

16 August 2017

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Dear Sir/Madam

Your Official Information Act Requests

I refer to your requests for information of 19 July 2017 where you requested information on the following:

1. Lecturer Remuneration:
 - (a) *The portion of the Faculty of Law budget spent on lecturer remuneration in 2017; and*
 - (b) *The number of current VUW (or other) postgraduate students employed as lecturers by the Faculty of Law in 2017; and*
 - (c) *Whether the above figures have changed following the fee increases in 2016.*

2. The use of "tracked changes" in assignments:
 - (a) *Any internal Victoria University of Wellington Law Faculty guidelines or processes for dealing with students who have submitted an assignment with the "tracked changes" feature enabled, which indicates that student has had external help of that assignment.*
 - (b) *The number of students in the Faculty of Law who have received an academic misconduct after submitting an assignment where the "tracked changes" feature was enabled which indicated that student received external help in the completion of that assignment.*

3. Tutor pay rates across the University:
 - (a) *Pay rates of tutors employed Victoria University of Wellington in 2017, across all faculties,*
 - (b) *Whether any standards, procedures or guidelines issued to guide the faculties in setting these pay rates.*

In response to part 1(a) of your request I advise that as of 30 June 2017, the total lecturer remuneration spend against the total budget for the Law Faculty at the relevant point in time was 24% (note that this has been calculated on the basis of six full months into the 2017 financial year).

Please note that we have interpreted your request broadly or functionally and other staff are included in that figure (in addition to those who have the position of 'lecturers') who also perform lecturing functions; that is, senior lecturers, lecturers, professors, associate professors / readers. I also advise that no post-graduate students are currently employed in lecturer positions by the Faculty of Law (note that this excludes adjunct lecturers and tutors).

In response to part 1(c) of your request, the University Council voted to increase student fees in September 2016, to apply from the start of the 2017 academic year. The University has reviewed the same period for 2016 in order to compare the 2017 figure given above. As at 30 June 2016, the total lecturer remuneration spend remained unchanged.

Please also note that Faculty staffing is more likely to be driven by strategy or research and/or teaching gaps than by any direct link to income received from student fees.

In response to the second part of your request, I advise that while the instance you refer to is not specifically addressed in Victoria policies, it (and all instances of suspected plagiarism) are dealt with under the Student Conduct Statute (refer to section 3.3 of the Victoria Assessment Handbook: <http://www.victoria.ac.nz/documents/policy/staff-policy/assessment-handbook.pdf>).

The Student Conduct Statute definition of Academic Misconduct is not limited to plagiarism, it also includes other conduct including "*dishonest or misleading conduct, including collusion, in connection with any assessment...*", see section 5.2: <http://www.victoria.ac.nz/documents/policy/student-policy/student-conduct-statute.pdf>

I also advise that two Victoria students at the Law Faculty have been subject to disciplinary procedures relating to tracked changes in submitted assignments. However the details of these investigations, and identities of these students is withheld under section 9(2)(a) of the Official Information Act 1982 ("the Act"), as this is necessary to protect the privacy of natural persons.

In response to the third part of your request, the pay rates of all tutors employed by Victoria across all faculties are set by the collective agreement ("CEA"). The CEA currently in force provides (at section B.2):

"B.2.1.1 Undergraduate: From 1.11.16 \$18.75 - \$22.44 per hour

Graduate: From 1.11.16 \$21.17 – \$26.68 per hour."

Guidelines issued to guide faculties in setting tutor pay rates can be read at: <https://www.victoria.ac.nz/staff/human-resources/agreements/tutors-and-other-teaching-and-research-support-staff/appointment-of-tutors-and-other-teaching-staff-and-research-support-staff-guidelines.pdf>

You have a right, under section 28(3) of the Act, to make a complaint to the Ombudsman about the decision to withhold some information in this letter.

Yours sincerely



Mark Hickford
Dean of Law Faculty