it easier to manage the disposal of these records.

8. NEW PERSONAL DEVELOPMENT RESOURCE

Not all personal development is about going on a training course eMentor <https://tinyurl.com/unimanementor> is designed to allow you to gain in-sight and knowledge at your finger tips. eMentor provides you with short and to the point advice that is updated regularly. There is a search function that can help you to find information on specific topics that you are interested in. eMentor contains over 4000 resources, including video, audio, top tips, tools and checklists to support personal and leadership and management development in the University. The resource site is available to all staff and can be accessed on the go via iPad or smart phone.

9. ETHICAL GRAND CHALLENGES UPDATE

Ethical Grand Challenges (EGC) sits alongside the School Governor Programme, Cultural Access, The Works, Environmental Sustainability and Addressing Inequalities as one of six the signature programmes in the social responsibility area. Its aim is to develop socially responsible graduates. Recent and planned developments around the three EGC themes include; a pilot session on *Work Place Ethics* attended by more than 200 final-year MHS students in February; a series of interactive workshops for second-year students exploring *Social Justice* to be held in April; and an ambitious plan for more than 2000 first-year students to take part in *Sustainability Challenge* workshops during Welcome Week in September 2015. Thanks to all PSS staff who have been involved in developing learning materials and promoting EGC to their students. For further information, please contact jane.ratchford@manchester.ac.uk.

Will Spinks
Registrar, Secretary and Chief Operating Officer