Dear Colleagues, 19 November 2019

As a follow up to the Vice-Chancellor's email on 6 November I'm writing to provide you with some further information about what to do if you are planning to take part in the forthcoming strike action and/or action short of a strike.

The dates for the planned strike action are set to be on:

- Monday 25 November – Friday 29 November (5 consecutive days)
- Monday 2 December – Wednesday 4 December (3 consecutive days)

The UCU has also advised their members to begin action short of a strike (ASOS) from Monday 25 November.

If members choose to participate in taking action short of a strike it means they will come to work on their usual working days but may not carry out all of their regular duties.

Below is some guidance about what to do on the planned strike dates and where to go to access further information, which I hope you find helpful.

What should I do if I plan to take part in strike action and/or action short of a strike?
If you are planning to take part in strike action and/or action short of a strike, we would be grateful if you could email the named contact for your college / service – the details of which can be found at the end of this email - by **12 noon on Friday 22 November**. By doing this we will be able to keep students up to date about any changes to their lectures, tutorials and/or seminars.

What should I do on my return to work after taking strike action?
When you return to work after taking strike action on any of the eight days, please could you immediately complete the online Strike Action Notification Form to notify us of your participation in the strike action. You should do this no later than **10am on the first day of your return to work.**

If you take part in the strike, you should prioritise the following activity alongside your normal duties (teaching/funded research). If you have any concerns about being able to do this, please contact your Head of Department as they can help to make any needed adjustments.

Education	Research
• Recovery of learning for disrupted teaching during the strike action • Review/amendment of January exam papers • Marking assignments to meet three week turnaround/formative deadlines if possible. If this is not possible, please	• Supporting REF preparations, in particular providing information for/writing of environment statements and impact cases studies, and outputs nominations where required.

keep your local Hub informed of when the marking will be complete.	

What is our policy regarding pay if you choose to take part in strike action and/or action short of a strike?

Our policy on the withholding of pay during industrial action is set out online. If you intend to take part in strike action and/or action short of a strike, please do take the time to read this and, if you have any questions, please email: humanresources@exeter.ac.uk

Keeping students informed

We are working to carefully manage the potential impact any planned industrial action may have on our University community, and to ensure any measures we put in place are the right ones for you and our students. We have emailed our students to make them aware of the planned strike action, and to encourage them to continue to attend their timetabled sessions, and to submit their assignments by their due dates. We've also let them know how to access further information, including the student FAQs we've put together – these will be added to as the situation progresses.

Where can I find more information?

We've developed an FAQ page for colleagues and I would like to highlight the resources that are available to support you, if needed. This includes our new self-help tool, Pro-Counselling, which can be used to access 24/7 telephone counselling via our online portal, an online wellbeing space, and face-to-face counselling.

Thank you for taking the time to read this email and if you have any questions please do contact: humanresources@exeter.ac.uk and we will respond to you as soon as we can.

Yours faithfully,

Imelda Rogers, FCIPD
Director of People Services
University of Exeter

Named contact for your College / Service

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College of Medicine & Health	Tim Rushworth	T.Rushforth@exeter.ac.uk
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Engineering, Mathematics & Physical Sciences Camborne School of Mines:	Prof Kip Jeffery, HoD	C.Jeffrey@exeter.ac.uk

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