



15 October 2020

Max Soar

By email: fyi-request-13837-9305b2bf@requests.fyi.org.nz

Tēnā koe Max

Official Information Act Request – Individuals employed in Tutor or equivalent roles

I refer to your request for information under the Official Information Act 1982 (the Act) dated **18 September 2020**:

Can you please tell us how many individuals were employed in Tutor, Senior Tutor, and equivalent teaching support staff roles in each trimester since Trimester 1 2015? For clarity, equivalent teaching support staff roles are Sessional Assistants, Laboratory Demonstrators, Teaching Assistants, and Graduate Assistants.

Numbers of Tutors and Senior Tutors

Please see the **attached** spreadsheet that provides headcount numbers for all appointments at Faculty and School levels with “Tutor” and “Senior Tutor” in the job title.

The trimester dates used were those from the 2015–2020 University Calendar, up to and including the end of trimester one in 2020. The trimester two dates used were those from the revised 2020 University Calendar due to COVID-19. Please note that employees who have held multiple tutor jobs will have been counted multiple times.

More detailed information

We note that you also requested:

- the numbers of “equivalent teaching support staff roles”;
- a breakdown in terms of FTE; and
- for individuals not to be double counted.

Due to the substantial amount of time and resources that would be required to research and collate this additional and more detailed level of information you have requested, we are refusing this part of your request under section 18(f) of the Act.

Providing this extra level of detail would involve extracting and manipulating large amounts of data covering almost six years, and then cross-checking individual personnel across Schools and Faculties. To produce a response to this part of your request would take about 24 working hours. Given the University’s time and

resource constraints, this would have a significant impact on the ability of University personnel to carry out their usual operations.

We have considered whether fixing a charge to cover the labour cost involved in making available the information sought would help, as required by section 18A of the Act. However, given the significant amount of work required, and the estimated time it would take, the University considers that this would not enable the request to be granted. Any charge would likely need to be significant. An initial estimate would be \$1,748 (excluding GST).

The University is prepared to re-consider this decision if you are able to narrow your request parameters to an extent that would not require substantial collation and research. Please let us know if you would like to do that.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact me at oiarequests@vuw.ac.nz.

Yours sincerely

Julia Marshall-Mead

Senior Advisor, Official Information and Privacy

Legal Services

Te Herenga Waka—Victoria University of Wellington