

STRICTLY PERSONAL AND CONFIDENTIAL

UNIVERSITY OF EAST ANGLIA

SENIOR OFFICERS REMUNERATION COMMITTEE

Minutes of the meeting held on 29 June 2015

Present: The Chair of Council (Mr R. Jewson) (in the Chair), The Treasurer (Mr J. Sisson), Lay Member of Council (Dr K. Skoyles), the Vice-Chancellor (except for the business recorded in M. 10, 11)

With: The Director of Human Resources

PART A

1. COMPOSITION AND TERMS OF REFERENCE

Reported (1) that the composition and current membership of the Committee is as follows:

The Chair of Council (Mr R. Jewson)
The Treasurer (Mr J. Sisson)
The Vice-Chancellor (*except in respect of his or her own remuneration and conditions of appointment*)
One lay member of the Council appointed by the Council (Dr K. Skoyles)

(2) that the terms of reference are:

to review and determine the salary and terms and conditions of appointment of senior officers, viz the Vice-Chancellor, the Pro-Vice-Chancellors, the Deans of Faculty and the Registrar and Secretary.

2. MINUTES

Confirmed the Minutes of the meeting held on 30 June 2014 as a correct record.

3. REPORT TO THE COUNCIL

Received a copy of the annual Report to the Council, approved by the Chair on the Committee's behalf, and submitted to the Council on 1 December 2014.

(A copy is filed in the Minute Book)

4. GENERAL SALARY INCREASE

Reported that the substantive salaries of all senior officers coming within the remit of Part A of this Committee's agenda are normally increased, with effect from 1 August, by a cost of living increase which for 2015 has not been confirmed.

5. PROFESSORIAL AND RELATED STAFF SALARY REVIEW

Reported that the Review Group had recently completed its annual review of Professional and Related salaries and of Heads of School's stipends.

Received an oral report from the Vice-Chancellor on issues arising from the review.

6. PROPOSAL FOR REMUNERATION OF PRO-VICE-CHANCELLORS, DEANS OF FACULTY AND REGISTRAR & SECRETARY

Considered recommendations from the Vice-Chancellor on the remuneration of Pro-Vice-Chancellors, Deans of Faculty and the Registrar.

7. REMUNERATION OF PRO-VICE-CHANCELLORS

Received (1) a report from the Secretary on the current remuneration of Pro-Vice-Chancellors;

(2) summary information relating to the salaries of Deputy Vice-Chancellors from the 2014 national UCEA survey;

(Copy is filed in the Minute Book)

8. REMUNERATION OF DEANS OF FACULTY

Received (1) a report from the Secretary on the current remuneration of Deans of Faculty;

(2) summary information relating to the salaries of Pro-Vice-Chancellors from the 2014 national UCEA survey;

(3) a report on her/his work over the past year submitted by:

Professor J. Collier
Professor P. Gilmartin

(Copies are filed in the Minute Book)

Resolved (1) that the substantive salary of Professor Collier be increased to [s.40(2), FOIA] per annum with effect from 1 August 2015

with the addition of the cost of living increase, when confirmed;

- (2) that the substantive salary of Professor Gilmartin be increased to [s.40(2), FOIA] per annum with effect from 1 August 2015 with the addition of the cost of living increase, when confirmed.

9. REMUNERATION OF REGISTRAR AND SECRETARY

- Received** (1) summary information relating to the salaries of Secretary and Registrar posts from the 2014 national UCEA survey.

(Copies are filed in the Minute Book)

Signed

Mr. R. Jewson – Chair

PART B OF THE MINUTES IS RECORDED ON A SEPARATE SHEET

Minutes of the meeting held on 29 June 2015

PART B

(The Vice-Chancellor was not present for this part of the meeting)

10. MINUTES

The Minutes of Part B of the meeting held on 30 June 2014 were confirmed as a correct record.

11. REMUNERATION AND TERMS AND CONDITIONS OF APPOINTMENT OF THE VICE-CHANCELLOR

- Received**
- (1) an oral report from the Chair on the annual CUC survey of Vice-Chancellors' remuneration;
 - (2) summary information from the 2014 national UCEA survey relating to the salaries of Vice-Chancellors;

(Copies are filed in the Minute Book)

Resolved that the salary of Professor Richardson be increased to [s.22(1), FOIA] per annum with effect from 1 August 2015, including the cost of living increase.

Signed

Mr. R. Jewson - Chair