

## Academic Workload Steering Group – Terms of Reference

### Academic Workload Framework

The Academic Workload Framework (AWF) was launched in March 2017 and was the product of a joint working group between the recognised academic union, EIS, and the University. The joint working group agreed that an AWF Steering Group would oversee the implementation and ongoing operation of the framework.<sup>1</sup>

### Purpose of the Steering Group

- Support consistent implementation of the AWF across all Schools
- Monitor the application of the framework, in particular ensuring that workload is transparent and that workload allocations are fair and equitable
- Discuss and approve amendments to the core framework
- Approve variations to the core framework allocations of +/- 10%
- Encourage consistency across Schools
- Encourage good practice sharing across different Schools
- Review and provide feedback on local (School) workload allowances

### Membership

- Chair – Alyson Tobin
- Deans of School – Gail Boag, Gary Hutchison, Alison Machin, Diane Maclean, Michael Greenhalgh
- EIS representatives – Holly Patrick, Carles Ibanez
- School Support representative – Sara Chraszcz
- WAM systems expert – Alan Cannon
- Secretariat – Campbell Millar

### Meetings

The Steering Group will usually meet twice a year in May and November. In May the Steering Group will consider planned School allocations for the coming academic year and in November it will review the adjusted allocations for the current year. Proposals for variations to the core framework and for local allowances can be brought to either of these meetings.

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<sup>1</sup> Principle 2 of AWF 2016