



Faculty of Science

Proposal for Change

Change Sponsor: **Troy Farrell**
Executive Dean, Faculty of Science

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1 Introduction

This *Proposal for Change* (**Proposal**) outlines the rationale for organisational structure changes specific to QUT's Faculty of Science (**FoS**).

In particular, this Proposal outlines:

- The background and rationale for change;
- A proposed new organisational structure;
- Proposed workforce impacts;
- Approach to transitioning staff to the proposed new structure; and
- Approach to engaging, consulting and supporting staff throughout the change process.

Following consultation on this Proposal, should it be determined that organisational change is still required, a Change Management and Implementation Plan (**CMIP**) will be released.

2 Background and Rationale for Change

The Faculty of Science is dedicated to advancing the frontiers of science, mathematics, and information technology, by driving innovation and delivering solutions to complex, real-world challenges. It offers distinctive programs across information technology, mathematics, data science, games, and the natural and physical sciences, designed to meet the demand for scientific, technological, and data-driven expertise. Through cutting-edge research and practical learning experiences, the Faculty equips students with the skills and knowledge needed to create meaningful change in an increasingly complex world.

FoS was established in February 2021 and is made up of six (6) individual schools. The Faculty is led by the Executive Dean and the Executive Team, which includes the Deputy Dean, Associate Deans, Heads of School, and the Director of Operations.

The Faculty includes the following Schools:

- School of Biology and Environmental Science
- School of Chemistry and Physics
- School of Computer Science
- School of Earth and Atmospheric Sciences
- School of Information Systems
- School of Mathematical Sciences

The Faculty is supported by the following Research Centres:

- Centre for Agriculture and the Bioeconomy
- Centre for Data Science
- Centre for Materials Science
- Centre for Environment and Society
- Energy Transition Centre

The current organisational structure is available in Appendix 1. Each of the six (6) Schools vary considerably in size and complexity and have a Head of School who reports to the Executive Dean, and an administrative support team. Each School is also supported by academic leadership positions.

This proposal outlines responses to a number of drivers for change. These include changes in domestic and international student numbers, financial pressures, and a need to increase operational efficiency with careful consideration given to minimising disruption and maintaining the quality and accessibility of services provided to both students and staff. This Proposal is specific to the ongoing and fixed-term positions of the Faculty although it is acknowledged that, given the nature of academic work, there may be impacts on sessional and casual appointments from the Proposal.

2.1 Domestic and International Student Numbers and Research Income

As highlighted in the recent *Australian Science: Australia's Future* Report by the Australian Academy

of Science, despite clear needs for a scientifically literate and numerate workforce, domestic student enrolments in the natural and physical sciences and in mathematics have not returned to pre-pandemic levels. Mirroring this national trend, commencing domestic enrolments at QUT in Science and Mathematics have been trending downwards over the last 3 years. Domestic commencing enrolments in Data Science have also been lower than anticipated. Whilst commencing domestic enrolments in Information Technology, representing our largest enrolment course have been flat over this time, the most recent data are now also showing a decline.

In the Faculty, the trends in domestic student course load have been offset through increases in international student enrolments in Information Technology and Data Science. However, during the past two years there has been significant disruption in the international student sector brought about mainly by changes in government policy, including student caps. This has resulted in a forecast growth in commencing international student enrolments in 2026 of just 1% for the Faculty. A more worrying trend however, is a significant increase over the last two years of commencing international students who do not progress beyond their first semester of study.

The Faculty has attained excellent year-on-year growth in external research funding, which is a great achievement and testament to the high-quality, relevance, and impact of our researchers, however, taking this into account does not offset the challenges associated with the above picture of course load and the year-on-year increase in operating costs of the Faculty and decreased student revenue.

2.2 Financial Pressures

The above outcomes have brought considerable pressure to the Faculty and point to significant risks for its ongoing financial sustainability. Despite attempts over the last couple of years to do so, these stresses will not be addressed by aiming for increased revenue into the Faculty alone. The Faculty has also done considerable work over the last two years to address the sustainability of its learning and teaching by examining low enrolment courses. Furthermore, the Faculty has looked to manage costs through natural attrition, with reductions in ongoing FTE by not replacing vacant positions.

Whilst this work has been important and will be ongoing, the Faculty needs to consider costs across all schools with an emphasis on the lower operating margin schools in the natural and physical sciences. Furthermore, this needs to be done in a way that ensures that the Faculty can continue to provide outstanding and authentic student learning experiences across its courses and continues to be at the forefront of world-leading, high-quality, and innovative research.

2.3 Design Principles

This proposal aims to streamline the structure of the Faculty by consolidating school-level costs and identifying efficiencies, while continuing to deliver high-quality learning and teaching and impactful research.

It reinforces the Faculty's ongoing commitment to its core academic disciplines, natural and physical sciences, mathematics, information technology, and data science.

The proposed structure is designed to strengthen support for these disciplines by building scale and critical mass, and by fostering a shared culture of collegiality, collaboration, and cross-disciplinary engagement.

Importantly, the design takes a future-focused approach, addressing potential risks arising from ongoing sector-wide challenges and changes, while positioning the Faculty to seize emerging opportunities. This will be done with care to minimise disruption to current strengths and preserve the Faculty's capacity to deliver excellence.

3 Proposed New Organisational Structure and Workforce Impacts

To proactively address financial challenges and position the Faculty of Science for long-term sustainability and adaptability, it is proposed to transition to a structure comprising of four (4) Schools with centralised administration for the Faculty, and to reduce the number of academic positions across

the Faculty.

3.1 Proposed Academic School Structures

To move the Faculty to a structure comprising of four (4) schools, the university is proposing to disestablish the School of Earth and Atmospheric Science and merge the Schools of Computer Science and Information Systems. The Schools of Mathematical Sciences, Chemistry and Physics and Biology and Environmental Science would continue. This change is designed to enhance resilience and ensure the Faculty remains responsive to evolving environmental and strategic demands.

In consideration of the design principles and to best support the ongoing strategic vision of FoS, the Faculty's proposed structure is:

- Office of the Executive Dean, Faculty of Science;
- Office of the Deputy Dean;
- Faculty Operations;
- School of Biology, Environmental and Earth Sciences;
- School of Chemistry and Physics;
- School of Information and Computer Systems; and
- School of Mathematical Sciences.

The proposed organisational structure is available in Appendix 2.

A full summary of individual positions impacted by this proposal is included in Appendix 3.

It is therefore proposed that:

- Position 0000272107 Head of School, School of Earth and Atmospheric Sciences is discontinued;
- Position 0000272114 Head of School, School of Computer Science is discontinued; and
- Position 0000209020 Head of School, School of Information Systems is discontinued.

3.1.1 School of Biology, Environmental and Earth Sciences

It is proposed to discontinue the School of Earth and Atmospheric Sciences, and that staff with core disciplinary expertise in earth sciences are transitioned into the School of Biology, and Environmental Science (BES). Acknowledging the disciplinary expertise of staff proposed to move into BES, and the importance of highlighting this, it is proposed that the school name would change to School of Biology, Environmental and Earth Sciences (BEES). The Head of School position title would also be retitled to be consistent with the new school name.

There are no proposed changes to reporting lines of the academic staff members in the current School of Biology and Environmental Science.

Information is provided in Appendix 3 Workforce Profile Impacts, regarding the alignment of Earth Scientists to BEES.

3.1.2 School of Chemistry and Physics

It is proposed that staff with core disciplinary expertise in Chemistry and/or Physics, from the disestablished School of Earth and Atmospheric Sciences, are transitioned to the School of Chemistry and Physics. There are no proposed changes to reporting lines of the current academic staff members in the School of Chemistry and Physics.

Information is provided in Appendix 3 Workforce Profile Impacts, regarding the alignment of Chemists and Physicists to the School of Chemistry and Physics.

3.1.3 Proposed new School of Information and Computer Systems

It is proposed that the Schools of Information Systems and Computer Science are merged to create one new School of Information and Computer Systems. All current positions reporting into the Head of School, School of Computer Science and Head of School, School of Information Systems would

transition to report to a new Head of School, Information and Computer Systems position and no other academic staff reporting lines would change.

Information is provided in Appendix 3 Workforce Profile Impacts regarding the proposed alignment of all academic positions to this new school.

Information is provided in section 4.5.4.1 regarding the proposed recruitment to the new Head of School, School of Information and Computer Systems position.

3.2 School Administrative Support

The administrative support structures across the schools are proposed to be realigned to strengthen coordination and collaboration. By aligning the support staff into a single, coordinated team, there is an opportunity to enhance collaboration, improve consistency in service delivery, and ensure more agile support across all schools. This approach will also help streamline communication, while providing opportunities for broader skills and professional development among the school administrative positions.

In order to provide adequate continued administrative support for the proposed four Schools, it is proposed that School Manager and School Executive Assistant positions are centralised into one team. This proposed team structure will allow staff to cross train across schools in order to better support Faculty-wide initiatives, centralizing support and opportunities to adapt more quickly to evolving Faculty and university priorities.

A new Administrative Services Manager (HEW9) position is proposed to lead the team, which would report to the Director of Operations, Faculty of Science. This role would oversee the professional and operational management of the newly formed administrative team, as well as support delivery of accountabilities of the Operations Portfolio. A closed merit recruitment process is proposed to be undertaken for this new HEW9 position with staff holding a substantive School Manager (HEW8) position eligible to apply in the first instance.

The reduction of schools from six (6) to four (4) would have a resultant impact on the composition of the school support positions required. Currently there are six (6) School Manager (HEW8) positions and six (6) School Executive Assistant (HEW5) positions. It is proposed to reduce to four (4) School Manager (HEW8) positions and four (4) School Executive Assistant (HEW5) positions.

Additionally, in recognition of the size and complexity of the administrative and project support undertaken across the Faculty, a new Administration Officer (HEW5) position is proposed. The position would provide administrative support for wider Faculty initiatives and projects, as well as backup for schools and Faculty administration positions. During the consultation period, current School Executive Assistants (HEW5) are invited to express an interest in transitioning into this new Administration Officer (HEW5) position. Following consultation and in accordance with Clause 17 of the Enterprise Agreement, a decision will be made by the university about which staff member will transition to each HEW5 position in the new structure.

Therefore, this centralised team is proposed to be made up of

- A new position Administrative Services Manager (HEW9) supervising:
 - Four (4) School Manager positions (HEW8);
 - Four (4) School Executive Assistant positions (HEW5); and
 - A new position, Administration Officer (HEW5).

The reduction of positions is proposed to be managed through a Job Group process:

- School Manager (HEW8) from six (6) positions to four (4) positions (Job Group A); and
- School Executive Assistant (HEW5) from six (6) positions to five (5) positions (Job Group B).

Further details in relation to the Job Group process is outlined in section 4.5.5. A detailed analysis has been undertaken of the workload implications for key responsibilities of the positions proposed as no longer required from within the Job Groups. This is outlined in Appendix 4.

A full summary of positions impacted by this proposal is included in Appendix 3.

The proposed organisational structure is available in Appendix 2.2.

3.3 Proposed Reduction of Academic Staff

To proactively address financial challenges and position the Faculty of Science for long-term sustainability and adaptability the Faculty is seeking a total reduction of 18 full-time equivalent (FTE) academic staff positions from the current Schools of Biology and Environmental Science, Chemistry and Physics, Earth and Atmospheric Sciences, Information Systems, and Computer Science, who are employed under the *QUT Enterprise Agreement (Academic Staff) 2022-2025* on an ongoing basis (full-time or part-time) who meet the criteria outlined in Section 3.3.1 Eligibility (**Eligible Academic Staff**).

The redundancy provisions in the Enterprise Agreement would be applied with a call for a Voluntary Redundancy (clause 46.2) and, if required, an Involuntary Redundancy process (clause 46.3).

After a call for voluntary redundancies (VR), applications would be accepted from Eligible Academic Staff up to the maximum school cap outlined in section 3.3.2. If applications for VR exceed the number of positions available per school, approval of VR would be determined based on staff with the longest continuous ongoing and fixed-term service at QUT until the required reduction in academic staff has been achieved. Should the voluntary redundancy process not achieve the desired FTE reduction per school, an involuntary process may follow. If an involuntary redundancy process is required to meet the total FTE reduction proposed by the Faculty, the decision would be based on Eligible Academic Staff and determined based on the longest length of continuous ongoing and fixed-term service until the required FTE reduction has been achieved.

3.3.1 Eligibility

Eligible staff are proposed to be academic employees employed in the current School of Biology and Environmental Science, School of Chemistry and Physics, School of Earth and Atmospheric Sciences, School of Information Systems and School of Computer Science, who are currently employed under the *Academic Enterprise Agreement* on an ongoing basis (full-time or part-time) who meet the following criteria (**Eligible Academic Staff**):

- A minimum of five (5) completed years' of ongoing and fixed term continuous service (as of 6 November 2025);
- have not formally given notice of their resignation or retirement;
- have not accepted a pre-retirement contract;
- do not have a formal arrangement in place that will result in termination of their employment on a specific date;
- are not concurrently employed on a Senior Staff employment contract for a period greater than 6 months;
- are not currently in a probationary period;
- are not under investigation for misconduct or serious misconduct; and
- are not an excluded staff member (see section 3.3.3 detailed below).

3.3.2 School Caps

It has been determined that the Faculty will seek to reduce academic staff numbers by (18) positions across the below Schools:

Current School	Number of positions
School of Biology and Environmental Sciences	Three (3) positions
School of Chemistry and Physics	Seven (7) positions
School of Earth and Atmospheric Sciences	Three (3) positions
School of Information Systems	Two (2) positions
School of Computer Science	Three (3) positions

If applications for VR from Eligible Academic Staff exceed the number of positions available in any of the above schools, consideration will be given to increasing the number of VR's available in that school provided that the number of VRs from Eligible Academic Staff from the Faculty do not exceed 18.

3.3.2.1 School Caps: School of Mathematical Science

As noted earlier, in recent years the Faculty has looked to manage both the declining number of students and managing costs through natural attrition of staff, in which vacant ongoing positions are not replaced. The School of Mathematical Sciences had five (5) ongoing staff resign across 2024 and early 2025. This represents a significant and recent net reduction in ongoing FTE within the School and therefore the Faculty is not proposing further reductions through redundancy processes in this school.

3.3.3 Excluded Staff Members

In setting exclusion criteria, the Faculty has attempted to balance financial implications relative to length of service, noting that early to mid-career academics may not yet be in a career trajectory that enables them to transition easily into alternative employment. As such, exclusion criteria have been applied to safeguard the long-term sustainability of the academic workforce and retain critical capability. These criteria also reflect the Faculty's commitment to equity, workforce planning, and minimising unintended consequences that could arise from the loss of emerging talent or strategically important roles.

The following are proposed to be excluded from voluntary redundancy or involuntary redundancy:

- Staff members on current externally funded research fellowships
- Staff employed in Research Infrastructure
- Members of Faculty of Science Executive who are eligible under the criteria in Section 3.3.1
- Staff with a Learning & Teaching workload allocation greater than or equal to 60% (of their FTE) as of Semester 2, 2025
- Staff whose average Higher Education Research Data Collection (HERDC) income (2023–YTD AUG 2025), normalised to a 0.4 FTE research workload, meets or exceeds the school-specific threshold (see table below), based on median and mean benchmarks for staff with non-zero research workload in FY25.

Current School	Average Normalised Research Income (2023 – YTD AUG 2025) (AUD)
School of Biology and Environmental Sciences	>= \$ 200,000
School of Chemistry and Physics	>= \$ 90,000
School of Earth and Atmospheric Sciences	>= \$ 90,000
School of Information Systems	>= \$ 30,000
School of Computer Science	>= \$ 30,000

4 Proposed Implementation

4.1 Timing

If the decision is made to proceed with the proposed changes, it is intended that the new organisational structure will commence operating from **1 January 2026**.

If the change proceeds, a communications plan informing and engaging with our key stakeholders and clients will be developed.

4.2 Academic Leadership Roles

In addition to the respective Head of School positions, and exclusive of FoS Executive leadership roles, there are currently a number of academic leadership positions across the Faculty for which holders receive a workload allocation. In addition to ensuring the effective management of the Faculty, these provide valuable opportunities for professional development.

If the changes proceed, it is intended that Academic Lead roles will be reviewed within the Schools of Biology, Environmental and Earth Sciences, Chemistry and Physics, and Information and Computer Systems, by end of Semester 1, 2026 to better reflect the mix of disciplines and the size and complexity of these Schools. Expressions of interest for the reviewed roles will be undertaken by the end of

Semester 1, 2026.

There are no proposed changes to remaining academic leadership positions at this time, however, holders of these roles may change depending on staff availability and workload considerations.

4.3 Policy Requirements

Under MOPP Organisational Structure Policy, the Vice-Chancellor and President:

- Establishes and closes schools (including graduate schools within a Faculty), centres and other organisational units for academic and academic support purposes; and
- Approves the professional organisational structure of the university.

The Vice-Chancellor and President has provided approval for consultation to occur for the proposed changes to the School and professional staff structures within the Faculty of Science. If the outcome of the consultation process is that it is determined to proceed with the proposed changes, the Vice-Chancellor and President will be requested to formally consider and approve the proposed changes.

4.4 TIEA Recruitment

Teaching Intensive Employment Arrangement (TIEA) positions have recently been advertised across the university, including for the Faculty of Science. The Faculty has determined to pause the recruitment process pending the period of consultation and final decision regarding this Proposal for Change. The intention of this pause is to minimise the number of redundancies required.

4.5 Transition Principles

The university is committed to maximising the job security of all staff, where possible. Should it be determined that, following consultation on this Proposal, change is required, the principles outlined below are proposed to meet this commitment to job security and to mitigate the impact of the proposal on affected staff.

In preparing this Proposal the university has considered measures to avoid redundancy including retraining and redeployment, voluntary flexible working arrangements, consideration of job swap arrangements and voluntary redundancy.

4.5.1 Minimise proposed redundancies

The university is conscious of the impact on relevant staff of any proposed redundancy and has taken measures to minimise the number of proposed redundancies. These measures include:

- Directly transferring staff into roles
- Restructuring teams; and
- Providing training and support for staff who may have new duties proposed.

The university is also committed to reviewing vacancies as they arise in the future to determine if positions can be reduced by natural attrition therefore minimising the need for any future redundancies. This reduction may result in the requirement for some reporting line changes for remaining positions in the future.

The university has also undertaken a detailed analysis so that the proposed job reductions do not increase the average workload of organisational units and that the job losses are genuine redundancies (see Appendix 4).

4.5.2 Ongoing staff (including ongoing staff on leave)

Academic and Professional ongoing staff will be considered in their substantive position at their substantive classification level.

For staff members who have a substantive position that is proposed to be discontinued but who are currently on secondment or on a concurrent fixed-term contract (and who do not secure a new role in the structure), any Redundancy Date or Redeployment Date will be the date their secondment or

concurrent fixed-term contract ends. There will be no further extension to the secondment or concurrent fixed-term contract.

4.5.3 Continuation in positions where possible

Ongoing staff whose positions are not affected (because there is no substantial change to their roles) will continue in their substantive roles, notwithstanding that they may have a different reporting structure or change their duties consistent with their classification level.

To maximise job security, and where possible, it is proposed that ongoing staff be transitioned into substantially similar roles in the new model at their current substantive classification level. Staff who, in the new service model, will be performing any new duties (appropriate for the classification level) will, where appropriate, receive training, instruction, and ongoing development for such tasks.

There are current ongoing staff whose roles are not proposed to transfer to the new structure and are therefore proposed to be discontinued. Those staff may choose not to apply for new positions.

4.5.4 Recruitment and selection processes

4.5.4.1 Head of School, School of Information and Computer Systems

Given the priority to provide leadership for the new School of Information and Computer Systems, recruitment to the Head of School position is proposed to commence immediately following the Change Management and Implementation Plan, if change proceeds. Recruitment will be undertaken in accordance with QUT's current approvals process.

4.5.4.2 Administrative Services Manager

If the proposed change proceeds after consultation, the recruitment processes for the new Administrative Services Manager (HEW9) would commence immediately after the release of the CMIP. The preferencing for application and consideration to the new role will be as follows:

Phase 1	All ongoing staff who substantively hold a School Manager (HEW8) position in the Faculty of Science will have first preference to be considered for the position.
Phase 2	If a suitable candidate from Phase 1 is not identified, all impacted professional staff within the FoS with a position proposed to be no longer required would have preference to be considered in the new position.
Phase 3	If a suitable candidate from Phase 2 is not identified, the unfilled position will be available for current QUT internal applicants. In support of our strategic priority of Indigenous Australian success, Aboriginal Australians and Torres Strait Islander people who are not QUT staff are also eligible and encouraged to apply.
Phase 4	If a suitable candidate from Phase 3 is not identified, the unfilled position will be advertised externally, subject to relevant approvals processes.

To reduce unnecessary delay in filling positions it is proposed that Phase 2 and Phase 3 occur concurrently. The Human Resource Department will monitor all applications for each vacancy. If the eligible staff member for Phase 1 applies for a new role, the HR Department will not provide the selection panel with any Phase 3 applicants until the consideration of the Phase 2 applicant has concluded.

Redundancies will therefore only be undertaken if required.

Membership of selection panels and selection processes will be advised to shortlisted candidates prior to interview.

The draft Position Description is located in Appendix 5.

4.5.5 Professional Staff Job Group Reduction Approach

4.5.5.1 Professional Job Groups Defined

A job group is formed if there is an organisational requirement to reduce the total number of ongoing staff undertaking the same or similar functions. The following principles have been developed to determine the composition of the job group outlined in this Proposal:

1. To maintain corporate knowledge and service delivery, the job group will be restricted to ongoing staff in the local area who are undertaking the same or similar duties.
2. A job group will only consist of ongoing staff at the same substantive classification level.
3. Ongoing Indigenous Australian staff who are part of a job group will be automatically allocated to a substantive ongoing role in the job group.

As a result of the proposed changes to the structure of the Faculty, it is proposed that the current ongoing occupants of the following positions would be part of Job Groups:

- **Job Group A:** School Manager (HEW8) from six (6) positions to four (4) positions;
 - Positions 0000272090, 0000272091, 0000208807, 0000275927, 0000208809 and 0000030041 School Manager;
- **Job Group B:** School Executive Assistant (HEW5) from six (6) positions to five (5) positions:
 - Positions 0000070100, 0000060001, 0000275856, 0000275859, 0000060001 and 0000120293 School Executive Assistant.

4.5.5.2 Application for new positions

It is noted that staff in the Job Groups may be interested in new positions in the structure or elsewhere in the university which are proposed to be advertised concurrently with the call for applications for voluntary redundancy. If a staff member were to be successful in the new position/s, they would no longer be eligible for redundancy entitlements, and there may not be a requirement to reduce the Job Group/s.

4.5.5.3 Professional Voluntary Redundancy

The redundancy provisions in the *QUT Enterprise Agreement (Professional Staff) 2022-2025*, may be applied with a call for Voluntary Redundancy (clause 56.2) and, if required, an Involuntary Redundancy process (clause 56.3). The objective criteria that will be used to determine redundancy (Voluntary, and if required, Involuntary) will be length of continuous service in an ongoing, and if relevant fixed-term, capacity.

Once the change decision is announced, the Provost would write to staff eligible to apply for voluntary redundancy and staff will have 20 working days in which to apply should they wish. After a call for voluntary redundancies, applications would be accepted from those staff who apply with the longest continuous ongoing and if relevant fixed-term service at QUT until the required reduction in professional staff has been achieved.

If a position is determined to be redundant, any application by a staff member for voluntary redundancy will be approved by the Provost who is the relevant delegate under the *Enterprise Agreement (Professional Staff) 2022-2025* in relation to redundancy decisions.

4.5.5.4 Professional Involuntary Redundancy

Should recruitment processes, and the voluntary redundancy process not achieve the required FTE reduction, an involuntary process would follow. If an involuntary redundancy process is required, the decision would be based on the longest length of continuous ongoing, and if relevant fixed-term, service until the required FTE reduction has been achieved.

In the event that their position has been identified to be surplus, the university will hold discussions with the staff member (and the staff representative union if they are a member). The discussion will include:

- the reasons for the position(s) becoming surplus;

- measures to avoid or minimise the redundancies including the feasibility of alternative employment arrangements such as part-time employment and job share; and
- measures to mitigate any adverse effects on the staff member.

Following these discussions and investigation of alternative employment arrangements, the staff member will be notified of the outcome. If the outcome is that the position the staff member occupies is surplus to the university's requirements they will be advised in writing that they may elect one of the following options, as outlined within the Enterprise Agreement:

- Agree to the involuntary redundancy and consult with the Provost as soon as possible to determine the date of termination of employment;
- Seek redeployment in accordance with the university's Redeployment policy; or
- Seek a review of the decision that the position is redundant.

4.5.5.5 Professional Redundancy Date

The proposed date of any voluntary redundancy (**Redundancy Date**) would be 31 December 2025. Similarly, if any staff member elects redeployment, the three (3) month redeployment period would also commence from 1 January 2026 (**Redeployment Date**).

Therefore, where a staff member's application for voluntary redundancy is approved they would separate from the university's employment on 31 December 2025 unless another date is determined by mutual agreement.

Staff identified for involuntary redundancy would determine the date of termination of employment in discussion with the Provost.

4.5.5.6 Professional Redundancy Entitlements and Conditions

If the staff member's employment with QUT terminates for any reason (e.g. resignation or dismissal) prior to the Redundancy Date or within three (3) months of their Redeployment Date, they will not be entitled to any redundancy payment or benefit.

A staff member whose position is being discontinued can apply for any other position/s at QUT. Where the staff member is appointed to an ongoing position either before the Redundancy Date or within three (3) months of the Redeployment Date they will not be entitled to any redundancy payment or benefit.

Staff who are proposed to be redundant will be able to obtain a copy of a redundancy quotation at this time by contacting Amy Brutton, Associate Director, HR Projects at hrchangeteam@qut.edu.au.

A staff member who accepts a redundancy, or is made redundant, will not be eligible for ongoing, fixed-term or casual/sessional employment for a period of twelve (12) months from the date of separation. For further information see the university's policy [Re-engagement following redundancy or early retirement](#).

The entitlements for voluntary and involuntary redundancy for ongoing staff outlined in the Professional Enterprise Agreement are:

VOLUNTARY REDUNDANCY	INVOLUNTARY REDUNDANCY
A lump sum of 18 weeks' salary plus two (2) weeks' salary for each completed year of continuous ongoing and fixed-term service and an additional payment of eight (8) weeks' salary.	A lump sum of 18 weeks' salary plus two (2) week's salary for each completed year of continuous ongoing and fixed-term service.
Ongoing staff members with eligible prior QUT casual service (as per subclause 56.5.5 (d)): An additional payment of one (1) weeks' salary.	Ongoing staff members with eligible prior QUT casual service (as per subclause 56.5.5(d)): An additional payment of one (1) weeks' salary
The total amount will be capped at 74 weeks.	The total amount will be capped at 74 weeks.

4.5.6 Academic Staff: Redundancy Process

4.5.6.1 Academic Voluntary Redundancy

To proactively address the issues outlined above and to position the Faculty of Science for long-term sustainability and adaptability the Faculty is seeking a total reduction of 18 full-time equivalent (FTE) academic staff positions.

The redundancy provisions in the *QUT Enterprise Agreement (Academic Staff) 2022-2025*, would be applied with a call for Voluntary Redundancy (clause 56.2) and, if required, an Involuntary Redundancy process (clause 56.3). Section 3.3 outlines the eligibility criteria and proposes that the objective criteria that will be used to determine redundancy (Voluntary, and if required, Involuntary) will be length of continuous service in an ongoing, and if relevant fixed term, capacity.

Should the change proceed as outlined above, the Provost would write to staff eligible to apply for voluntary redundancy and staff will have 20 working days in which to apply. After a call for voluntary redundancies, applications would be accepted from those staff who apply with the longest continuous ongoing, and if relevant fixed-term, service at QUT until the required reduction in academic staff has been achieved.

4.5.6.2 Academic Involuntary Redundancy

Should the voluntary redundancy process and any natural attrition not achieve the required FTE reduction, an involuntary process would follow. If an involuntary redundancy process is required, the decision would be based on the longest length of continuous ongoing, and if relevant fixed-term, service of Eligible Academic Staff, until the required FTE reduction has been achieved.

In the event that their position has been identified to be surplus, the university will hold discussions with the staff member (and the staff representative union if they are a member). The discussion will include:

- the reasons for the position(s) becoming surplus;
- measures to avoid or minimise the redundancies including the feasibility of alternative employment arrangements such as part-time employment and job share; and
- measures to mitigate any adverse effects on the staff member.

Following these discussions and investigation of alternative employment arrangements, the staff member will be notified of the outcome. If the outcome is that the position the staff member occupies is surplus to the university's requirements they will be advised in writing that they may elect one of the following options, as outlined within the Enterprise Agreement:

- Agree to an involuntary redundancy;
- Seek redeployment in accordance with the university's Redeployment policy; or
- Seek a review of the decision that the position is redundant.

4.5.6.3 Redundancy Date

The proposed date of any voluntary redundancy (**Redundancy Date**) will be 31 December 2025. Similarly, if any academic staff member elects redeployment, the six (6) month redeployment period will also commence from 1 January 2026 (**Redeployment Date**).

Therefore, where a staff member's application for voluntary redundancy is approved they will separate from the university's employment on 31 December 2025 unless another date is determined by mutual agreement.

Staff identified for involuntary redundancy would determine the date of termination of employment in discussion with the Provost.

4.5.6.4 Academic Redundancy Entitlements and Conditions

If the staff member's employment with QUT terminates for any reason (e.g. resignation or dismissal) prior to the Redundancy Date or within six (6) months of their Redeployment Date, they will not be entitled to any redundancy payment or benefit.

A staff member whose position is being discontinued can apply for any other position/s at QUT. Where the staff member is appointed to an ongoing position either before the Redundancy Date or within six (6) months of the Redeployment Date they will not be entitled to any redundancy payment or benefit.

Staff who are proposed to be redundant will be able to obtain a copy of a redundancy estimate at this time by contacting Amy Brutton, Associate Director, HR Projects at hrchangeteam@qut.edu.au.

A staff member who accepts a redundancy, or is made redundant, will not be eligible for ongoing, fixed-term or casual/sessional employment for a period of twelve (12) months from the date of separation. For further information see the university's policy [Re-engagement following redundancy or early retirement](#).

The entitlements for voluntary and involuntary redundancy for ongoing staff outlined in the Academic Enterprise Agreement are:

VOLUNTARY REDUNDANCY	INVOLUNTARY REDUNDANCY
A lump sum of 30 weeks' salary plus two (2) weeks' salary for each completed year of continuous ongoing and fixed-term service up to five (5) years, plus three (3) weeks' salary for each completed year of continuous ongoing and fixed-term service from six (6) to fifteen (15) years plus two (2) weeks' salary for each completed year of continuous ongoing and fixed-term service of sixteen (16) years or more, and an additional payment of eight (8) weeks' salary.	A lump sum of 30 weeks' salary plus two (2) weeks' salary for each completed year of continuous ongoing and fixed-term service up to five (5) years, plus three (3) weeks' salary for each completed year of continuous ongoing and fixed-term service from six (6) to fifteen (15) years plus two (2) weeks' salary for each completed year of continuous ongoing and fixed-term service of sixteen (16) years or more
Ongoing and fixed-term staff members with eligible prior QUT sessional service (as per subclause 46.5.5 (d)): An additional payment of one (1) weeks' salary.	Ongoing and fixed-term staff members with eligible prior QUT sessional service (as per subclause 46.5.5(d)): An additional payment of one (1) weeks' salary
The total amount will be capped at 78 weeks.	The total amount will be capped at 78 weeks.

4.5.7 Redeployment

A staff member whose role is discontinued may elect to seek redeployment in accordance with the university's Redeployment policy. If any staff member elects redeployment, the six (6) month academic staff redeployment search period or three (3) month professional staff redeployment search period will commence from the date the staff member elects redeployment (**Redeployment Date**).

Where a staff member elects redeployment and a suitable position cannot be located during the redeployment search period, the staff member's employment will cease at the conclusion of the redeployment search period and entitlements will be paid in accordance with the involuntary redundancy provisions of the relevant Enterprise Agreement less the salary paid during the redeployment search period.

4.5.8 Fixed-term contracts

The current contracts of all fixed-term staff are proposed to be honoured.

Those staff on fixed-term contracts extending beyond the proposed establishment date of the new structure who do not gain a new position will continue for the remainder of their contract. This may include some modifications to reporting lines and minor changes to duties undertaken, consistent with

the current classification level of the position.

Any decision to renew or not to renew a fixed-term contract will be made by the appropriate authorising officer and in accordance with the relevant Enterprise Agreement.

In accordance with the relevant Enterprise Agreement, the university provide notice for the renewal or non-renewal of fixed term positions.

Severance payments may be payable to fixed-term staff in accordance with the relevant Enterprise Agreement if their contracts are not renewed.

4.5.9 Part-time staff (ongoing and fixed-term)

All part-time working arrangements for staff will be honoured to the current end date of their arrangement. If the proposed changes proceed, staff are encouraged to discuss these arrangements with their new supervisor.

4.5.10 Leave

All existing leave entitlements of staff in affected positions will be unaffected by the proposed changes.

4.5.11 Physical relocation

Should the proposed changes proceed, the Faculty intends to co-locate the newly combined schools within the same building. Further details regarding this relocation will be communicated in due course, as planning progresses throughout the proposed implementation phase.

4.5.12 Knowledge transfer

Knowledge transfer is the process by which knowledge moves from one individual within an organisation to another/others. Where possible and relevant, supervisors/managers will work with staff to develop and implement knowledge transfer strategies and activities for employees leaving or transferring to another area or role within the organisation.

The following strategies may be used:

- Shadowing
- Coaching
- Knowledge repository
- Desktop process and procedure update
- Reference guides
- Paired work
- Mentor networks
- Narrative transfer
- Collaborative tools
- eLearning
- Videos

5 Engaging, Consulting and Supporting Staff

5.1 Engaging and Consulting

The university's aim is to engage with staff throughout the change process as we recognise and value the knowledge and skills our people bring to enhancing the sustainability and performance of QUT's operations. This will be achieved through the sharing of information, encouraging consultation and feedback, and providing opportunities for active participation throughout this process.

The university encourages feedback from staff on the *Proposal for Change*. Staff members and Unions are invited to provide comments or submissions to: mychangefeedback@qut.edu.au by close of business **Wednesday, 29 October 2025**.

Feedback from staff may be shared to enable an appropriate management response either in the change documents or to provide an individual response to that staff member.

All feedback will be considered by the Change Sponsor and will inform the final decision taken by the university.

5.2 Support

5.2.1 Support from Colleagues

QUT acknowledges that people respond to change in different ways and are committed to supporting staff members' health and wellbeing. Below are recommendations for looking after yourself and your colleagues in times of change:

- Seek an appropriate support person to talk to if needed – research shows that the simple act of talking with someone else and sharing your thoughts and emotions can help you make sense of change. It is important to ensure that the person/people you discuss your circumstance with can provide you with confidentiality as well as the capability to support you positively as you make sense of the change.
- Check in with your colleagues, go for a walk at lunch together and encourage each other to maintain healthy habits.
- For more information about a range of support resources, programs and tools through the Health, Safety and Environment team which can be found on the [Digital Workplace](#) or speak with your local Wellness Ambassador.

5.2.2 Support from Supervisors and Leaders

Managers and leaders have an important role to play in supporting staff through change as well as providing regular updates and information wherever possible and appropriate.

You are encouraged to actively engage in discussions with your supervisor about the change or ask questions that you may have about how the proposed change impacts you. Recognising that there will be some ambiguities and/or unknowns for many people including your manager/leader is also important.

The following key contacts are also available for you to seek further information or support through the change process:

Professor Troy Farrell (Change Sponsor)

Executive Dean, Faculty of Science

Phone: (07) 3138 2781

Email: t.farrell@qut.edu.au

Amy Brutton (Change Manager)

Associate Director, HR Projects

Phone: (07) 3138 7391 or 0468 575 670

Email: amy.brutton@qut.edu.au

Katie Killalea (Human Resources)

Principal HR Partner

Phone: 0479 196 201

Email: katie.killalea@qut.edu.au

B Heins (Human Resources)

Senior HR Partner

Phone: 0466 928 314

Email: bridget.heins@qut.edu.au

5.2.3 Employee Assistance Program (EAP) Support

QUT staff and their immediate group members have access to Employee Assistance Program (EAP) support through [Assure Programs](#). Through this program can access support to improve and maintain their wellbeing and assist with managing personal or professional challenges, including through periods of change. Staff who have managerial or leadership responsibilities can also access support and guidance in relation to challenges they may face in their role as a supervisor.

Appointments with a counsellor can be in person, over the phone or through other online options. In-person appointments are offered at several different locations, including at the Kelvin Grove and Gardens Point campuses.

Appointments can be made via [Contact us - Assure Programs](#).

5.2.4 Additional Supports

A range of change supports are available to staff and supervisors experiencing change. This program of work will be coordinated by the Performance, Leadership and Capability team within Human Resources. These may include workshops for supervisors leading self and others through change. Workshops for staff explore navigating, engaging and influencing others. Other resources include FAQ's and self-directed resources, all of which will be accessible and tailored as appropriate to each change proposal.

5.2.5 Staff with Disabilities

Throughout the change process, managers should be aware of any special requirements of staff with disabilities and make reasonable adjustments to meet these needs. This may include, for example, alternative mechanisms for communicating the change or being mindful of access requirements.

Staff who have any comments or concerns about how the change may impact them in respect of a disability should raise these immediately with their supervisor.

5.2.6 Gender Equity and Diversity

The university is committed to achieving fair and equitable outcomes for staff regardless of gender identity or presentation. This Proposal has been reviewed to ensure that, as far as practicable, there are no unintended or disproportionate effects on any gender. Staff who have any comments or concerns about the impact of the proposed change in respect of gender equity may provide feedback during the consultation period or may raise this directly with the Change Manager named below.

5.2.7 Outplacement Support

QUT has partnered with an external provider to provide outplacement services for staff who leave due to redundancy. Outplacement services can assist staff in practical ways to transition from QUT whether that be a new job, starting your own business, or retiring. The external provider will guide staff through a foundation module designed to identify the specific support you want and then tailored assistance and personalised coaching up to a set number of specialised modules.

Further details on the outplacement support will be provided in any *Change Management and Implementation Plan*.

Additionally, if staff would like to access the QUT Employee Assistance Program, this is available for three (3) months following your last day at QUT.

5.2.8 Risk Management

The university is conscious that this Proposal for Change could have an impact on the wellbeing of staff members (including from psychosocial hazards) directly or indirectly. Accordingly, a change management risk assessment plan has been developed, and can be found [here](#). This is a living document and feedback is requested, including on hazard identification, control and mitigation strategies.

In addition to the support mechanisms outlined above the university will continue to engage directly impacted staff members to discuss any additional supports or controls that may assist during this process. Any staff member who wishes to seek additional support is encouraged to contact the Change Manager or other contacts listed.

6 Key Stakeholders

Position	Interest in the Project
Professor Troy Farrell Executive Dean, Faculty of Science	Change Sponsor
Amy Brutton Associate Director, HR Projects	Change Manager and HR Support

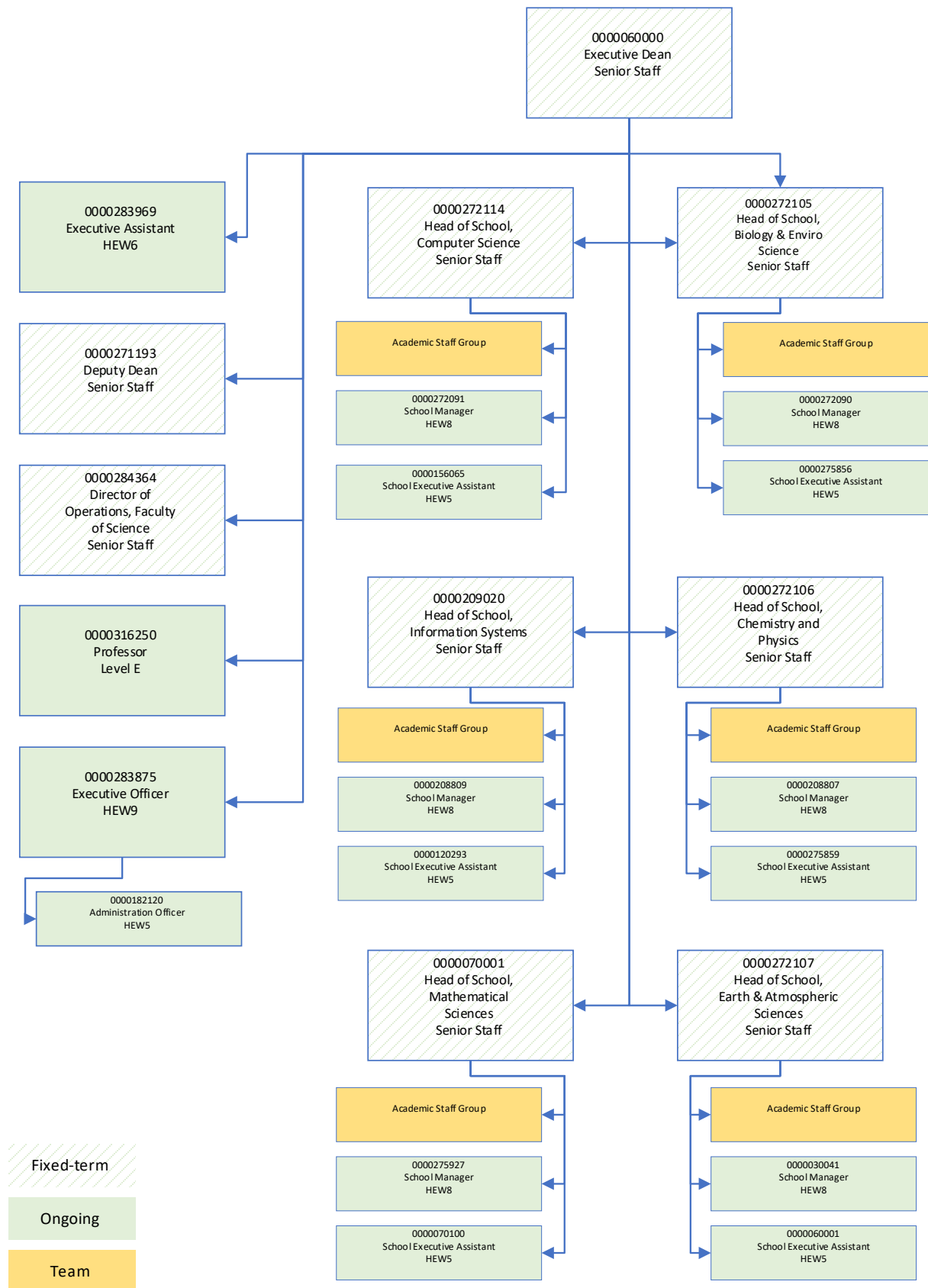
Katie Killalea Principal HR Partner	HR Support
B Heins Senior HR Partner	HR support
All staff whose current roles may be directly impacted by the change	Consultation and feedback
Unions	Consultation and feedback

7 Proposed Timeline

The proposed timeline for consultation on change is as follows:

Timeline	Activity
30 September 2025	Proposal for Change released
29 October 2025	Consultation on Proposal for Change closes
12 November 2025	Change Decision released (approximate)
13 November 2025	Implementation commences (if required)
1 January 2026	New structure commences (if required)

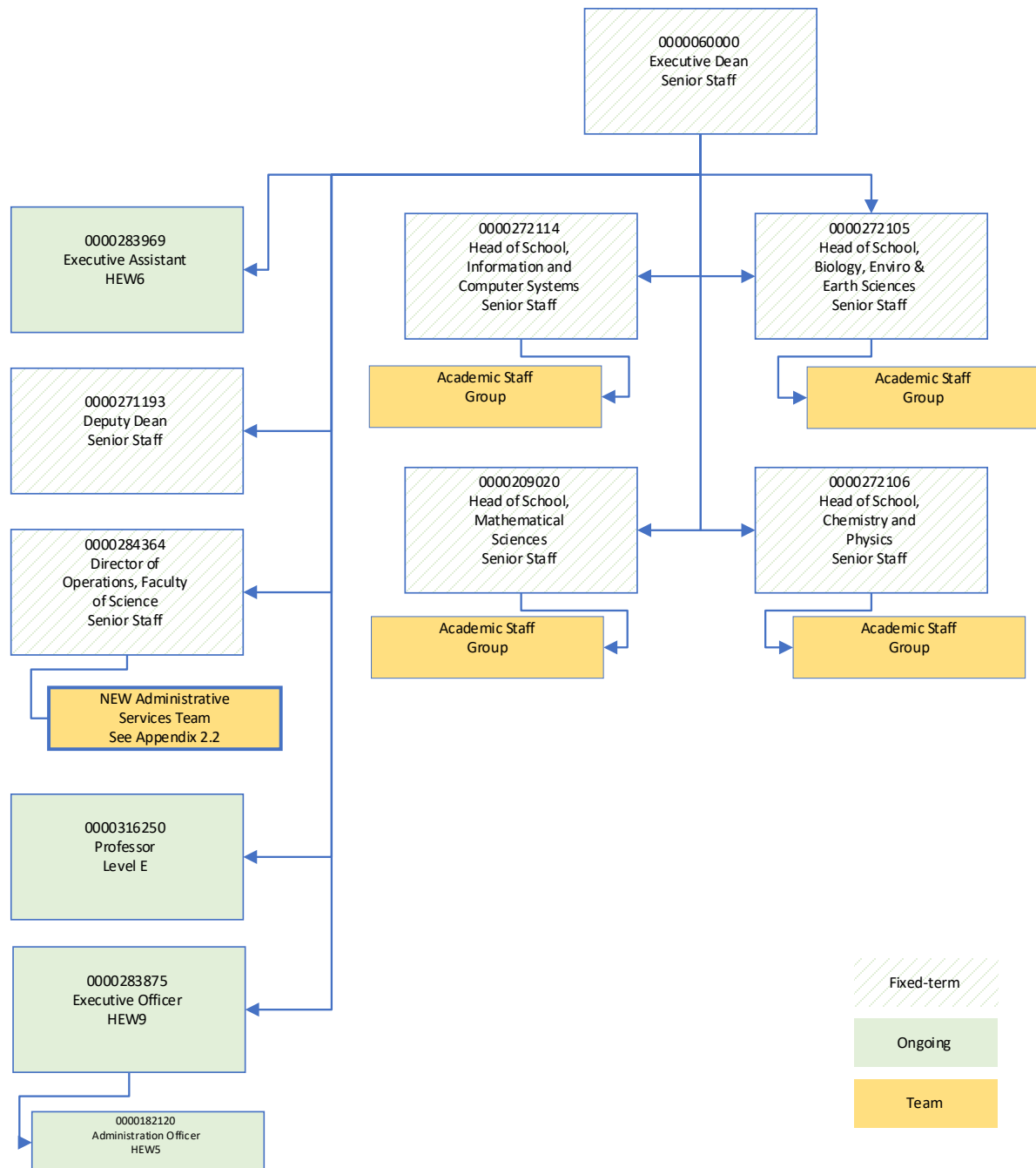
Appendix 1: Current State Organisational Chart



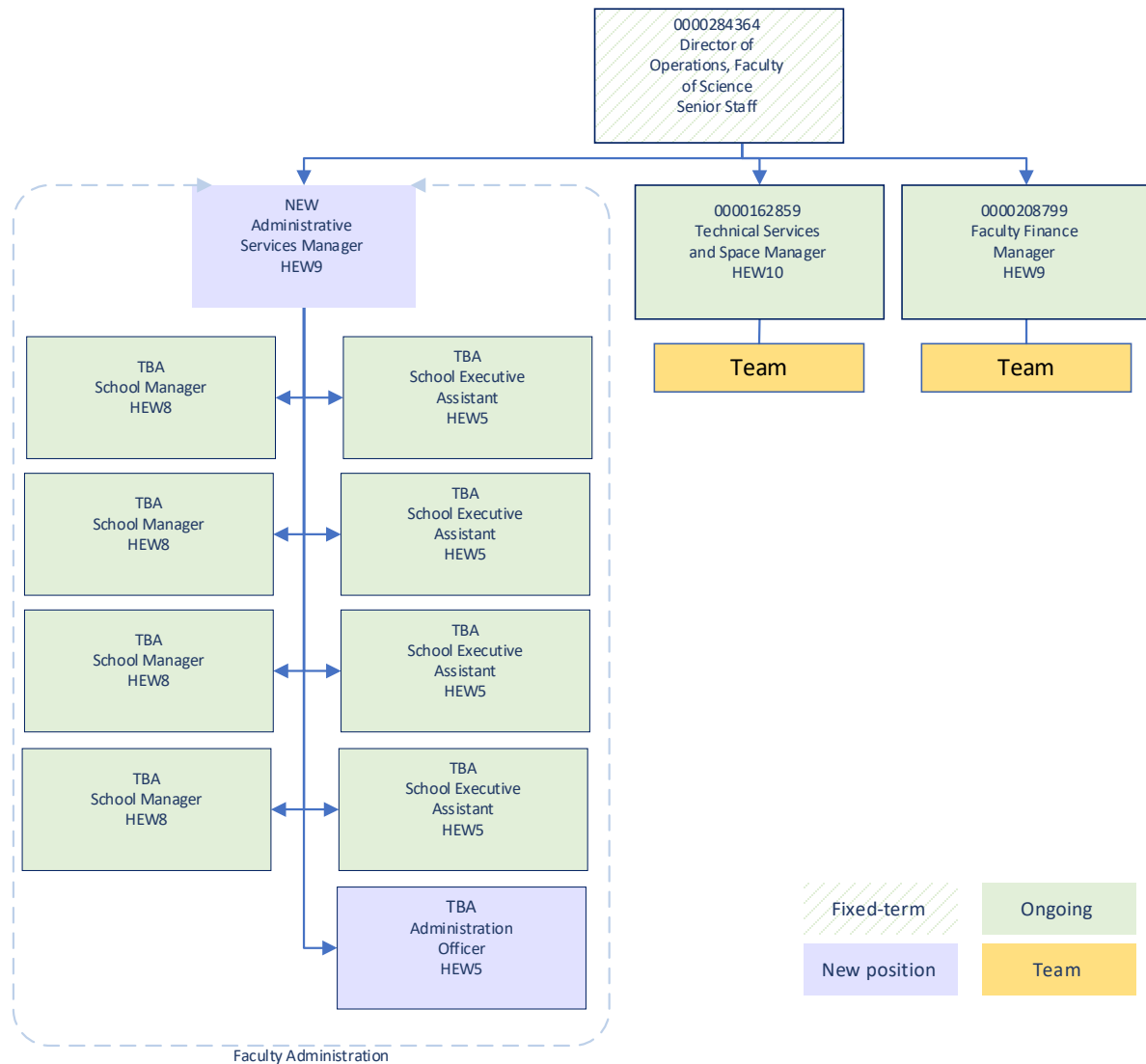
Appendix 2: Proposed Future State Organisational Chart

Appendix 2.1 Faculty Structure

Direct reports to the Executive Dean



Appendix 2.2 Administrative Structure



Appendix 3: Proposed Workforce Profile Impacts

Legend Fixed-term contract honoured Directly Transitioned Proposed Redundancy New Position

Table 3.1 Faculty Administration and Leadership

Current Position Title	Position Number	Classification	Proposed Impact
School Manager	0000272090	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000275856	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager
School Manager	0000208807	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000275859	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager; honour fixed-term contract
School Manager	0000272091	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000156065	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager
School Manager	0000030041	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000060001	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager
School Manager	0000208809	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000120293	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager
School Manager	0000275927	HEW8	Position included in Job Group A; possible reporting line change to Administrative Services Manager
School Executive Assistant	0000070100	HEW5	Position included in Job Group B; possible reporting line change to Administrative Services Manager
Administration Officer	NEW	HEW5	Reporting to new position Administrative Services Manager
Administrative Services Manager	NEW	HEW9	Reporting to Director of Operations, Faculty of Science
Head of School, School of Information and Computer Systems	NEW	SSG	Reporting to the Executive Dean

Table 3.2 School of Earth and Atmospheric Sciences

Current Position Title	Position Number	Classification	Proposed Impact
Lecturer	0000050030	LEVB	Reporting line change to School of Biology, Environmental and Earth Sciences
Lecturer in Atmospheric Physics	0000124693	LEVB	Reporting line change to School of Chemistry and Physics
Lecturer	0000239916	LEVB	Reporting line change to School of Biology, Environmental and Earth Sciences
Senior Lecturer	0000070008	LEVC	Reporting line change to School of Biology, Environmental and Earth Sciences

Senior Lecturer in Geoscience (Earth Materials)	0000148918	LEVC	Reporting line change to School of Biology, Environmental and Earth Sciences
Senior Lecturer	0000216564	LEVC	Reporting line change to School of Biology, Environmental and Earth Sciences
Senior Research Officer (Electron Microprobe)	0000239226	LEVC	Organisational change to School of Biology, Environmental and Earth Sciences
Associate Professor	0000070009	LEVD	Reporting line change to School of Biology, Environmental and Earth Sciences
Associate Professor	0000189368	LEVD	Reporting line change to School of Chemistry and Physics
Associate Professor	0000210581	LEVD	Reporting line change to School of Biology, Environmental and Earth Sciences
Associate Professor	0000262893	LEVD	Reporting line change to School of Biology, Environmental and Earth Sciences
Associate Professor in Geophysics/Remote Sensing	0000298793	LEVD	Reporting line change to School of Biology, Environmental and Earth Sciences
Professor	0000070121	LEVE	Reporting line change to School of Chemistry and Physics
Professor	0000070650	LEVE	Reporting line change to School of Chemistry and Physics
Professor	0000168357	LEVE	Reporting line change to School of Biology, Environmental and Earth Sciences
Professor in Petrology	0000255595	LEVE	Reporting line change to School of Biology, Environmental and Earth Sciences
Professor	0000316250	LEVE	Organisational change to School of Biology, Environmental and Earth Sciences
Postdoctoral Research Fellow	0000318624	LEVA	Organisational change to School of Chemistry and Physics
Research Associate	0000289634	LEVB	Organisational change to School of Biology, Environmental and Earth Sciences
Associate Professor	0000315031	LEVD	Organisational change to School of Chemistry and Physics
Analytical Technician	0000307280	HEW5	Organisational change to School of Biology, Environmental and Earth Sciences
Postdoctoral Researcher	0000284092	LEVA	Reporting line change to School of Biology, Environmental and Earth Sciences
Postdoctoral Research Fellow	0000308106	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000308174	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000308630	LEVA	Organisational change to School of Biology, Environmental and Earth Sciences
Postdoctoral Research Fellow	0000311021	LEVA	Organisational change to School of Chemistry and Physics
Research Fellow in Marine Science/Geospatial Science	0000312186	LEVA	Organisational change to School of Biology, Environmental and Earth Sciences
Research Fellow/Associate Lecturer in Igneous Petrology	0000312233	LEVA	Organisational change to School of Biology, Environmental and Earth Sciences
Post Doctoral Fellow	0000312859	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000317318	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000317775	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000319374	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000322369	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000322896	LEVA	Organisational change to School of Chemistry and Physics
Postdoctoral Research Fellow	0000323242	LEVA	Organisational change to School of Chemistry and Physics
Image Analyst	0000329594	LEVA	Organisational change to School of Biology, Environmental and Earth Sciences
Research Fellow	0000304867	LEVB	Organisational change to School of Biology, Environmental and Earth Sciences
Senior Research Fellow	0000329479	LEVC	Organisational change to School of Chemistry and Physics
Professor	0000223244	LEVE	Organisational change to School of Biology, Environmental and Earth Sciences
Australian Laureate Fellow	0000313584	LEVE	Reporting line change to School of Chemistry and Physics
Head of School, Earth and Atmospheric Sciences	0000272107	SSG	Position discontinued
Centre Manager-ITTC	0000303503	HEW9	Organisational change to School of Chemistry and Physics
Visualisation Programmer (NASA Collaboration Project)	0000266829	HEW8	Organisational change to School of Biology, Environmental and Earth Sciences
Research Support Officer	0000140540	HEW6	Organisational change to School of Chemistry and Physics

BHP Technician	0000323102	HEW6	Organisational change to School of Biology, Environmental and Earth Sciences
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Table 3.3 School of Computer Science

Current Position Title	Position Number	Classification	Proposed Impact
Professor Eng. & Interaction Design	0000151166	LEVE	Reporting line change to the new School of Information and Computer Systems
Associate Lecturer (TIEA)	0000313319	LEVA	Reporting line change to the new School of Information and Computer Systems
Lecturer/Senior Lecturer in Cybersecurity	0000261439	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer/Senior Lecturer in Computer Science (Software Development)	0000308935	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000313320	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000313321	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000323138	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000323142	LEVB	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000080009	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000080011	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000114168	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000121837	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer Software Development	0000255600	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000255601	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer in Computer Science (Digital Games, Virtual Reality, Augmented Reality)	0000308723	LEVC	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000010518	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000010793	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000080020	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000118255	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000130094	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000174263	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000182685	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000240539	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000247547	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000258511	LEVD	Reporting line change to the new School of Information and Computer Systems
Professor	0000010515	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000010791	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000080639	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000117754	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000119063	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000137411	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor of Distributed Systems & Chair in Applied Data Sciences	0000261852	LEVE	Reporting line change to the new School of Information and Computer Systems
Professor	0000275377	LEVE	Reporting line change to the new School of Information and Computer Systems
Research Fellow	0000321047	LEVA	Organisational change to the new School of Information and Computer Systems
Senior Research Fellow	0000299155	LEVB	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000305579	LEVB	Organisational change to the new School of Information and Computer Systems
Senior Research Fellow	0000319981	LEVB	Organisational change to the new School of Information and Computer Systems

Lecturer	0000325619	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer	0000325874	LEVB	Reporting line change to the new School of Information and Computer Systems
Research Fellow	0000327759	LEVB	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000327820	LEVB	Organisational change to the new School of Information and Computer Systems
Lecturer	0000328801	LEVB	Reporting line change to the new School of Information and Computer Systems
Research Fellow	0000313358	LEVC	Organisational change to the new School of Information and Computer Systems
Senior Lecturer	0000325616	LEVC	Reporting line change to the new School of Information and Computer Systems
Research Assistant	0000330503	HEW5	Organisational change to the new School of Information and Computer Systems
Senior Research Officer	0000328584	HEW7	Organisational change to the new School of Information and Computer Systems
Postdoctoral fellow	0000315510	LEVA	Organisational change to the new School of Information and Computer Systems
MACSYS Post-doctoral Research Fellows (Computer Science)	0000318127	LEVA	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000324467	LEVA	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000327839	LEVA	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000276434	LEVB	Organisational change to the new School of Information and Computer Systems
Research Fellow	0000298575	LEVB	Organisational change to the new School of Information and Computer Systems
Lecturer	0000324739	LEVB	Reporting line change to the new School of Information and Computer Systems
Head of School, Computer Science	0000272114	SSG	Position discontinued
Centre Manager, Energy Transition Centre	0000322474	HEW8	Organisational change to the new School of Information and Computer Systems
Research Assistant	0000318161	HEW5	Reporting line change to the new School of Information and Computer Systems
Senior Research Software Engineer	0000299233	HEW8	Organisational change to the new School of Information and Computer Systems
Senior Research Software Engineer	0000330912	HEW8	Organisational change to the new School of Information and Computer Systems

Table 3.3 School of Information Systems

Current Position Title	Position Number	Classification	Proposed Impact
Associate Lecturer (TIEA)	0000313498	LEVA	Reporting line change to the new School of Information and Computer Systems
Associate Lecturer (TIEA)	0000323297	LEVA	Reporting line change to the new School of Information and Computer Systems
Lecturer in Information Systems	0000309604	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer in Information Systems	0000309606	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000313499	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer/Senior Lecturer in Information Systems	0000314450	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer in Information Systems	0000314492	LEVB	Reporting line change to the new School of Information and Computer Systems
Lecturer (TIEA)	0000323479	LEVB	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer	0000080355	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer in Service Science	0000260537	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer in Information Science	0000260539	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer in Information Systems (Process Science)	0000300878	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Lecturer in Information Systems	0000314490	LEVC	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000010628	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000020466	LEVD	Reporting line change to the new School of Information and Computer Systems
Associate Professor	0000309870	LEVD	Reporting line change to the new School of Information and Computer Systems
Professor	0000010735	LEVE	Reporting line change to the new School of Information and Computer Systems

Professor	0000141121	LEVE	Reporting line change to the new School of Information and Computer Systems
Head of School, Information Systems	0000209020	SSG	Position Discontinued
Research Fellow	0000316733	LEVA	Organisational change to the new School of Information and Computer Systems
Senior Lecturer	0000080038	LEVC	Reporting line change to the new School of Information and Computer Systems
Senior Research Fellow	0000315350	LEVC	Organisational change to the new School of Information and Computer Systems
Research Associate	0000330416	HEW5	Organisational change to the new School of Information and Computer Systems
Research Fellow in Process Science	0000313691	LEVA	Organisational change to the new School of Information and Computer Systems
Postdoctoral Research Fellow	0000312324	LEVB	Organisational change to the new School of Information and Computer Systems

Appendix 4: Workload Impact Tables

Appendix 4.1: School Manager (HEW8) Positions

Task description	Where will the work go?	Who (and how) will duties be accommodated?
The School Manager roles support Heads of School in strategic and operational areas including planning, budgeting, HR, infrastructure, and workload management. They collaborate with senior staff to ensure the school meets performance targets and aligns with Faculty and university goals, while providing high-level support through data analysis, reporting, and strategic documentation. The roles also oversee day-to-day operations, and ensures systems and processes are efficient and continuously improved. The School Managers coordinate key activities such as course accreditation, events, and external engagement, while maintaining effective communication and stakeholder relationships across the university and beyond.	Work is still required, but at a lesser capacity with the reduction of the number of schools.	The work will transition to the remaining four (4) School Managers aligned with the new proposed school structure, ensuring continuity of strategic and operational support while streamlining leadership and administrative functions. Further, there is proposed to be a new Administrative Services Manager (HEW9) position to provide oversight and support for all School administrative positions, including back up to the School Manager positions.

Appendix 4.2: School Executive Assistant (HEW5) Positions

Task description	Where will the work go?	Who (and how) will duties be accommodated?
The School Executive Assistants provide high-level, confidential support to the Heads of School, ensuring the smooth operation of the office through proactive diary management, stakeholder liaison, and preparation of meetings and correspondence. The roles involve managing communications and workflows, prioritising tasks, and ensuring timely follow-up on outstanding matters. Additional responsibilities include coordinating travel and events, maintaining efficient systems and processes, and supporting academic and operational functions through document preparation, data collection, and project assistance. This role is key to enabling the Head of School to focus on strategic priorities by managing day-to-day administrative demands with professionalism and discretion.	Work is still required, but at a lesser capacity with the reduction of the number of schools.	As part of the proposed Faculty's structural changes, the number of schools will be reduced from six to four. Consequently, the School Executive Assistant roles will be realigned to match this new structure, with four Executive Assistant's supporting the four remaining schools. This ensures continued high-level support while aligning resources with the revised organisational design. It is proposed that some of the operational work of this role will transition to newly proposed Administration Officer (HEW5).

Appendix 4.3: Academic Positions

Task description	Where will the work go?	Who (and how) will duties be accommodated?
Academic work comprises academic leadership, teaching performance and leadership, research, scholarship, creative activity, professional practice, commercialisation activity, leadership and engagement, administration, and professional leadership.	Work is still required, but at a lesser capacity.	Academic work will be allocated in accordance with the Academic Enterprise Agreement, University-wide Framework for Academic Workload and Faculty Workload Guidelines by the Head of School, or their delegate. Academic staff with concerns about their workload are encouraged to raise these concerns to their Head of School (or delegate) in the first instance. Where this does not resolve concerns, staff may raise the matter with the Provost who will appoint a suitable person(s) to consider the matter and provide a final determination (clause 38.6).

Appendix 5: Draft Position Descriptions

The following proposed position descriptions are available via [SharePoint](#) and/or by request from hrchangeteam@qut.edu.au

- Administrative Services Manager (HEW9) - new
- Administration Officer (HEW5) - new
- School Manager (HEW8) - updated
- School Executive Assistant (HEW5) - updated