

PART B – CASUAL SALARY RATES

Introduction

1. A casual academic employee will be paid for all hours worked in accordance with this Schedule, as directed by their supervisor, provided that if the employee believes that they will not be able to complete the assigned work within the allocated time, the employee shall bring this to the attention of their supervisor as soon as possible.
2. A casual academic employee must be engaged and paid for at least two (2) hours of work on each occasion they are required to attend work by the University, inclusive of any incorporated time and payment for preparation or associated working time provided in paragraph 9. Supervisors and casual academic employees should organise work in such a way that this requirement is met.
3. A casual academic shall not be responsible for supervising other employees, unless the casual employee is a subject convenor or coordinator. However, at no time shall a casual employee be responsible for the performance management of another employee.

Salary Calculations

4. This Schedule sets out the minimum rates paid to casual academic employees.
5. The salary rates for casual employees referred to in this Schedule are calculated by dividing the appropriate full-time salary rate from Schedule I - Part A by 52.178571 divided by thirty-seven and a half (37.5) hours per week and multiplying the result by the casual loading in sub-clause 20.19 of this Agreement. This calculation determines the base rate by which other rates are determined, depending on the nature of activity undertaken and the preparation time involved.
6. The base rate applicable to lecturing or for purposes of the significant marking rate (defined below) shall be determined by reference to the **Second step of the full-time Level B scale**.
7. The base rate applicable to all other duties, including tutoring rates, not covered by paragraph 9 below shall be determined by reference to the **Second step of the full-time Level A scale**.
8. The base rate applicable where an employee possesses a relevant doctoral qualification shall be determined by reference to the **Sixth step of the full-time Level A scale** ("Qual" rates in the Casual Academic Salary Rates table at paragraph 11 below).

Teaching Activities

9. Definitions of teaching activities and their associated working time shall be:

#	Activity	Definition	Associated working hours per hour of delivery
1	Basic Lecture (Lecture)	<p>The Lecture rate is paid for education delivery described as a lecture in a course or subject outline, or in an official timetable issued by the University, or primarily involving subject material being delivered to students.</p> <p>The associated working time includes:</p> <ol style="list-style-type: none">1. familiarisation with existing lectures;2. marking directly associated with the delivery of a lecture. It does not include marking of assignments that are not assessable during the delivery of a lecture;3. administration of relevant student records for which the casual academic is responsible; and4. unscheduled student consultation immediately before or after a lecture.	2
2	Developed Lecture	<p>The Developed Lecture rate is paid where the lecturer assumes significant responsibility for planning and developing a subject or a large part of a subject as well as</p>	3

#	Activity	Definition	Associated working hours per hour of delivery
		lecturing or where a lecture or small group of lectures calls for special expertise.	
3	Specialised Lecture	The Specialised Lecture rate is paid where the lecture material requires a high degree of specialised expertise in a specific area. Specialised lecture rate is normally reserved for visiting experts delivering a single or small number of specialised lectures.	4
4	Tutorial	<p>The Tutorial rate is paid for education delivery described as a tutorial in a course or subject outline, or in an official timetable issued by the University, or primarily involving a supplementary form of educational delivery where matters already covered elsewhere in a subject are discussed, clarified or elaborated. A tutorial is conducted in a small group to enable effective student participation.</p> <p>The associated working time includes:</p> <ol style="list-style-type: none"> 1. familiarisation with existing tutorial materials; 2. marking directly associated with the delivery of a tutorial such as a tutorial presentation or participation. It does not include marking of assignments that are not assessable during the delivery of a tutorial; 3. administration of relevant student records for which the casual academic is responsible; and 4. unscheduled student consultation immediately before or after a tutorial. 	2
5	Repeat Lecture Repeat Tutorial	<p>Repeat rates are paid for a second (2nd) or subsequent delivery of substantially the same lecture or tutorial in the same subject matter within a period of seven (7) days and any unscheduled student consultation immediately before or after a lecture or tutorial.</p> <p>Subject material re-delivered after seven (7) days will be payable at the original lecture or tutorial rate applicable.</p>	1
6	Clinical Education (normal preparation required)	<p>The Clinical Education (normal preparation) rate is paid for any education delivery in a clinical setting involving students working with humans or animals under the supervision of an appropriate academic, where:</p> <ol style="list-style-type: none"> 1. advanced clinical teaching skills are required; or 2. assessment skills for complex evaluation of student learning are required; or 3. student contact outside of direct clinical teaching is required. 	1
7	Clinical Education (little preparation required)	<p>The Clinical Education (little preparation) rate is paid for any education delivery in a clinical setting involving students working with humans or animals under the supervision of an appropriate academic, where:</p> <ol style="list-style-type: none"> 1. there is minimal preparation for contact periods; and 2. minimal student assessment requirements; and 3. no student contact outside of direct clinical teaching is required. 	0.5

#	Activity	Definition	Associated working hours per hour of delivery
8	Seminar	A Seminar shall mean a single education delivery activity that combines lecture and tutorial content and will be paid at the Lecture rate.	2
9	Standard Marking	The Standard Marking rate is paid for routine marking of student assignments, essays, short answer and multiple choice examinations, conducted outside of education delivery hours.	0
10	Significant Marking	The Significant Marking rate is paid for marking as a supervising examiner, or at honours level or above, or marking requiring a significant exercise of judgement appropriate to an employee at Level B status and conducted outside of education delivery hours.	0
11	Other Required Academic Activity	<p>The Other Required Academic Activity rate is paid for, but is not limited to, the following activities:</p> <ol style="list-style-type: none"> the conduct of: <ol style="list-style-type: none"> practical classes – laboratory based; demonstrations - where students observe an appropriate academic employee demonstrating subject material; student field excursions - where an academic employee supervises students on excursion and does not deliver any subject material; the conduct of clinical sessions other than clinical education; the conduct of performance and visual art studio sessions; musical coaching, repititeurship, and musical accompanying other than with special educational service; basic subject updating or set-up activities such as: setting up subject forums, Learning Management System and Turnitin sites; revising assessment tasks and rubrics; timetable adjustments; textbook ordering; liaising with relevant staff; updating and quality assuring subject outlines; small editorial updates to learning materials and sites; consultation with students; undergraduate student and honours supervision; attendance at school and/or faculty meetings as required; marking preparation, which may be agreed where assessment design requires markers to undertake significant specialised preparatory work. <p>This list is not intended to be exhaustive but is provided by way of examples and guidance.</p>	0
12	Other Specialised Academic Activity	<p>The Other Specialised Academic Activity rate is paid for any academic work that an employee is required to perform for the University that involves higher-level academic complexity/skill and is not described in Row 11 above, such as:</p> <ol style="list-style-type: none"> subject coordination activities (including, but not limited to, subject convening and/or coordinating, responsibility for simultaneous multiple-mode or multi- 	0

#	Activity	Definition	Associated working hours per hour of delivery
		campus offerings of a subject, responsibility for staff supervision/coordination); 2. new subject development or revisions to subject content (including lectures for new subjects); 3. HDR student supervision.	
13	Musical Accompanying	The Musical Accompanying rate is paid for the provision of musical accompaniment to one (1) or more students or employees in the course of teaching by another employee in circumstances where the accompanist deploys educational expertise in repertoire development or expression for student concert or examination purposes, but does not include concert accompanying, vocal coaching or musical directing.	1

10. For clarity, compensation for all associated working time worked by a casual academic employee is included the rates of pay prescribed in this Schedule I, Part B.

Casual Academic Salary Rates

11. The casual academic rates for the following teaching activities will be:

Code for administrative purposes only	Description	Base Rate	To be paid in accordance with Clause 12		
			4.5%	3.2%	3.0%
		22/07/2022	13/10/2023	11/10/2024	4/07/2025
Prefix, followed by:		\$	\$	\$	\$
150	Standard Marking	48.62	50.81	52.44	54.01
155	Standard Marking (Qual)	58.02	60.63	62.57	64.45
160	Significant Marking	67.90	70.96	73.23	75.42
165	Significant Marking (Qual)	67.90	70.96	73.23	75.42
170	Other Academic Activity	48.62	50.81	52.44	54.01
175	Other Academic Activity (Qual)	58.02	60.63	62.57	64.45
180	Other Specialised Acad Activity	72.94	76.22	78.66	81.02
185	Other Specialised Acad Activity (Qual)	87.03	90.95	93.86	96.67
190	Repeat Tutorial	97.25	101.63	104.88	108.03
195	Repeat Tutorial (Qual)	116.05	121.26	125.14	128.90
200	Tutorial	145.88	152.44	157.32	162.04
205	Tutorial (Qual)	174.06	181.89	187.72	193.35
230	Repeat Lecture	135.80	141.91	146.45	150.85
240	Basic Lecture	203.70	212.87	219.68	226.27
250	Developed Lecture	271.60	283.82	292.91	301.69
260	Specialised Lecture	339.51	354.78	366.13	377.12
274	Clinical Educator Min	72.94	76.22	78.66	81.02
278	Clinical Educator Max	97.25	101.63	104.88	108.03

Code for administrative purposes only		Base Rate	To be paid in accordance with Clause 12		
			4.5%	3.2%	3.0%
		22/07/2022	13/10/2023	11/10/2024	4/07/2025
	Prefix, followed by:	\$	\$	\$	\$
Description					
284	Clinical Educator Min (Qual)	87.03	90.95	93.86	96.67
288	Clinical Educator Max (Qual)	116.05	121.26	125.14	128.90
290	Accompanist	97.25	101.63	104.88	108.03
295	Accompanist (Qual)	116.05	121.26	125.14	128.90

12.Nothing in this Agreement shall prevent the University from paying a higher rate for a particular activity.