



## **Are you eligible to vote in this ballot?**

In order to be eligible to vote in the Higher Education Ballot you will need to be a current member of Unite employed and paid wages or sick pay by a UK higher education establishment in the New Joint National Committee for Higher Education Staff (New JNCHES) negotiations.

You have been sent a ballot paper because Unite records show you are employed at one of HE institutions covered by the New JNCHES bargaining agreements with the joint unions (Unite, UCU, Unison, EIS and GMB) and the University Colleges Employers Association (UCEA).

The negotiations between Unite and the University Colleges Employers Association (UCEA) are on behalf of subscribing Higher Education Institution members to UCEA.

The full list of subscribing HE Institution (HEI) members for 2010 as notified by UCEA to the New JNCHES trade unions are attached further in this communication at Appendix .

The bargaining arrangements within each institution vary as to which grades of staff are represented but in general it will cover all staff on the nationally agreed 51 point pay spine covered by the Framework Agreement with UCEA signed in 2004. In 2010 this normally covered staff within the pay range £13,150 - £55,535.

HE staff outside these ranges (part time, pro rata or those where the Institution agrees to pay above the £55,535 for staff on the 51 point pay spine) are also eligible to vote.

If you are currently a Unite member employed and working in a UK Higher Education Institution listed in the attached list of HEI's and are within the 51 point pay spine you are eligible to vote.

The joint unions claim also called for an extension of the 51 point pay spine. The claim affects any staff above the 51 point pay spine. As example academic, academic related, senior administrators and managerial staffs could be in this category. Please note the examples are not a complete or exhaustive list of all affected roles. As this issue of extending negotiations beyond the existing 51 point pay spine and outcome is likely to affect the roles described it means Unite members in those and similar roles are eligible to vote.

If the consultative ballot offer was subsequently rejected those staff affected by the issues could subsequently called upon to take action by the union in support of the overall claim aims. Only those staff's working in an HEI on the list provided are eligible to vote.

Part time or pro rata employed staffs working in HEI's on the list provided are eligible to vote.

### **Are you ineligible to vote?**

If you are no longer a Unite member you are ineligible to vote. Please return the ballot paper without voting letting us know you are no longer a member.

If you are no longer working for a UK HEI because you have left employment in HE or your employment has been transferred to another organisation not on the list supplied even though you may still be carrying out work at a University or HE College you will be ineligible to vote.

However it is very important that you let the union know you are in this category so we can amend our records. Please return the ballot paper without voting providing as much detail as possible, such as your current employer address, your new and old address and your membership details if you have them to hand. Also advise the union why you believe you are ineligible to vote. Providing details should ensure you are not contacted again in any subsequent ballot.

If you work as a NHS clinical academic or are seconded to a UK HEI and are not directly employed by the HEI you will be ineligible to vote.

However it is very important that you let the union know you are in this category so we can amend our records. Please return the ballot paper without voting providing as much detail as possible, such as your current employer address, your new and old address and your membership details if you have them to hand. Also advise the union why you believe you are ineligible to vote. Providing details should ensure you are not contacted again in any subsequent ballot.

### **What if I am still not sure if I am eligible or not?**

Contact your local Unite University or HE College workplace committee or your local Unite full time Official covering the HE sector in the Unite office nearest your employment or home address. Describe your circumstances and you will be advised further as to your eligibility to vote.