

FAQ's UCU@UWE

Workload:

1. What is the basic structure of workload management at UWE?

UCU Branch-Principles for your workload planning (May 2024): It is important that we manage our workloads. A manageable workload means that you can feel well and be effective at work.

Key principles of the UWE WAMS model

1. UCU has always been in dispute of this, not least as it is a crude 'measurement'.
2. It is a planning tool only.
3. Workload must be planned by you in negotiation with your line manager by the end of June. You must feel able to agree this and be an active part of planning your workload.
4. Do not accept work that does not come with workload bundles.
5. The expectation is that workload is planned to 90% of the maximum.
6. You cannot be compelled to accept more than the maximum.

Taken from the UWE WAM Policy <https://uweacuk.sharepoint.com/sites/tasks-guides/SitePages/academic-planner-and-wams.aspx>

2. What are the key principles of the UWE WAMS model? The UWE WAMS model is a planning tool that helps manage workloads. It's important to plan your workload in negotiation with your line manager by the end of June. The expectation is that workload is planned to 90% of the maximum.

3. What happens if I go above my maximum workload? Going above your maximum workload is not recommended. It will not result in financial or other rewards and can mask the real demand for more resources. If you do go over your maximum workload, you should require a statement in writing that any excess workload bundles will be carried over as workload for the next academic year.

4. How many bundles does a full-time equivalent staff member deliver? A full-time equivalent staff member will deliver up to a maximum of 654 bundles. This is unlikely to be allocated all at the start of the academic year and there will be a need to build in contingency (usually 10%).

5. How should I plan my scholarly and annual leave? You should plan your scholarly and annual leave in advance, in full. It's a priority to take it and get those much-needed rests. If you cannot plan in leave, other work must be removed to accommodate this leave.

6. What happens if I have leave left to take at the end of the year? If you find yourself over bundled or with leave left to take, this can (currently) be carried over into the next year- up to 5 days.

7. What should G grade staff (lecturer) and H grade staff (senior lecturer) be aware of? G grade staff (lecturer) must not module lead, unless it is part of an agreed development plan and with supervision of an H grade (senior lecturer) colleague.

8. What if I don't have bundles allocated for work? If you don't have bundles allocated for work, then the work is voluntary, unpaid and not recognised.

9. What should I do if I don't feel I have enough resource allocated? If you don't feel you have enough resource allocated, raise this with your line manager. There is always an option to review resource.

10. Who should I contact if there are any problems? Meeting with your line manager is always your first step when there are any problems. If this becomes problematic, then contact your UCU Rep.