

SEPTEMBER 2018

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

Welcome to the first CoreMunicate of the 2018/19 academic year. For many PSS staff summer has been a busy period and I would like to thank those of you involved in managing confirmation, clearing and the admissions process. The demand for our courses in this process this year has been unprecedented. We received 25,000 calls in the first two days of clearing and student numbers are already higher than the equivalent point last year. Preparations are also well underway for Welcome Week and I encourage you all to take part in activities across campus to welcome our students.

This is my last CoreMunicate before I retire and I would like to thank you for all of your hard work during my seven years at the University. It has been a privilege to work here and I am very proud of the positive contribution we have all made to this great University and the wider city region. I'm sure you will join me in welcoming Patrick Hackett who takes up the position on 1 October. To watch the September CoreMunicate video visit: [www.staffnet.manchester.ac.uk/pss/coremunicate/](http://www.staffnet.manchester.ac.uk/pss/coremunicate/)

## 2. DEVELOPING OUR FUTURE

The University has launched "Our Future" – an initiative to encourage colleagues to think about what the future holds for our University and share their ideas about the kind of institution we want to be. This is a totally new approach to developing our University's strategic vision and one which gives a voice to the University's greatest asset – you, our staff.

During September and October you will be asked to think about the opportunities and challenges higher education and our own University will face – looking as far ahead as 2030. Interactive sessions will encourage you to come up with Big Ideas – innovative and creative concepts which will be considered by the University's Senior Leadership Team when shaping the University's new vision that will be launched later in 2019.

There are a number of ways you can participate - via University-wide World Cafés that will take place in October; dedicated team meetings; Directorate and School events; and Faculty-wide sessions. Depending on your team approach you will either have one or two sessions. The first will consider the factors shaping the future of higher education and the University, and the second is where you come up with your Big Ideas. You can read more at: [www.staffnet.manchester.ac.uk/our-future/](http://www.staffnet.manchester.ac.uk/our-future/)

## 6. ALL STAFF TO RECEIVE PAY INCREASE OF BETWEEN 2% AND 2.8%

The Universities and Colleges Employers Association (UCEA) has now made its final offer in this year's pay round. Pay at spinal points 2 - 15 will be increased by between 2.76% and over 2%. Pay for spinal points 16 and above will be increased by 2%. This follows a national negotiation on the 2018/19 pay increase across higher education institutions in which the University has been committed to reaching a settlement that is both fair for our staff and affordable for the University.

The pay increase will be awarded in addition to the incremental pay increase which approximately 56% of staff are eligible to receive as part of the University's pay progression arrangements. The combined effect of any increase in base pay and incremental pay is an average total pay increase of 3.5%. This represents a significant uplift in basic pay recognising the continuing financial challenges and uncertainties the HE sector faces. The pay increase to spinal points is effective from 1 August 2018 and staff will receive the revised rate of pay in September 2018 with arrears for August paid in October. We know that our staff are our best asset and the University is committed to ensuring an attractive pay and benefits package for all.

## 7. TAKE PART IN THE ASKME CAMPAIGN

All staff, whether you work directly with students or not, are encouraged to take part in the AskMe campaign that will run during Welcome Week (17 – 23 September 2018). By wearing an AskMe badge, students can easily identify staff who are able to help. If you need a badge, contact [patrick.crich@manchester.ac.uk](mailto:patrick.crich@manchester.ac.uk).

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#### 4. USS CONSULTATION ON PROPOSALS TO INCREASE CONTRIBUTION RATES

In July 2018 the Universities Superannuation Scheme (USS) provided information on cost sharing and proposed changes to contribution rates. A consultation on these proposals has now opened and will run until Friday, 2 November 2018. This consultation will take place at the same time as the [Joint Expert Panel](#) which continues to meet and aims to report its findings to stakeholders during September. All members of the USS and those who are eligible to join should have now received a consultation pack detailing these proposals and how to give feedback. For more information visit:

[www.ussconsultation2018.co.uk](http://www.ussconsultation2018.co.uk)

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#### 5. UMSS CONSULTATION

The consultation period for proposed changes to the UMSS pension scheme is due to close on Tuesday, 11 September. Feedback can be given until this date on the proposals. All feedback received will be considered and a decision made on the final proposals during September. For more information about the proposed changes and how to give your feedback visit:

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

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#### 3. UNIVERSITY IS RANKED AS THE 34<sup>TH</sup> BEST INSTITUTION IN THE WORLD

The Academic Ranking of World Universities (ARWU) has listed Manchester as the 34<sup>th</sup> Best Institution in the World, our highest ever ranking and jumping four places since last year. The table also ranks us as the eighth Best University in Europe, and sixth in the UK. The ARWU is published annually by the Shanghai Ranking Consultancy and ranks 1200 of the world's top universities.

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#### 8. LIBRARY JOINS THE PROFESSIONAL SUPPORT SERVICES

On Monday, 3 September the University Library formally joined the PSS. This means the Library can take advantage of being part of the community of professional support staff and work more closely with other PSS Directorates. The John Rylands Research Institute will continue to report to the Faculty of Humanities through the School of Arts, Languages and Cultures. Please join me in welcoming Library colleagues into PSS.

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#### 9. UNIVERSITY LAUNCHES NEW POLICY FRAMEWORK

A [new policy framework](#) has been developed to ensure the University has a consistent approach to writing new and developing existing policies. The framework requires all University departments to review their policies to ensure they are up to date, categorised correctly, and published centrally on [the document system](#). The framework also provides guidance on how to produce policies, the procedures to follow, codes of practice to be aware of, and guidance in relation to the University's legislative framework. For more information, contact [deputysecretary@manchester.ac.uk](mailto:deputysecretary@manchester.ac.uk).

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#### 11. STEP FORWARD IN FINANCIAL VISIBILITY FOR BUDGET HOLDERS

To improve the visibility of financial information, budget holders will now receive an automated monthly statement report. This is part of a planned programme of improvement to help the University be more efficient and effective in the delivery of finance support. For more information, visit [StaffNet](#).

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#### 10. HEIST AWARD FOR IT CYBER SECURITY CAMPAIGN

IT Services Communications and Marketing Team have received a silver HEIST award for their [‘Come fly with us’](#) cyber security campaign. The University-wide campaign was instrumental in helping to introduce 2-factor authentication to IT login last year – a first for UK Higher Education.

**Will Spinks, Registrar, Secretary and Chief Operating Officer**