



MEMORANDUM OF AGREEMENT FOR 2017 and 2018

Between

**UNIVERSITY OF CAPE TOWN
(UCT)**

And

**UNIVERSITY OF CAPE TOWN ACADEMICS' UNION
(AU)**

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1. Period of agreement

This agreement operates, unless otherwise stated, for the period 1 January 2017 to 31 December 2018.

2. Scope of agreement

The agreement applies to the bargaining unit as agreed in 2009.

3. Increases in the Cost of Employment

The Standard Academic Salary Package (SASP) for Academic staff is based on the total Cost of Employment.

- a. The parties have agreed on the remuneration increases to be applied for 2017 and 2018.
- b. The increases for 2017 and 2018 will be structured in the following way:

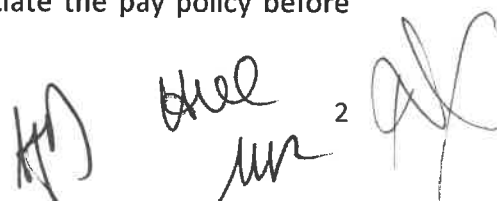
Rank	UCT 2016 SASP	Increase	UCT 2017 SASP with 6%	Final increase	UCT 2017 Final SASP	SASP 2017 Lump Sum	2018 increase	UCT 2018 SASP
Lecturer	558 915	6%	592 451	8,10%	604 187	11 737	5,90%	639 848
Senior Lecturer	687 208	6%	728 441	8,10%	742 872	14 431	5,90%	786 717
Associate Professor	810 900	6%	859 554	9,25%	885 908	26 354	5,90%	938 204
Professor	1 023 367	6%	1 084 771	7,75%	1 102 678	17 907	5,90%	1 167 756

- c. Retrospective payment of additional increases for 2017, in the amount of the 'SASP 2017 Lump Sum' (or equivalent lump-sum based on the 2016 Cost of Employment) referred to above, will be paid only to staff in service at time of signing this agreement, and will be paid with the December 2017 pay run.

4. Renegotiation of the Pay Policy

The parties have agreed on the salary increases referred to above, informed by the historical understanding of the pay policy, but, without having agreed for this bargaining cycle on the benchmark which sets the 75th percentile of the market.

- a. The parties agree that the current pay policy will have no further force or effect beyond this bargaining cycle. The parties agree to renegotiate the pay policy before



the next negotiating round (2018 for 2019). The parties agree to start negotiating the policy by 19 February 2018 through the exchange of initial position papers. The parties undertake, as far as reasonably possible, to conclude these negotiations prior to the commencement of bargaining in late 2018 for 2019.

5. Non-salary Demands 2017

1. The following non-salary items were agreed as follows:

(a) Fee rebate for part-time staff

Part-time staff working at least 20 hours per week to receive a pro-rated staff tuition rate depending on their hours worked as follows (finalisation should be sought from UCT Council as soon as possible. In the interim approval will be given on a case-by-case basis until the policy is amended):

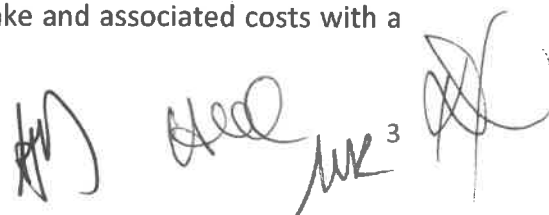
Hours worked	Staff rate
Full time	25%
35	30%
30	40%
25	50%
20	60%

(b) Retired academic staff: on-line access

It is agreed that:

Emeritus staff, Senior Scholars and other post-retirement appointees have full access to library.

Further, that a one-year pilot will be introduced whereby any other retired academic staff can get full access (including remote access) to the library for 6 months by 'third-party access' via the head of an academic department. Such access can be renewed after the initial 6 month period. The pilot will be reviewed after a year to evaluate uptake and associated costs with a view to putting a proposal together in this regard.



This is already applied in most Faculties but will be kept on the CFASM agenda.

(c) Consolidation of collective agreements

It is agreed that:

HR will conduct a review of all substantive collective agreements with the AU to create a consolidated agreement.

Further HR to identify all clauses of agreements that have not been fully implemented in order to expedite implementation which will be monitored by CFASM.

2. Managing workloads in the context of austerity; Adjusting performance appraisals to the impacts of austerity; Lecture recording; Sabbatical leave; and, Parking for retired but active academic staff.

It was agreed that:

The following items would be resolved through a process of regular meetings with the Deans.

The items on the agenda for such meetings are as follows:

(a) Managing workloads in the context of austerity

Develop policies at faculty and department levels to ensure that the reduction in staff due to early retirement and voluntary separation does not lead to an unreasonable increase in the workload of the remaining staff.

Explore on an ongoing basis the option of job sharing and other creative alternatives to avoid reductions in staff.

Monitor and if necessary limit any lecturing by students.

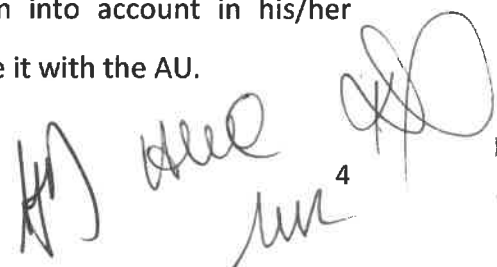
Monitor and if necessary limit the use of contract staff to teach.

(b) Adjusting performance appraisals to the impacts of austerity

It is agreed that :

workload based on operational need is a part of performance appraisals, which includes assessment of increased workload in the context of austerity.

An academic who believes his or her workload was not taken into account in his/her performance appraisal, can appeal to the relevant Dean or can raise it with the AU.



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The interrelationship between academic workloads and ad hominem promotion process will form part of the agenda of the regular meetings with the Deans.

(c) Lecture recording

It was noted that:

Since the introduction of the lecture recording service in 2012, the system has been opt-in, which means that we only record courses on request, and individual lecturers provide consent to recording before the recordings are published. They do so by submitting an LR-1 form which is signed by the course convenor and lecturers.

On 26 May 2015 the Teaching and Learning Committee supported the concept of moving to an opt-out model, where lectures would be recorded by default unless the lecturer objected.

In general, CILT as the provider of the Lecture Recording service (with ICTS) believes, while lecture recording is overwhelmingly valuable to students, it is always possible that there may be some lectures or courses where it does not have value, or an individual lecturer holds strongly contrary views.

The proposal for a university-wide opt-out model has not yet been taken because CILT wanted to pilot the model first, which was done in 2016. It was agreed to establish a working group to take this forward. Importantly such an initiative will also need further input from the UCT Disability Unit.

It was agreed that:

It is agreed that this matter will be taken to CFASM with the participation of CILT.

(d) Sabbatical leave

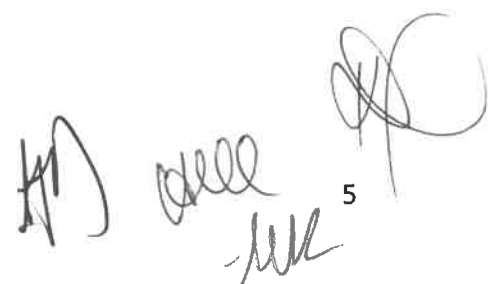
It was agreed that:

Academic staff who have their sabbatical leave applications declined may escalate or appeal the decision to the Dean or DVC. This will be monitored by the Deans and the AU.

(e) Retired academic staff: Parking for active retired academic staff

It was agreed that:

Parking is a matter which has also been taken up through the Deans and HODs and applications should be made through the HOD.



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3. It was agreed that the following items would be channelled into dedicated processes for resolution:

(a) Soft-funded Academic Research Staff (SFARS)

A task team of SFARS representatives and senior management will meet regularly to address the following issues:

The implementation of a university-wide SFARS teaching policy and the negotiation of rates of payment for teaching and supervision by SFARS.

Meetings to be scheduled with Finance and HR about identifying SFARS in the HR system.

Report back to the SFARS committee on the so-called 'pilot models' that had come out of HS and EBE as a way to compensate SFARS for teaching and supervision.

Report back on a proposed model for more equitably compensating SFARS for research productivity (since most of the subsidy earned through publishing and supervision by SFARS goes back to faculties and is never seen by SFARS).

A presentation of financial flows in the university, including information on how much money SFARS bring into the university through teaching, publications and supervision, and on the amount of cost recovery that SFARS generate compared to GOB staff.

Further consultation with RCIPS on the issue of cost recovery. Research which should not be subjected to the model still is, despite acknowledgement by management that this should not be the case.

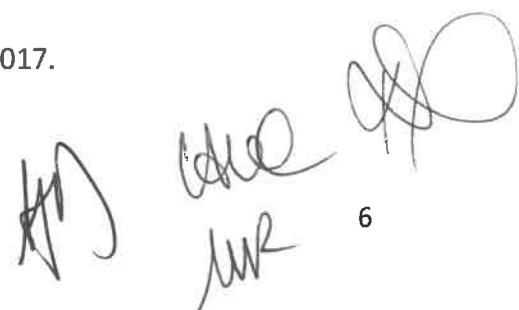
(b) Information sharing and consultation

It is agreed that senior management and the AU, together with other recognised trade unions and staff groupings, will from early in 2018 explore the establishment of a workplace forum at UCT by 1 May 2018.

6. Non-Salary Demands 2018

Non-salary items for 2018 are not covered by this agreement and may still be raised for negotiation by 5 March 2018.

Signed at RONDEBOSCH this ^{1st}..... day of ^{December}..... 2017.



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UNIVERSITY OF CAPE TOWN




H CORDER



A.F. Dowery

UCT ACADEMICS' UNION



PROF. A. RIVETT



Kelley Moulton.