

## Feedback on Significant Change Proposal Corporate & Community Relations

The change proposal itself shows the University's attitude to consultation.  
Website Content Editor

*"The remaining functions of this position relate to auditing of websites and evaluating and responding to requests for online content development. Some of the requests will not be undertaken. Priority work can be absorbed into current positions within the work unit, including the Website Support Officer position"*

Has the WSO's position been reviewed to ensure fair and reasonable allocation of work (as articulated at Parts 383-388 of the Enterprise Agreement 2010) with regard to the influx of more work which is proposed to be absorbed? If so, please provide a copy of all documentation.

Has the incumbent been consulted?

*"There can also be greater efficiencies in the auditing and creation of website content by building on the provision of ongoing and enhanced training for site administrators"*

Who are the Site Administrators referred to? Have their positions been reviewed to ensure a fair and reasonable allocation of work, now that they will be required to absorb work formerly performed by the WCE? If so, please provide a copy of all documentation. Have they been consulted about the increase in their workload?

Combining the (vacant) role of Administrative Support Officer and Publications, Web and Events Officer

*"The current vacant Administrative Support Officer position will not be filled"*

Is this position currently staffed by casual or fixed term staff? If so what duties are currently undertaken by this position?

How many staff make up the Future Student's Team, (excluding the Manager) that will be taking over the Campus Tours and Student Ambassador support functions? Are there any training needs identified? Have their positions been reviewed to ensure a fair and reasonable allocation of work, now they will be absorbing more work? If so, please provide a copy of all documentation.

Have FST staff been consulted?

*"The main function to be retained from the Publications, Web and Events Officer role is the collection of course information and preparation of TAC data"*

Is it envisioned the new PD would be classified at a higher HEWL, given the change in duties?

#### External Relationship Database Coordinator

*"It is proposed that areas involved in managing external relationships will be responsible for their own system usage"*

Which positions would take over the duties formerly undertaken by the ERDC? Have staff been consulted about their new, increased duties? Have training needs been identified? Have the positions been reviewed to ensure a fair and reasonable workload and correct classification level? If so, please provide a copy of all documentation.

*"All Alumni processing will be performed by existing alumni staff who have the capacity to undertake this work?"*

How many staff will be undertaking this extra work? Have these staff been consulted about their new duties? Have the relevant positions been reviewed to ensure fair and reasonable workload and correct classification level? If so, please provide a copy of all documentation.

What do alumni staff currently do?

#### Coffs Harbour Engagement Facilitator

Why does the community in Coffs Harbour not need a person whereas the Gold Coast community does?

Is Charles Sturt opening a campus in Port Macquarie?

How will the Coffs Harbour community know about the computer system, 'Live Ideas' and how much has development of this cost? Who will be responsible for maintaining the system and who will 'engage' with the material that the community submits?

Is there a plan to close Coffs Harbour campus?

### Consultation

*"Following the Executive/All -staff on May 1<sup>st</sup>, a meeting was held with Communications and Publications staff and Alumni staff"*

Who hosted the meeting? What was it about? Were staff invited to make suggestions/comments? Were these suggestions recorded in any documents? If so, please provide a copy of all documentation.

Have these comments and suggestions been incorporated in the change proposal?

*"Staff from Sustainability, Partnerships and Community Engagement were briefed at a team meeting on 3<sup>rd</sup> June 2014"*

Who hosted the meeting? A briefing isn't consultation. What were staff *told* at this meeting? Were there any notes made? If so, please provide a copy of all documentation.

*"Meeting with two Unions - 3 July 2014"*

The meeting did not consult with the Unions on any aspect of any of the change proposals brought to the JCF on 7<sup>th</sup> August., This is a false assertion on the part of the University. Again, the Union delegates were informed that

the 'first wave' of redundancies would be commenced in the next short period of time.

*"Meeting with individual staff members affected by the proposed changes"*

This is not consultation. The decision to make the 'affected staff' redundant had already been made. Staff were informed at these meetings that they had been chosen to be made redundant.

Alternatives to redundancy (as per the Agreement) have not been considered. Neither have redeployment options.

Everything is being rushed through without proper process or natural justice being followed. All redundancies should be put on hold pending the completion of proper processes, including work health and safety risk assessments conducted by properly elected HSRs.