

Minute of the National Joint Negotiating Committee (NJNC) – Side Table (Lecturing) meeting held on Thursday 4 December 2025 (1000-1200), at EIS Offices, 6 Clairmont Gardens, Glasgow, G37LW.

In Attendance	
Sue Clyne	Management Side
Susan Elston	“ “ (Chair)
Chris O’Neil	“ “
Chris Boyce	Staff Side
Thora Hands	“ “
Charlie Montgomery	“ “
Pete Woods	“ “
John Anderson	Management Side Joint Secretary
Sarah Collins	Staff Side Joint Secretary
Jillian Cheape	Secretariat
Steve Farrell	Management Side Observer
Catherine McCreath	Note Taker

8/25 Welcome and Apologies

The Management Side was in the Chair for this meeting. The Chair welcomed all to the meeting.

Apologies were noted from Debbie Kerr, Management Side, and Anne-Marie Harley and Eileen Imlah, Staff Side.

9/25 Minutes of Previous Meeting

The minute of Thursday 11 September 2025 was agreed.

10/25 Status of Circulars

Circular 02/21 – National Dispute Resolution

The Management Side Joint Secretary provided an update on ongoing work related to Circular 02/21 and outstanding referrals. It was noted that draft work had commenced on a process intended to support the Joint Secretaries in determining referrals under Circular 02/21. A draft flowchart has been developed, that, once further work is undertaken by the Joint Secretaries should assist in determining if a role is a lecturer, or a tutor/instructor.

The Staff Side agreed that further work on the wording and structure of the flowchart is required, and that an accompanying Terms of Reference will provide clarity – particularly around the operation of a proposed panel process to support the Joint Secretaries. The Staff Side emphasised the importance of ensuring that any such panel is used appropriately and entered into in good faith by both parties.

The Management Side confirmed that the intent is to ensure a robust and jointly operated process and noted that discussions on membership and operation of a panel can be undertaken once the flowchart is finalised. It was agreed that detailed work on this would be undertaken by the Joint Secretaries ahead of the next scheduled meeting in March 2026.

The Side Table noted the update and agreed to return to this item for more detailed consideration at the March 2026 meeting.

Circular 02/17 – Pay Harmonisation and Job Matching for Existing Promoted Lecturing Posts

The Management Side Joint Secretary provided an update on the use of Circular 02/17. The Side Table noted that the Circular had been created for a specific, time-limited purpose relating to the job-matching of Promoted Lecturers into National Fixed Points, and that some colleges' subsequent use of the Circular in other contexts had prompted questions about its current status.

The Management Side confirmed that the Role Profile Criteria set out as an Appendix within the Circular remains useful, but that the Circular in its present form is no longer fit for purpose. To support clarity, a new Circular, based on the original Appendix, will be drafted.

The Staff Side confirmed it would produce a draft revised Circular for consideration at the March 2026 meeting.

The update was noted.

11/25 Hybrid Working and Learning Practices Working Group Update

It was noted that following circulation of the Management Side's feedback on the revised glossary on Thursday 20 November 2025, the Staff Side considered that a significant amount of material required further review before a productive Working Group meeting could be held. The November meeting was therefore postponed, and the next meeting will take place on Thursday 12 February 2026.

The Staff Side commented that the Management Side's feedback document appeared to combine multiple sets of sector comments, making it challenging to follow. The Staff Side therefore suggested a single, consolidated response to support effective discussion in February.

The Management Side advised that it was happy to revisit the document shared to consider whether further consolidation would support clearer discussion. To assist with this, the Management Side asked the Staff Side to reflect on how it had interpreted the comments, so that any areas requiring clarification can be better understood and addressed and indicated willingness to meet informally beforehand if further clarification is required.

12/25 AOCB

Associate Trainers/Agency Workers

The Staff Side raised concerns regarding the use of Associate Trainers and agency workers within some colleges, noting examples that in its view, were individuals delivering lecturing duties while not employed on National Bargaining lecturing terms and conditions. The Staff Side expressed concern that such practice undermines National Bargaining arrangements and requested that the issue be brought forward to the NJNC – Side Table (Lecturing) for further consideration.

The Management Side responded saying it was not aware of any issues. It requested that the Staff Side provide a clear definition of its concerns. This would allow for a clearer understanding, and to give due consideration to those concerns.

The Staff Side advised that the EIS-FELA would be publishing a report outlining concerns and case examples and asked that the Management Side to review this material once available.

The Management Side noted the report and highlighted it was not in a position to give a formal view until further information has been provided and definitions clarified by the Staff Side.

Acknowledgement

It was noted that this would be the last Side Table (Lecturing) meeting attended by the Management Side Joint Secretary, John Anderson, Head of National Bargaining, CES. The Side Table expressed thanks for his contribution and service to national bargaining.

13/25 Date of Next Scheduled Meeting

The date of the next scheduled meeting is **Thursday 19 March 2025**.

DRAFT

Action Monitoring Log

Thursday 11 September 2025		
Action	Owner	Status & Completion Date
Joint Secretaries to begin work on developing a national process to support the resolution of referrals.	Joint Secretaries	Overtaken/Complete
Joint Secretaries to discuss wording for a joint communication to colleges, advising that Circular 02/17 no longer stands but that Appendix 2 may be used as interim guidance until a new Agreement is agreed.	Joint Secretaries	Complete
Schedule a meeting of a smaller grouping to progress work offline on the NRPA Reform.	Joint Secretaries	Complete
Working Group Officer to incorporate sector feedback into the draft document and share ahead of the working group meeting on 6 November 2025.	Working Groups Officer	Complete
Thursday 4 December 2025		
Action	Owner	Status and Completion Date
Further develop the draft process and flowchart to support Joint Secretaries in determining Circular 02/21 referrals for consideration at the next Side Table meeting in March 2026.	Joint Secretaries	In Progress
Draft a revised Circular (based on Appendix 2 of Circular 02/17) for consideration at the next Side Table meeting in March 2026.	Staff Side	In Progress
Staff Side to reflect on and clarify its interpretation of the Management Side's feedback on the revised glossary for the Hybrid Working and Learning Practices Working Group, identifying any areas requiring clarification ahead of further discussion.	Staff Side	In Progress
Review Staff Side response to determine a more consolidated response to the revised glossary for the Hybrid Working and Learning Practices Working Group.	Management Side Joint Secretary	In Progress
Staff Side to provide clarity and definitions regarding the use of associate trainers and agency workers to support further consideration.	Staff Side	In Progress