



## **Summary of changes to the Professional Staff Individual Employment Agreement (previously titled General Staff Individual Employment Agreement) Effective 1 July 2018**

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### **TERM**

2 years (1 July 2018 – 30 June 2020)

### **AMENDMENTS TO SALARIES**

A 2.5% per annum increase on FTE salaries is effective 1 July 2018. There is a further 2.5% per annum increase on FTE salaries effective 1 December 2019.

The following salary scales have been adjusted to incorporate the living wage; 1 (Professional Staff), 3 (Research Assistants), 4 (Trades and Assistant Trades), 6 (Residential Colleges Domestic and Kitchen Staff) and 7 (Executive Residence Housekeepers and Senior Housekeepers).

Click [here](#) for salary scales that reflect these changes.

### **AMENDMENTS TO ALLOWANCES**

Allowances specified in the agreement will increase by 2.5% effective 1 July 2018. There is a further 2.5% increase effective 1 December 2019. See sections D and E of the agreement for the new rates.

### **OTHER AMENDMENTS**

#### **Language**

Non-binary gender terms have been introduced (e.g. his/her becomes their)

#### **Government funding specifically for salary increases**

*A new clause is inserted at D.1, with wording as follows:*

“If the Government provides funding specifically for salary increases during the term of this agreement, the University will increase staff salaries accordingly.”

#### **Tikanga/Te Reo allowance**

*Clause E.11 is amended as follows:*

“Where employees provide skills in Tikanga Maori, Te Reo Maori in circumstances outside of their normal job requirements and where such duties are above and beyond the normal requirements of the employee, (for example the community has an expectation that someone from the University will attend an event) the University shall recognise such contributions where appropriate supporting information is provided. This will be by way of an agreed financial recognition or in some other agreed manner.”

#### **University Shutdown/Public Holidays**

*Clause F.1.c is amended as follows:*

“Full-time staff (i.e. 37.5 hours for non-trades staff or 40 hours for trades staff) whose specified hours of work are not Monday to Friday will receive the same number of public holidays as other staff. In the event of a public holiday falling on a day that the full-time staff member does not normally work, the staff member will be entitled to a paid holiday to be taken on any other day agreed between the parties.”

**Salary abatement**

*New wording (underlined) has been added to Appendix C.2 redeployment (v)*

“The allowance will not be abated by any subsequent salary increase for the new position during the 24 month period.”

**Surplus Staff Notice/Severance Payment**

*Clause C.3.a is amended as follows:*

“Reduction in notice will not be withheld where a surplus staff member obtains employment outside of the University during this period. In this event, severance payment will be made as per the relevant formula in this agreement.”

**Employment Relationship Problems**

*Clause D.7 is amended as follows:*

“Certain types of employment relationship problems may be able to be dealt with through the University of Otago Ethical Behaviour Policy and Procedures, particularly any problems involving the behaviour of another member of the University community. This policy is available on the University website (<http://www.otago.ac.nz>) under Human Resources Policies.”