



Academic Related Professional Staff

2017/18 SURVEY REPORT



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Key findings

The vast majority of respondents are very stable in their employment.

Nearly one quarter of survey respondents indicated that they have been employed at their current institution for longer than 20 years, and more than 60% have been in their current employment for longer than 10 years. 90% of respondents are employed on open ended or permanent contracts.

Promotion pathways are not clear, and length of service does not necessarily lead to promotion

In general, those with the longest period of employment were more likely to have been promoted. However, it is also apparent that a majority of ARPS members have not been promoted, often despite significant length of service at their current institutions. Two thirds of those with 5-10 years with their current employer have not been promoted, and neither have more than half of those with 10-15 years' service.

There is also an inverse relationship between educational attainment and promotion. Those with PhDs and Masters Degrees are less likely to have been promoted than those with Undergraduate or secondary school qualifications. This is still apparent when promotion is controlled for length of service.

Additionally, less than a fifth of respondents saw a clear pathway to promotion available to them.

Access to Continuing Professional Development is patchy

Only around 40% of respondents said that they have access to defined CPD, and the rates of access varied greatly by area of work. For example, those working in IT are half as likely to have CPD access as those working in Quality Assurance and in Libraries.

Workload and Career Progression are the most important issues for ARPS members

When asked to rank the most important issues for them personally, and for ARPS members across their institution as a whole, respondents overwhelmingly chose Workload and Career Progression as the most important issues.

1. Introduction

This report provides the key findings of the 2017 UCU academic related, professional staff (ARPS) survey. The survey was emailed to 9,173 UCU ARPS members in Pre 92 Universities in August 2017 and responses were collected until the end of September 2017.

The aim of the survey was to gather, for the first time, data on the rates of promotion or potential for future promotion, access to career development opportunities for ARPS members. The survey also sought to gather the opinion of ARPS members on what are the most important workplace issues affecting them personally and across their intuitions,

2. Response rate

The survey was sent to all UCU members designated as Academic Related Professional Staff (ARPS), 9,173 in total, and 2,347 responded. Of these, 1,743 people provided a complete response.

This is a total response rate of 25.6% and a complete response rate of 19.0%.

3. Respondent profile

Gender

56.8% of respondents were female, 42.3% were male and 0.9% specified a non-binary gender or did not wish to specify a gender.

Area of work

The largest number of responses came from people working IT (23.6%), followed by those working in Libraries (14.8%), departmental administration (10.9%), student services (9.9%) and research support (9.8%). Additionally, 19.3% of respondents stated that they worked in an 'other' area that did not fit neatly into the 12 specified categories.

Figure 1: Survey respondents by area of work

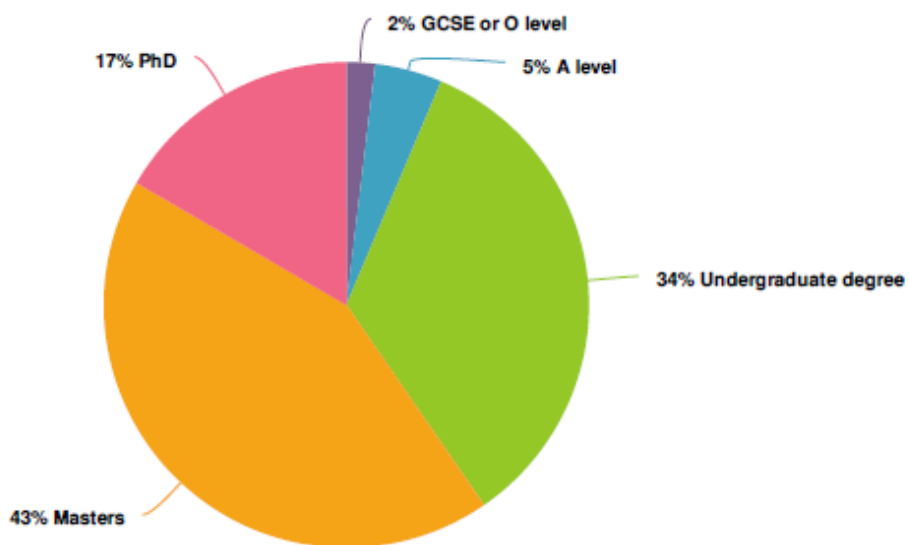
Value	Percent	Responses
Library	14.8%	339
IT	23.6%	541
Public affairs / communications / marketing	2.1%	47
Student recruitment	2.1%	49
Student services	9.9%	227
Human Resources	1.4%	32
Facilities and catering	0.7%	15
Quality assurance	1.7%	40
Governance	1.3%	29
Departmental administration	10.9%	250
Finance	2.3%	52
Research support	9.8%	225
Other - please specify	19.3%	442

Totals: 2,288

Qualifications

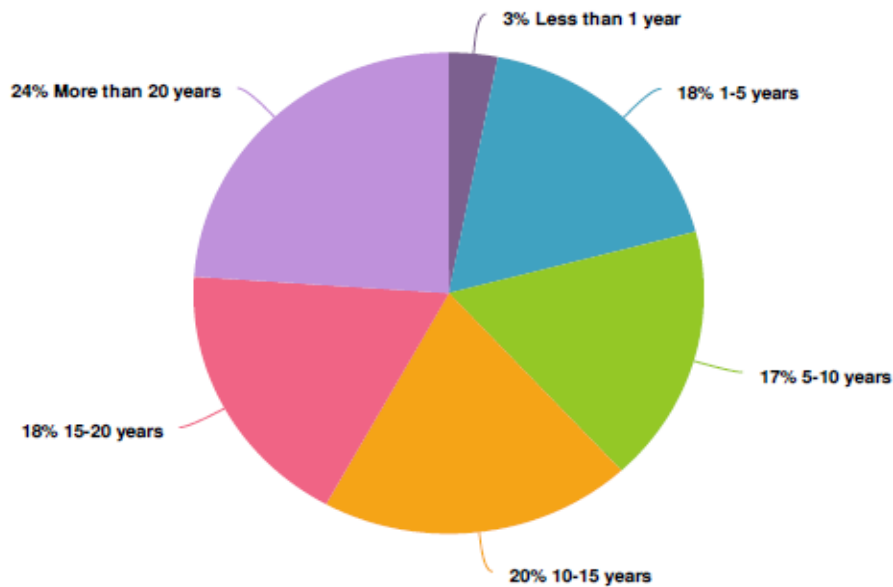
93.6% of respondents hold a degree, and 43.0% have a Masters. 16.6% of respondents have completed a PhD.

Figure 2: Survey respondents by level of qualification



Length of employment at current institution

Figure 3: Survey respondents by length of employment at current instruction



Value	Percent	Responses
Less than 1 year	3.1%	70
1-5 years	17.8%	406
5-10 years	17.3%	393
10-15 years	19.8%	451
15-20 years	18.1%	412
More than 20 years	23.9%	543

Totals: 2,275

In line the findings of with recent surveys conducted by UCEA¹, this survey showed that retention levels among ARPS members are higher than the whole economy, and are also higher than among academic staff within the university sector.

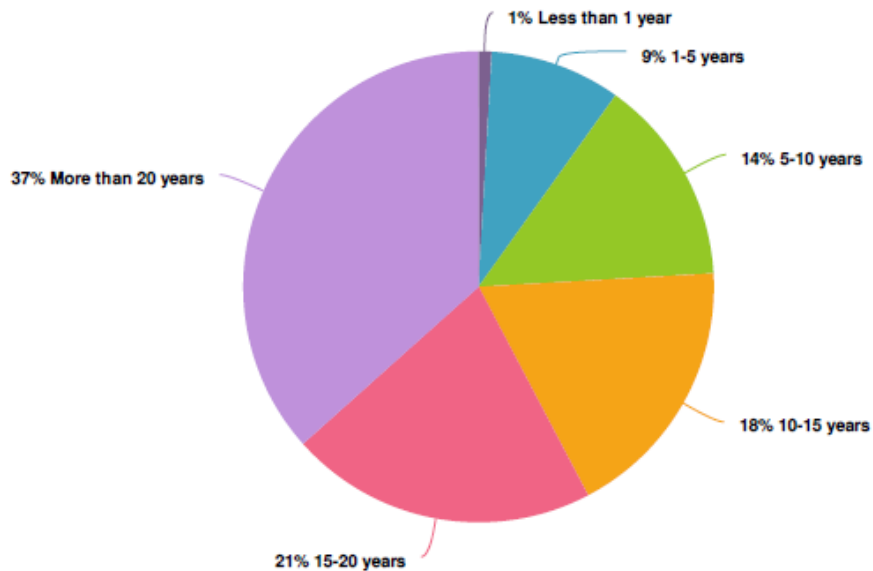
Nearly one quarter (23.9%) of survey respondents indicated that they have been employed at their current institution for longer than 20 years, and in total 61.8% have been in their current employment for longer than 10 years.

17.8% had been at their current institution for between 1 and 5 years, and only 3.1% had been employed at their current institution for less than one year.

¹ www.ucea.ac.uk/download.cfm/docid/D1A18316-5C9D-44F3-8F40D3C387804944

Length of time in Higher Education sector

Figure 4: Survey respondents by length of employment in Higher Education sector



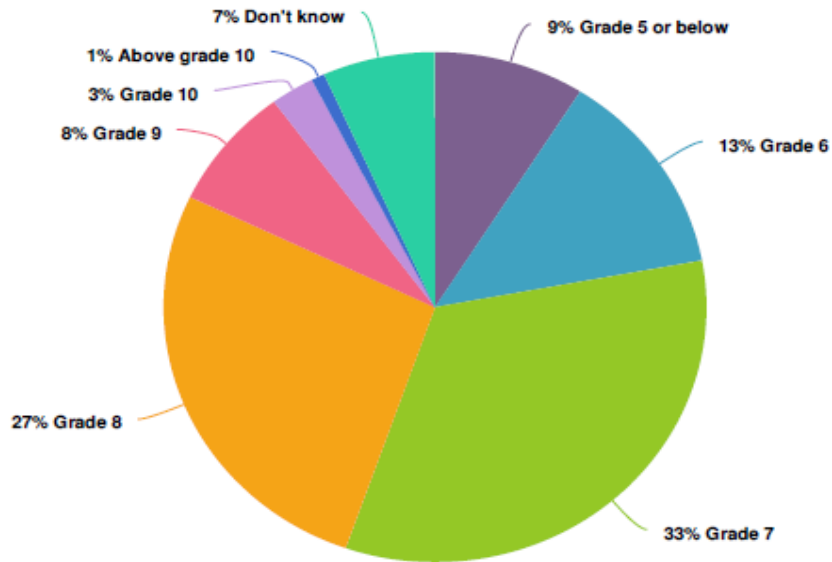
Value	Percent	Responses
Less than 1 year	0.9%	20
1-5 years	9.0%	205
5-10 years	14.2%	323
10-15 years	18.2%	415
15-20 years	21.1%	481
More than 20 years	36.6%	834

Totals: 2,278

More than a third (36.6%) of respondents have worked in the higher education sector for more than 20 years, 21.1% have more than 15 years' sector experience, and another 18.2% have more than 10 year experience in the higher education sector. In total, this means that more than three quarters of ARPS members have more than 10 years' experience in the sector.

Salary and grade

Figure 5: Survey respondents by salary grade



60.0% of respondents are employed on grades 7 and 6s, and a further 13% are on grade 6. 12% of respondents are employed on grade 9 or above, and 7% did not know their grade.

9% of respondents stated that they are on grade 5 or below, lower than the usual ARPS cut-off grade.

Contract type and employment fraction

The vast majority (89.8%) of respondents are employed on open ended or permanent contracts. This is in line with UCU's ARPS membership, and roughly in line with the 2015/16 staff record, where 87.7% of ARPS staff are on open ended or permanent contracts.

Figure 6: Survey respondents by contract type

Value		Percent	Responses
Open ended / permanent		89.8%	1,663
Fixed term		6.9%	127
Term time only		0.1%	1
Hourly paid with guaranteed hours		0.2%	3
Zero hours		0.3%	6
Other - please specify		2.8%	52
Totals: 1,852			

Figure 7: Survey respondents by full time equivalent fraction

Value		Percent	Responses
1.0 (full time)		80.3%	1,493
0.8 (4 days per week)		7.3%	136
0.6 (3 days per week)		4.6%	85
0.4 (2 days per week)		0.7%	13
0.2 (1 day per week)		0.1%	2
Other fraction - please enter		7.0%	130
Totals: 1,859			

80.3% of respondents to the survey are employed full time, and combined 92.2% of respondents work three days a week or more.

4. Opportunities for advancement

Promotion

In total, 43.0% of respondents said that they have been promoted during their current employment.

In general, those with the longest period of employment were more likely to have been promoted, with 58.4% of people employed by their current institution for 15-20 years having been promoted, 42.9% of those employed for 10-15 years and 34.6% of those employed for between 5-10 years.

However, it is also apparent that a large number of ARPS members have not been promoted, despite significant lengths of service at their current institutions. 65.4% of those with 5-10 years with their current employer have not been promoted, and neither have more than half of those with 10-15 years' service (57.1%). Among those with more than 15 years' service, 41.6% have never received promotion.

Those with the highest levels of educational attainment were the least likely to have received promotion. Just over a third of ARPS members with PhDs (35.9%) have been promoted by their current employer, as have 41.0% of those with Masters and 47.9% of those with an undergraduate degree. The highest levels of promotion are among those with GCSE or O levels (60.0%) and those with A Levels (53.3%).

This inverse relationship between educational attainment and promotion is somewhat (but not entirely) diminished when length of service is taken into account. Among those with more than 10 years' service with their current employer, 53.2% of ARPS with PhDs have been promoted, as have 54.9% of those with Masters and 59.8% of those with an undergraduate degree. However, the highest levels of promotion are still those with secondary school qualifications – 69.1% for people with A levels and 72.0% for those with GCSE or O level qualifications.

The areas of work with the highest promotion rates were Facilities and Catering (58.3%)², Quality Assurance (54.3%) and IT (52.7%), and the lowest promotion rates were found in Human Researches (17.9%), (Public Affairs and Communications (34.1%), Finance (38.0%), Research Support (38.3%) and Student Recruitment (39.5%).

Overall there is a minimal gender difference between rates of promotion, with 43.3% of men and 42.7% of women, having been promoted by their current employer.

Pathways to future promotion

Only 16.9% of respondents said that clear promotion pathways are currently available to them, and there was no difference between men and women in this figure. The figure was

² It should be noted that the higher levels of promotion among Facilities and Catering staff could result from staff at lower grades within this area of work not being within UCU's sphere of influence for ARPS staff, and therefore the survey only being available to Facilities and Catering at higher and managerial grades, i.e. those more likely to have been promoted.

only slightly higher among those who had previously been promoted (23.1% of women and 20.3% of men). Among those who had not previously been promoted, who had not previously received a promotion, only 12.6% of women and 14.0% of men saw clear promotional pathways as being available to them.

Among those who have not yet been promoted, members working in Finance (19.4%), Libraries (18.9%) and Facilities and Catering (16.7%) were most likely to believe that they had clear promotional pathways available, whilst those working in Public Affairs/Communications/Marketing and Governance (both 7.1%) and Student Services (7.5%) were the least likely to see clear promotional pathways for themselves.

Those who had been at their current employer for the least amount of time were most optimistic about the possibility of promotion, and 23.4% of those employed for less than a year saw a clear path to promotion, a view shared by only 9.5% of those employed for between 5 and 10 years without promotion.

Continuing Professional development

Overall, 41.2% of respondents said that they have access to defined Continuing Professional Development, with a greater percentage of women (46.5%) than men (34.4%) having access to CPD. There was no real difference in access to CPD between those working full time and part time. Those on open-ended/permanent contracts were slightly more likely to say that they have access to CPD (41.9%) than those on fixed term contracts (39.0%). The very small numbers of respondents employed on hourly paid or zero hours contracts (9 in total) means that a meaningful conclusion on CPD access for these staff types cannot be determined.

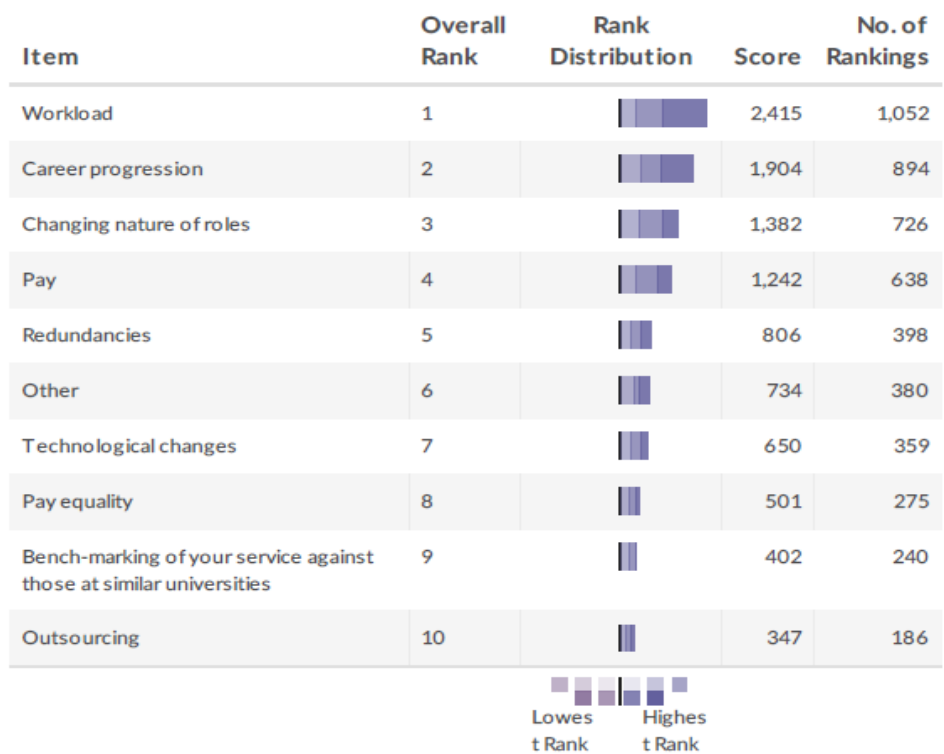
Those working in Quality Assurance (56.3%) and in Libraries (56.1%) were most likely to have CPD access, and those working in IT (28.6%) were least likely.

5. Most important issues for academic related professional staff

ARPS members responding to the survey were asked to rank the three most important work related issues, from a list of ten possible issues, for both themselves personally, and for all ARPS at their institution.

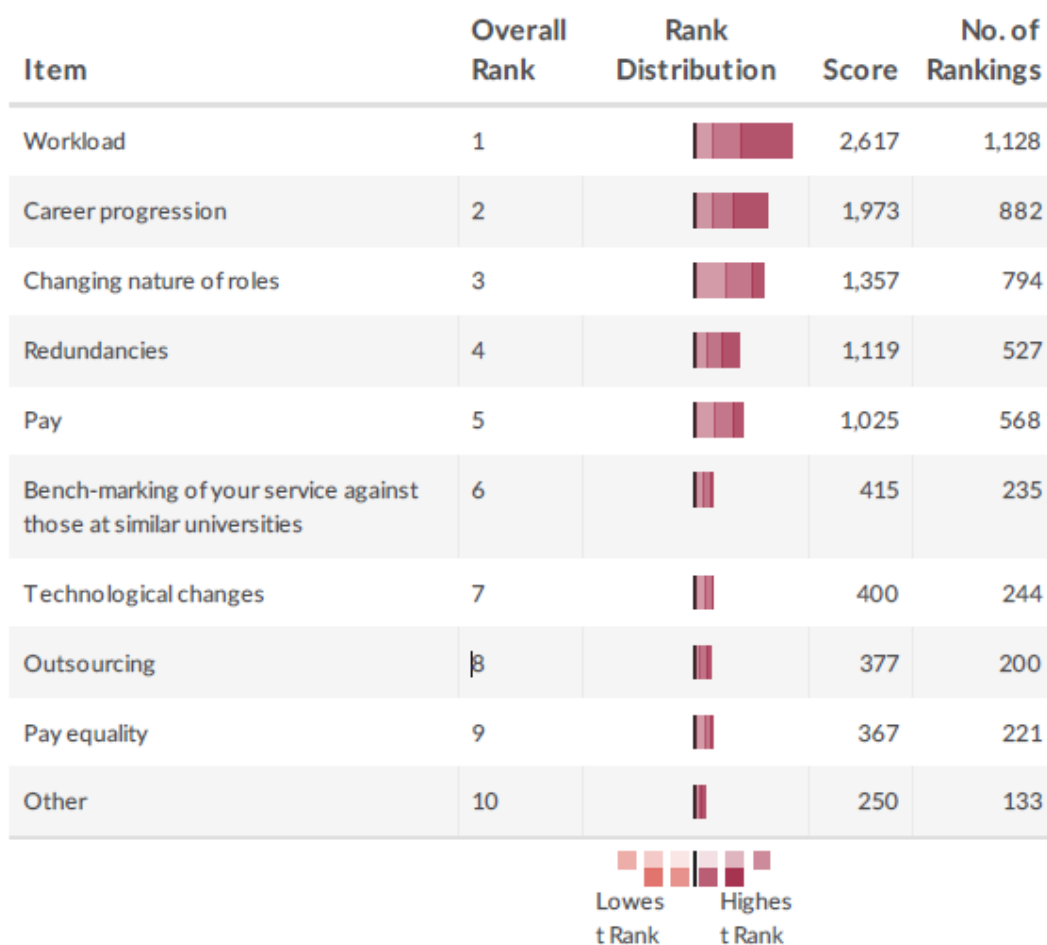
The overall ranking of these factors is a weighed calculation incorporating frequency of selection and the ranking position selected by each respondent. The factors ranked first by respondents are valued the highest value and subsequent factors are assigned values in descending order. Each factor was then assigned a total score to arrive at the rankings below.

Figure 8: Most important workplace issues for me personally



The individual workload of the respondent was the most important issue, both in terms of frequency of selection and being selected as the most important issue. Career progression, the changing nature of ARPS roles and pay were selected as the next three most important issues. These four issues were all selected with much greater frequency than any of the remaining six workplace issues on the list.

Figure 9: Most important workplace issues for ARPS at my institution



When asked to select “the most important issues for all ARPS at my institution”, the same top three issues (workload, career progression, and the changing nature of roles) were selected in almost the same order as for the top personal issues. Workload and career progression were again the highest ranked both in terms of frequency of selection and being selected as the most important issue, and the changing nature of roles was again the third highest ranked issue. Redundancies were considered more important at an institutional level than they were personally, moving from fifth to fourth ranking, and pay dropped from fourth to fifth.

6. Academic freedom

The ARPS committee sought to gauge respondents' strength of feeling on whether ARPS roles require academic freedom, and survey respondents were asked the following question:

'Academic freedom requires the development of open, democratic and collegial forms of institutional governance, including access to proper whistleblowing procedures. UCU believes that academic and academic-related staff must play the pre-eminent role in determining the curriculum, assessment standards and research priorities.'

'Do you believe your role requires academic freedom?'

Overall, 55.3% of respondents stated that they believed their role required academic freedom, 22.6% stated that it did not and 22.0% were unsure.

Those working in Libraries had the highest level of belief that their role requires academic freedom (69.0%), followed by those working in Departmental Administration (58.2%), Quality Assurance, Research Support and Student Services (all 56%). Those working Finance were the least likely to believe their role requires academic freedom (19.5%), following by those working in Facilities and Catering (30.7%) and those in Human Resources (36.0%).

7. Awareness of UCU

89.1% of survey respondents are UCU members and 61.6% were aware that UCU is the recognised union for academic related staff in Pre 92 universities.

Only 45.5% of respondents had ever read UCU's academic related staff newsletter and 9.3% said that they had attended an academic related professional staff annual meeting.

42.0% of respondents expressed an interest in learning more about the work that UCU does with ARPS and 709 people provided an email address for future contact about UCU's work.