

## **The following Protocol was adopted as Appendix 2 of UCU @ UEL's Local Rules**

### **UEL UCU branch communications protocol**

Under UCU national rules, members of senior management grades are able to join UCU. The positions occupied by these individuals can give rise to conflicts of interest between their roles as senior managers, acting on behalf of the employer, and their membership of the local UCU Branch. This can happen at any time but is particularly likely to arise when there is a collective dispute between the union and the University as employer.

The following has been agreed by the UEL UCU committee, for adoption by the UEL UCU Branch as a Branch protocol for dealing with Branch communication with members on senior management grades in general and in times of collective dispute in particular:

1. All UEL UCU members shall receive communications from UCU nationally and regionally directly from those sources or forwarded by the branch locally as instructed/requested by UCU nationally or regionally.
2. All UEL UCU members shall receive local Branch communications relating to Branch meetings, including AGMs, and all generic Branch news / information bulletins.
3. Branch news / information bulletins which relate to collective disputes or matters where a conflict of interest exists between branch membership and senior management role, will be circulated only to Branch members up to grade 58 (highest Professor grade); such materials will not be circulated to members on grade 59 and above. In addition, also excluded from this circulation will be those members who are on management grade contracts. It is current practice for all Associate Deans and above to be on management grade contracts which are not associated to the single spinal column. Furthermore, the senior management posts that are directly appointed by the Governors will also be excluded. These currently number seven posts. The Vice Chancellor, The Deputy Vice Chancellor, Pro Vice Chancellor Service & Infrastructure, Pro Vice Chancellor Strategic Planning & External Development, Pro Vice Chancellor & Director of Finance, Pro Vice-Chancellor International and the Head of HR.
4. The exclusion of senior management grades where Branch communications are concerned with matters of dispute with the employer (e.g. disputes regarding working conditions and/or contracts of employment) is necessary in order to avoid conflicts of interest where senior managers represent and act for the employer side in a dispute. In the case of information relating to a collective dispute involving potential industrial action or a ballot in respect of industrial action, exclusion of senior management grades is also appropriate where the Branch intends not to call upon the holders of senior management grades to take industrial action.
5. The Branch Committee, or the Branch Chair acting on behalf of the committee, shall decide whether, on the basis outlined above, if senior management grades shall be included in the circulation of branch material. Additionally the Branch Committee may, through a resolution at a branch meeting, be mandated in respect of communications in a particular instance.

#### **Branch meetings**

6. All Branch members are entitled to attend branch meetings including AGMs. However, members are expected to acknowledge and respect common expectations regarding conflicts of interest and absent themselves from meetings if appropriate. Where a meeting agenda contains issues of dispute that may give rise to conflicts of interest, the Chair shall arrange the agenda such that other issues are dealt with first; after which any holders of senior management grades for whom a conflict of interest exists, will be asked to absent themselves for discussion of the matters concerned.
7. If a UCU meeting is convened solely for the consideration of an issue of dispute, it is expected that Branch members who are holders of senior management grades will not attend.
8. Separate Branch meetings will be offered to members who are holders of senior management grades on request.