

November 2017 Agreement – Core Terms and Conditions	
Salary Conservation	
Where a member of staff is currently in receipt of existing local salary conservation arrangements these will be retained.	
Position from 1 January 2018 – 4 years conservation.	
Annual Leave	Unpromoted Lecturers
	Promoted Lecturers
62 days – fixed	
No detriment for staff in post at 31 December 2017	
Level 1 – 62 days – fixed	
Level 2 – 60 days – up to 5 days can be taken flexibly, subject to operational exigencies of the service	
Level 3 – 55 days, the timing of which will be determined subject to operational exigencies of the service.	
No detriment for staff in post at 31 December 2017	
Class Contact	Unpromoted Lecturers
	Promoted Lecturers
23 hours plus 1 (maximum 8 hours in any 12 consecutive teaching week period), with annual hours of 860.	
Class Contact Time: 23 hours (FTE)	
<ul style="list-style-type: none"> • Teaching/Assessment. • Supervision of students • Tutorial Teaching/Support 	
Where appropriate and as directed by college management:	
<ul style="list-style-type: none"> • Participating in agreed academic research • Additional curriculum development 	
Additional 1 hour Class Contact (FTE) up to a maximum of 8 hours within any 12 week consecutive teaching week period	
<ul style="list-style-type: none"> • Cover in accordance with the above for sickness or other short term absence. • Where appropriate, and as agreed with college management, coordination/lead of internal verification. 	
Weekly hours 23+1 and Annual hours of 860 (FTE) to be applied pro rata to part time staff.	
To be applied from 1 st August 2018	
No detriment for staff in post at 31 December 2017	
Level 1 – Up to 17 hours per week	
Level 2 – Up to 12 hours per week.	
Level 3 – Up to 9 hours per week.	
This will be applied from 1 August 2018.	
Class Contact time will be based on the duties listed above for unpromoted staff, incorporating both the '23 hours' and the 'additional 1 hour'.	
No detriment for staff in post at 31 December 2017	

Transfer to Permanency		2 years – to be applied from 1 April 2019.
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Notes:

1. Any voluntary contractual move to another post and/or employer means that existing local arrangements would cease. Colleges will comply with all relevant employment legislation.
2. Anyone currently working in the sector on a temporary, fixed term or other non-permanent contract will retain existing local arrangements on renewal of their existing contract or transfer to an equivalent permanent post. Where there is agreement within the college to amend an employee's existing hours or otherwise amends an existing contract existing local arrangements will be retained.
3. The whole Agreement is subject to ratification by both sides and the completion of an Equality Impact Assessment.

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