

# MANIFESTO

for academic-related staff



administrators alumni officers archivists brand managers careers officers computing staff editors faculty managers  
officers international officers lab managers learning facilitators librarians managers planning officers regional  
ent managers safety officers student advisors student union managers technical services managers transport  
rs web team managers housing officers international officers lab managers learning facilitators librarians manage  
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anagers transport managers web team managers administrators alumni officers archivists brand managers c

# ACADEMIC-RELATED STAFF

Academic-related staff work across all parts of higher education institutions. We collaborate closely with our academic colleagues in developing and delivering research, teaching and learning. We are higher education professionals with expertise and experience in our specialised roles:

who we are and what we do

- We build library collections in both traditional printed and electronic format to support teaching and research.
- We advise students and researchers on their information needs.
- We provide workspace for study with access to library and computer facilities.
- We advise admissions tutors on qualifications.
- We organise the induction of students.
- We make learning resources and the learning environment a reality.
- We purchase, set up and maintain software for research, teaching and administration.
- We determine the appropriate responses to the ever-changing IT infrastructure.
- We advise research groups on advanced computing techniques.
- We manage and support specialist research facilities.
- We allocate and manage student housing.
- We create budgets and monitor expenditure.
- We go out to schools to recruit new students.
- We promote our institutions to international students, generating considerable income for universities.
- We provide advice and support for international students on VISA and immigration issues.
- We create prospectuses and other publications.
- We manage quality assurance processes in teaching and learning.
- We negotiate research grants and links with industry.
- We advise on and enforce health and safety requirements.
- We service committees and provide advice on legal and regulatory matters.
- We help students find rewarding careers.
- We support students and staff with personal problems and disabilities.
- We manage human resources.
- We develop and maintain buildings and grounds.
- And we plan for the higher education of tomorrow.

# OUR MANIFESTO

Academic-related staff exist as a discrete group within higher education. We share the same interests as our academic colleagues in uniting to defend higher education against constant threats which often result in lower pay, redundancies, reduction of services, and departmental closures. We demand:

- 1 that our employers recognise our expertise and professionalism which we provide in-house by maintaining the links between academic and academic-related staff in salaries, pensions, grading and career progression within the academic team
- 2 that this contribution to higher education is acknowledged by our employers through higher pay, better opportunities for personal and career development, improved working conditions, and an appropriate work-life balance
- 3 that higher education institutions re-examine their governing bodies with the intention of providing a fair representation of academic-related staff amongst their governors
- 4 that, in order to address our excessive workloads, our employers re-examine staffing levels with a view to increasing the employment of academic-related professionals in higher education
- 5 that our employers implement policies equally across all staff categories to ensure fair and equitable treatment for every member of the academic team
- 6 that our union encourages the membership and active participation of all academic-related staff, develops recruitment campaigns aimed at those staff members, and ensures that the representation of the academic-related members is maintained and improved at all levels.

our demands

# THE ISSUES

## for academic-related staff

- We want to defend higher education against the erosion of quality and deskilling, marketisation and privatisation which often result in redundancies, reduction of services and departmental closures.
- Our union is strengthened by its academic-related members who have many of the same problems, including excessive workloads, bullying and high levels of stress.
- Academic-related staff are committed members of the academic team who make a contribution to higher education that is different from, but equal to, that of our academic colleagues.
- Academic-related staff, like so many workers in public service, are underpaid and therefore undervalued by employers.
- The expansion of higher education has often not been matched by increased staffing and, consequently, both academic and academic-related workloads have reached excessive levels.
- Higher education institutions do not recognise the contribution or expertise of academic-related staff in the compositions of their governing bodies.
- The implementation and application of human resource policies in our institutions is often inequitable, with the result that academic-related staff are subjected to procedures and checks which are not imposed on academic colleagues. For example, role analysis in higher education resulted in disproportionate numbers of academic-related staff being downgraded.
- Academic-related staff in many institutions are not even considered when workload models are developed.

