

ANNEX A: SOME KEY REFERENCES

There is a large amount written about HR in higher education, but some of the following are the most useful references for governors.

- a) The UUK website has several useful publications on specific aspects of HR. In addition to the guidance on appointing senior managers referred to in Chapter 6 (see <http://bookshop.universitiesuk.ac.uk/show/Default.aspx?category=7>) there are two publications relating to pensions: *Strategic enquiry into the pension arrangements for the higher education sector* and *Pension provision in the higher education sector: initial report* (see <http://bookshop.universitiesuk.ac.uk/show/?category=2>).
- b) The website of the Universities and Colleges Employers' Association (Ucea) has useful information on pay structures, national bargaining, joint working and health and safety: www.ucea.ac.uk. To utilise fully the site you may need to liaise with your institution's HR director as some of the site is not open access.
- c) The Hefce web site has information on various aspects of HR, which can be found at www.hefce.ac.uk/lgm/hr/. In particular, see the Higher Education Workforce Framework (at www.hefce.ac.uk/lgm/hr/frame/) which includes trend information for the sector as a whole and information about HR projects supported by the LGM fund (at www.hefce.ac.uk/lgm/build/lgmfund/projects/showcats.asp?cat=7) Much of the information provided by Hefce is also of relevance to HEIs outside England.
- d) The other funding bodies also produce information on HR relevant to their own jurisdictions which can be found at: www.sfc.ac.uk for Scotland; www.hefcw.ac.uk for Wales; www.delni.gov.uk for Northern Ireland).
- e) *Hall A, (2003), Managing People, Open University Press, 2003* is a practical guide to people management in HEIs. Some of the information may be too detailed for governors. However, readers with a particular interest in performance management will find the chapter on this topic useful.
- f) The website of the Equality Challenge Unit (ECU) has a wealth of information guidance on all aspects of equality and diversity in higher education: www.ecu.ac.uk. In particular, see *Equality and Diversity: Responsibilities and Challenges*, a guide for members of governing bodies, by following the link from the Joint Publications page. Other useful sources of information about equality in HE are: the Athena SWAN Charter (www.athenaswan.org.uk/html/athena-swan), launched in 2005 to recognise excellence in the employment of women in science, engineering and technology and the Higher Education Equal Opportunities Network (www.heeon.ac.uk) which organises an annual conference and also maintains a mail base. During 2009 the ECU will be publishing a study on governing bodies and diversity.
- g) The Association of Commonwealth Universities Human Resource Management Programme facilitates the sharing of good practice between 500 HEIs throughout the Commonwealth. See the website at www.acu.ac.uk/hrm