

OCTOBER 2017

1. MESSAGE FROM THE REGISTRAR, SECRETARY AND CHIEF OPERATING OFFICER (RSCOO)

Welcome to October's CoreMunicate and the start of a new academic year. Whilst I hope many of you had the chance to take a break over the summer, I also know that – for many colleagues in the PSS – this has been the busiest time with graduation ceremonies, confirmation and clearing, admissions, and preparing to welcome our students on campus. I want to say a big thank you for all the work you have done and continue to do. University education has also been firmly in the spotlight with various media stories over the summer covering everything from student fees and value for money to vice-chancellors' salaries and staff pensions. It means that student fees and debt are now on the agenda for many politicians and may well have an impact on universities.

To watch the video visit: www.staffnet.manchester.ac.uk/pss/coremunicate/

2. STAFF SURVEY ACTION PLANNING

Senior leaders have been going through the results of the Staff Survey which took place earlier this year. Many colleagues from the PSS have been involved in developing action plans at a Directorate and Faculty Office level, and there's also a PSS Action Plan being put together which identifies common themes. This will soon be shared with you.

We will be asking for your feedback on the issues raised as part of Staff Survey using an online ideas platform called the Hive. We'll share further details with you next month. In the meantime, please share your good news stories with our internal communications team by emailing uninews@manchester.ac.uk

3. AWARDS SHORTLISTING

IT Services has been shortlisted in The Times Higher Education (THE) Awards in the category 'Technological Innovation of the Year' for the work that the IT Media Technologies Team did with our Disability Advice and Support Service (DASS) to change the University's lecture capture service – also known as podcasting – to better support DASS registered students.

The **Division of Communications and Marketing (DCM)** has also been shortlisted in three categories in the Chartered Institute for Public Relations (CIPR) PRide North West awards:

- Internal Communications Campaign for achieving the highest ever response rate to the Staff Survey 2017
- Best Publication for the University of Manchester Magazine
- STEM (Science, Technology, Engineering or Mathematics) Campaign for the PR and Marketing of EuroScience Open Forum (ESOF) as part of European City of Science, working with Marketing Manchester

4. RACE EQUALITY CHARTER SURVEY

The University currently holds a Race Equality Charter Award in recognition of work conducted to identify and address racial inequalities. We will be applying to renew this award in 2018.

To help us review our progress and gain a deeper understanding of how you perceive the university environment, we have developed a race equality survey for staff and students. The survey is anonymous and takes approximately 10 minutes to complete. All those who complete the survey could win one of five £20 Amazon vouchers.

To complete the survey visit: manchester.ac.uk/race-equality-survey

5. SENIOR LEADERSHIP MOVES

We are delighted to announce that Joanne Clague has been appointed as the Director of Faculty Operations for the Faculty of Biology, Medicine and Health (FBMH) with effect from 1st November 2017. Joanne is currently the Chief Operating Officer for the Manchester Academic Health Science Centre (MAHSC), and previously she worked as Director of Operations for the Faculty of Health and Life Sciences at the University of Liverpool.

Joanne will take over from Simon Merrywest who has now moved to take up his new role as the Director for the Student Experience (DSE). In addition, Sally Bray has been appointed as the Interim Director of Campus Life. The Division of Campus Life (part of DSE) was previously known as the Division of Student Life and combines many of the support services that have a direct impact on the day-to-day and future lives of our students.

5. 2018 DISTINGUISHED ACHIEVEMENTS AWARDS

The 2018 call for nominations for the Distinguished Achievement Awards has now opened. Faculties will be co-ordinating the researcher, teacher, undergraduate and postgraduate research student categories. Nominations for the PSS, Library and Cultural Institutions and General Distinguished Achievement Awards can be submitted directly to the President's Office. Please consider who from the PSS deserve this recognition and bring their names forward. For more information please see [StaffNet](#).

7. STELLIFY

With a new cohort of undergraduate students completing the Sustainability Challenge and embarking upon their Stellify journey, some additional materials have been produced to help staff support and inform students of the range of possibilities open to them through Stellify. The [intranet site](#) (Under Student Experience/Our Projects) contains links to support materials, including videos, a short guide for staff, presentations and a range of FAQs.

8. THANK YOU FROM THE UNIFORM PROGRAMME TEAM

We would like to thank colleagues who contributed towards the UniForum collection this year. We achieved 100% completion within our deadline of 15th September. We are now working closely with Champions and Functional Reviewers to verify and sense check the data prior to final submission on 6th October. We will report our own headline university results in Q1 2018 with detailed information and comparisons with other Russell Group universities in Q2.

The Service Effectiveness Survey will launch on 13th November to ask staff for their candid feedback on support services. If you are asked to participate, please complete the survey.

9. ASSOCIATION OF UNIVERSITY ADMINISTRATORS (AUA)

The Association of University Administrators (AUA) is a community for Higher Education professionals that promotes events and conferences, development opportunities, professional recognition and connections to enhance your career as Professional Support Services (PSS) staff.

You can meet the branch members and senior champion, Vikki Goddard, who will be attending and speaking at the branch event on **Wednesday 18th October, 4pm – 5.30pm in Roscoe Building 5th floor, room 1**. The event is open to all PSS staff and will provide you with the opportunity to network and find out how the AUA can broaden your opportunities for career enhancement, network and socialise with colleagues and share practices and experiences.

If you would like to find out more about AUA or attend the event, please contact Monique Brown (Monique.Brown@manchester.ac.uk).

10. STAFFING CHANGES – FSE FACULTY OFFICE

The University's Voluntary Severance Scheme for Professional Support Staff (PSS) in areas affected by staffing changes closed on Monday, 14 August. We did not receive the number of applications that were required in the Faculty Office of the Faculty of Science and Engineering.

Therefore the Board of Governors were asked to consider a recommendation from the University's Staffing Committee to agree the use of a compulsory redundancy process which will result in the loss of two PSS grade 7 roles. This recommendation was approved by the Board when it met on Wednesday, 4 October.

Staff who are selected for redundancy will leave the University on 23 June 2018 unless a redeployment opportunity is secured.

Will Spinks, Registrar, Secretary and Chief Operating Officer