

[The University of Queensland Enterprise Agreement 2018-2021](#)
[Explanatory Document](#)

The table below summarises the overall key changes between the 2014-2017 Enterprise Agreement and the 2018-2021 Enterprise Agreement.

This summary has been prepared by the University and endorsed by the Unions party to the 2018-2021 Enterprise Agreement.

This summary should be read together with the relevant clauses or parts of the [2018-2021 Enterprise Agreement \(PDF, 2.3MB\)](#).

CHAPTER 1:		
ARRANGEMENT AND APPLICATION		
Clause	Clause title	Summary of change
7	Facilitation of Union Involvement	New entitlement, additional 5 days leave each year for elected Union officials to attend Union governance events.
13	Dispute Settlement Procedure	Simpler and more efficient Dispute Settlement process.
14	Aboriginal and Torres Strait Islander Employment	Defined numerical as well as percentage targets for Aboriginal and Torres Strait Islander employment.
18	Fixed-term Employment	New fixed term reasons: <ul style="list-style-type: none"> • 'Clinical Internship' Fixed-term appointment for a recent UQ graduate in any University clinic. • 'Any other reason' as agreed between the University and the parties to the Agreement.
19	Alignment of Funding and Term of Contract	A commitment between the parties to the Agreement to form a working party to develop a policy to align certainty of research funding with the duration of Fixed-term contracts.
21	Professional Staff Part-Year Employment	A new type of part-time employment for Professional staff who would otherwise be engaged as Casuals. Part year employment can be continuing or fixed term.
23	Intellectual Freedom (Academic Freedom)	Merger of the two previously separate Intellectual Freedom and Academic Freedom clauses.
SALARIES AND RELATED MATTERS		
27	Salary Rates	A payment of 2% or \$1750 (whichever is greater) effective from 31 March 2018, will be paid in the first paid period after a successful vote, to staff employed at the time of the vote. Further salary increases for Academic, Professional and TESOL staff (as contained in

		Schedules 2, 4, 5, 8 and 10 of the Agreement) will be as follows: <ul style="list-style-type: none"> • 28 February 2019 1.9% • 31 January 2020 1.9% or \$1800 whichever is greater • 1 January 2021 2%
30 / 31	Recovery of Overpayments and Set off of Outstanding Payments	Incorporation into the Agreement of process to be followed in circumstances of overpayment or where cessation of employment occurs with benefits owing to the University.
32	Superannuation	<ul style="list-style-type: none"> • Updated clause to clarify when employer contribution paid. • 17% UniSuper employer contribution for all eligible Continuing and Fixed-term staff from January 2021.
DISCIPLINARY MATTERS AND TERMINATION OF EMPLOYMENT		
37	Probation	Clarification of timeframes for probation and change to notice applicable for termination of employment during probation for staff other than Continuing Academic staff. Staff other than Continuing Academic staff are entitled to two weeks' notice or payment in lieu where their employment is not confirmed during probation.
39	Misconduct/Serious Misconduct	More appropriate provisions relating to the management of Misconduct and Serious Misconduct matters such as: <ul style="list-style-type: none"> • Clarification of current Preliminary Management Action clause, decision maker is the Head of the Organisational Unit or nominee. • Chief Human Resources Officer now the authority for suspension.
40	Unsatisfactory Performance	More appropriate Unsatisfactory Performance process: <ul style="list-style-type: none"> • The combination of current Step One and Step Two, to allow for alternative strategies to be discussed with the staff member at an earlier stage. • Where performance has improved during the review period, the staff member is required to maintain performance for a period of 6 months otherwise the review period will recommence. • More appropriate disciplinary actions where performance is considered to be Unsatisfactory.
41	Committees of Review for Misconduct / Serious Misconduct and Unsatisfactory Performance	Committee will review matters on the papers unless a staff member or representatives of the University request to be heard in person by the Committee, in which case they will be heard.

CONSULTATION ON MAJOR CHANGE

<p>46 / 47 / 48 / 49</p>	<p>Organisational Change and Job Security, Consultation in Relation to Major Organisational Change, Outsourcing, Use of Contractors</p>	<ul style="list-style-type: none"> • An improved process for dealing with Major Organisational Change. • Provisions relating to Major Organisational Change do not apply where manager assesses that two positions are excess to requirements and incumbents accept a Voluntary Redundancy Package (VRP). • A more equitable, (non-age based) redundancy entitlement calculation method for Academic staff. • Where following an organisational change, staff are redeployed to a position two or more classification levels lower, they will remain on the higher salary for a period of 6 months. • Where following an organisational change staff are redeployed to a position at a lower classification level, superannuation will be maintained for 4 years instead of 5 (where fund rules allow). • Clarification of processes to be followed in relation outsourcing. • Contracting out clause updated to indicate where contractors may be used. • Removal of the Redundancy Review Committee.
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LEAVE

<p>50</p>	<p>Recreation Leave</p>	<ul style="list-style-type: none"> • Introduction of option to cash out Recreation Leave where a staff member has accrued excess Recreation Leave. • Staff may cash out 50% of their excess Recreation Leave provided that the equivalent amount of leave is taken and staff retain at least four weeks after the cash out.
	<p>Purchased Leave</p>	<p>Introduction of Purchased Leave in the Agreement.</p>
	<p>Personal Leave (Sick and Carers)</p>	<ul style="list-style-type: none"> • Additional annual Academic Personal (sick) leave maintained for staff who were employed at the date immediately prior to approval of the proposed Agreement. • Academic staff employed after approval of the Agreement will no longer be eligible to receive this entitlement.
	<p>Carer's leave</p>	<p>Staff entitled to use Carer's leave to attend appointments related to pregnancy where the staff member's partner is pregnant or where the birth of a staff member's child is by legal surrogacy arrangement.</p>
	<p>Domestic and Family Violence Leave</p>	<p>New leave type, entitlement to up to 10 days leave, paid as Special Paid Leave, for all staff (Casual, part time and full time).</p>
	<p>Cultural Leave</p>	<p>New leave type, entitlement to up to 5 days Cultural Leave for Aboriginal and Torres Strait</p>

		Islander staff to attend Indigenous Australian cultural / ceremonial obligations, paid as Special Leave.
	Parental Leave	Updated Parental Leave provisions to include legal surrogacy arrangements.
	Paid Parental Leave (Primary Caregiver Leave)	New leave type. Entitlement to 14 weeks Paid Parental Leave for parents who were not previously entitled to Paid Parental Leave, when they take on primary caregiver responsibilities during the first twelve months after the birth or adoption of a child.
	Payment for Paid Parental Leave and Paid Primary Caregiver Leave	<ul style="list-style-type: none"> • Payment for the first period of Parental Leave will be determined by averaging the staff member's service fraction for the 12 months prior to the commencement of the leave. • From 1 January 2020, payment for second or subsequent periods of Paid Parental Leave or Paid Primary Caregiver Leave will be determined by averaging the staff members worked service fraction for the 12 months prior to the commencement of the leave.

CHAPTER 2:

ACADEMIC STAFF

61	Removal of Early Career Academic Appointments and introduction of new clause - Pathway to Continuing Academic Employment	A commitment to supporting a working environment for early career academic staff. A target of 35 appointments to Continuing Academic positions over the life of the Agreement.
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CHAPTER 3:

PROFESSIONAL STAFF

62	Higher Duties	Provision for a staff member to apply for consideration of a Higher Duties payment where they have been appointed in writing or otherwise instructed to act in a higher duties position for more than 10 days (consecutive or non-consecutive) within a six (6) month period.
66	Eligibility for Professional staff Fixed-term conversion	Provision for a staff member to be converted to Continuing employment where they have completed two or more contracts in the same position over a period of four or more years (and meet the other eligibility criteria set out in the clause).
69	Hours and Work Patterns	<ul style="list-style-type: none"> • Increased span of hours for Administrative Staff – 7am to 7pm. A penalty of 50% will be applicable for all full time and part time staff directed to work between 6pm and 7pm. This is a transitional arrangement that will apply for the life of the Agreement. • Updated the penalty and overtime clause, now in written rather than table format.

		<ul style="list-style-type: none"> New flexibility for scheduling of day shifts for shift workers.
70	Performance Appraisal	Updated clause, removal of double increment and Outstanding Performance Loading <i>Note: the University has committed (by written undertaking) to consultation in relation to developing an effective new policy and mechanisms for rewarding Outstanding Performance of Professional staff. Until the new policy has been approved, the arrangements provided for in the 2014-2017 Enterprise Agreement will remain in place.</i>
CHAPTER 4:		
TESOL LANGUAGE TEACHERS ENGAGED IN UQ-ICTE		
72	Definitions	Updated the definitions to reflect current work practices in ICTE.
75	Salary rates	Included the calculation for casual salary in the chapter.
76	Hours of Work and Overtime	Updated the hours of work so that they align with the operations of the Institute.
79	Staff recognition and Development program	Extended the recognition and development program to casuals with more than 24 months continuous service.
82	Specific Duties	Updated terminology to reflect the operations of the Institute.
SCHEDULES:		
Schedule 1	Policies	Updated to reflect current policies.
Schedule 2	Academic staff salaries - loadings	Updated to reflect new rates of pay.
Schedule 3	Duties and pay calculation for Casual Academic staff	Updated to reflect the new rates of pay.
Schedule 4	Professional staff salaries	Updated to reflect the new rates of pay.
Schedule 5	TESOL Language Teacher staff salaries	Updated to reflect the new rates of pay.
Schedule 9	School of Veterinary Science – Professional clinical staff schedule	Updated to reflect the operational needs to the Veterinary School Clinic, including the rostering arrangements.
Schedule 10	The University of Queensland Customs House schedule	Updated to incorporate new rates of pay, new role titles and specific reference to break times.
Schedule 11	Professional staff Allowances	Updated to reflect current rates and payments
*Previous schedule 11	Institute of Social Science Research	Schedule removed.