



# Pressure Points in Recruiting Tenure Track Staff



**McGill**

**Academic Leadership  
Forum**  
23 February 2017

# AGENDA

- **Introduction**
  - Christopher Manfredi, Provost and Vice-Principal (Academic)
- **Working with APO – the TT Recruitment Dossier**
  - Ghyslaine McClure, Associate Provost (Academic Priorities & Resource Allocation)
  - Michael Canavan, Associate Director, Academic Personnel
- **Immigration and Recruitment**
  - Oscar Castillo, Regulated Canadian Immigration Consultant, Academic Personnel
  - Salima Djerroud, Immigration Consultant, Academic Personnel
- **Overview of Relocation Services**
  - Randa Awad, Immigration Administrator, Academic Personnel
  - Michelle Cubano-Guzman, Faculty Relocation Advisor, Academic Personnel
  - Dan Nicolau, Chair, Department of Bioengineering
- **Recruiting through the UTCR**
  - Angela Campbell, Associate Provost (Equity & Academic Policies)
- **Equity & Diversity**
  - Angela Campbell, Associate Provost (Equity & Academic Policies)
  - Fabrice Labeau, Associate Dean (Faculty Affairs), Faculty of Engineering
- **Selection Committees & Selection Committee Reports**
  - Céline Le Bourdais, Chair, Department of Sociology



# WORKING WITH APO - THE TT RECRUITMENT DOSSIER

## PRAM BoG Letter

Equity Short List Review  
(ESLR)

✓

✓

Employment Equity and  
Diversity Report (EEDR)

✓

Application for Approval of  
Recruitment

✓

✓

Dean's Recommendation  
Memorandum

✓

✓

Chair's Recommendation  
Memorandum

✓

✓

Curriculum Vitae

✓

✓

Letters of Reference

✓

✓

Selection Committee Report

✓

✓

Minerva Academic Position  
Recruitment Report (MAPRR)

✓

Draft Offer Letter

✓

✓

Accepted Offer Letter

✓

Advertisements

✓

✓

UTCR Decision

✓

Assistant Professor (doctoral  
degree, professional  
certification, professional  
licensing, as required)

✓

## 48 Hour Turnaround

to issue the PRAM provided that:

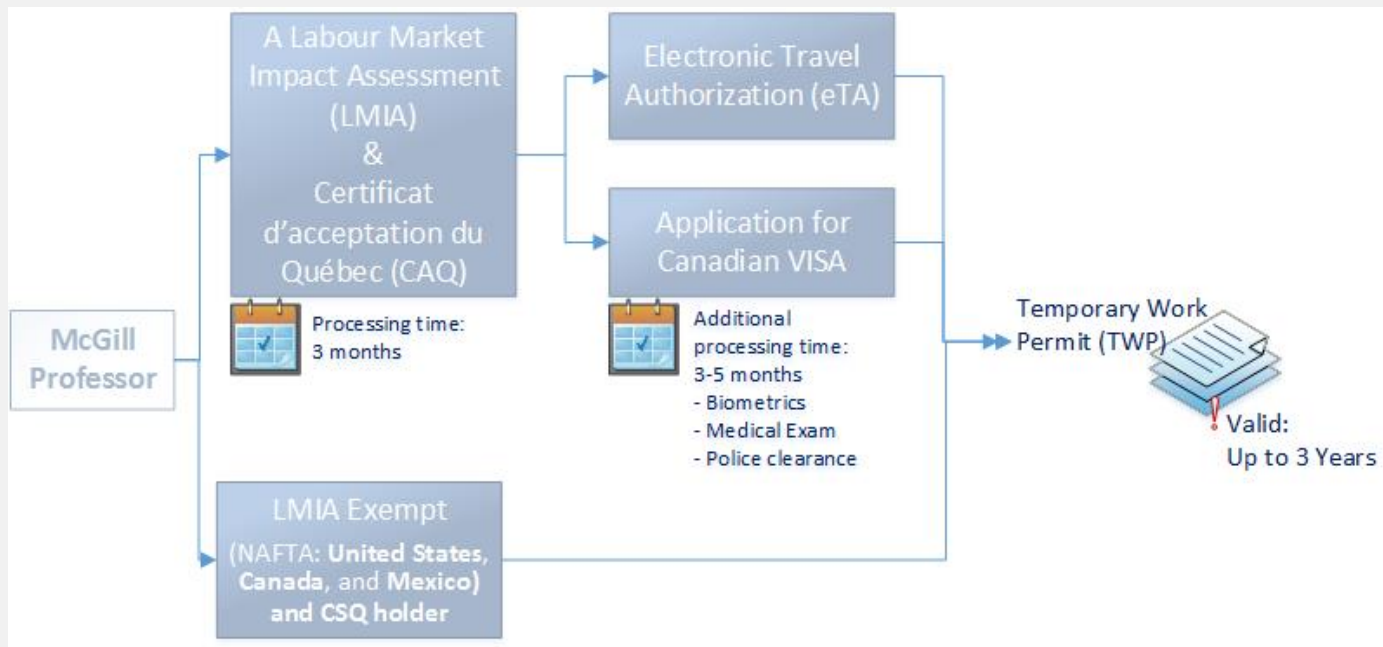
- 1) All required documents have been received by APO
- 2) There are no special considerations

\*A **SIGNED** Offer Letter initiates immigration processes

# IMMIGRATION AND RECRUITMENT

- Resources at McGill for immigration matters related to ranked academic staff
- Overview of Temporary Foreign Workers programs
  - Update on U.S. travel ban
- Requirements for immigration when recruiting: ads, Search Committee Report, identifying citizenship of candidates, delays

# Temporary Work Permit (TWP) Process



# OVERVIEW OF RELOCATION SERVICES

- Moving
- Travel
- Temporary Accommodation
- Support for newly recruited tenure-track faculty
- Discussion on recruiting and immigration matters
  - Dan Nicolau, Chair, Department of Bioengineering



# RECRUITING THROUGH THE UTCR

- Review of guidelines
- Update on process
- Discussion



# EQUITY & DIVERSITY

- Equity guidelines
- Equity data survey
- Employment Equity Data Report (EEDR)
- Discussion: Approaches to equity in recruiting
  - Fabrice Labeau, Associate Dean (Faculty Affairs), Faculty of Engineering
  - How do equity and immigration processes intersect?



# SELECTION COMMITTEES & SELECTION COMMITTEE REPORTS

- Best practices for forming Selection Committees and producing Selection Committee Reports
  - Céline Le Bourdais, Chair, Department of Sociology





**30 March 2017**

**Next ALF is 30 March 2017**

*My Workplace*

with

My Workplace Team, Office of the VPAF

**Yves Beauchamp**