
MAUT Council Meeting

MINUTES

Wednesday, February 24, 2016
McGill Faculty Club 12:00 noon

Present:	
Executive:	D. Lowther, T. Hébert, A. van den Berg, K. Hastings, A. Shrier, A. Saroyan
Council:	E. Shor, M. Richard, R. Sieber, T. Moore, D. Covo, S. Algieri, D. Titone, E. Duffy
Regrets:	C. Riches, J. Cooperstock, N. Kamran, K. GowriSankaran, V. Raghavan
Guests:	Provost C. Manfredi, J. Boruff, B. Gillon, A. Moores, Michelle Cubano-Guzman, G. Oegema
MAUT Staff:	H. Kerwin-Borrelli, J. Varga

D. Lowther called the meeting to order at 12:14 pm.

1. Approval of Agenda

Council reviewed the Agenda for the February 24, 2016 Council Meeting. There were no changes. A. van den Berg moved to adopt the Agenda. Seconded by A. Saroyan. There were no objections. The Agenda was approved.

2. Approval of Minutes

The Minutes of the January 27, 2016 Council meeting [Open and Closed Sessions] were reviewed. There were no changes. M. Richard moved to adopt the Minutes. Seconded by E. Shor. There were no objections. The Minutes were approved. The Open Session Minutes are posted on the website.

3. Business Arising

A. Saroyan has forwarded PowerPoint slides promoting the Association that Members can use at Faculty and Departmental meetings. Council suggested some stylistic changes and the link to the final presentation will be posted on the website and circulated to Council members. A. Saroyan noted this PowerPoint presentation can be modified and requested members to forward any changes to her email address: alenoush.saroyan@mcgill.ca

4. Presentation: Provost Christopher Manfredi – Q & A

Provost Manfredi noted that his position is now titled Provost and Vice-Principal (Academic) to reflect the fact that his responsibilities are not restricted to budgetary matters and that he ensures that the budget is aligned with academic requirements.

The Budget Planning II Report on the FY2017 and Outlook for FY2018-FY2021 was presented at Senate on February 17/16: http://www.mcgill.ca/senate/files/senate/8_d15-34_budget_planning_2016-17_report_ii.pdf

Provost Manfredi noted this Second Report presented a clearer picture though more information from the Québec government is still needed. There is a new Minister of Education [S. Proulx] and a new Minister of Higher Education [H. David].

He noted the forecast FY2016 was for a \$4.7M deficit but with plus and minus variances, the deficit is now possibly at \$10.2M. Non-anticipated expenditures included \$7M for pay equity. There is \$8M set up for maintenance.

Concerning bonds, he noted while interest rates have decreased, borrowing costs have increased over the next two years but in FY2019, the University is expecting a \$14M saving. A.van den Berg commented on a good deal for 40 year bonds. The Provost noted the collaboration with the Québec Minister of Finance in putting together issues of 40, 30, 20 and 10 year bonds. It is anticipated that McGill will see \$160M in funds.

There are no clear indications of changes in tuition policy in FY2017. Grant projections will be revised. The optimal scenario for FY2017 is a \$4.4M deficit.

On the academic side, the focus has been on creating a School of Public Policy in the Faculty of Arts. The establishment of this School has been approved by Senate. The Max Bell Foundation has committed to funding of \$10M over the next ten years to support the new School.

Indigenous studies and Aboriginal education are academic priorities. A fall 2015 report on these activities will be shared with the University community.

M. Richard noted that the new Academic Salary Policy does not seem to contain any measures to ensure that maternity and extended parental leaves do not penalize the salary growth over time of female academic staff. Provost Manfredi responded that there was not enough time for adequate consultation on this issue before the deadline for putting this year's Academic Salary Policy into place, and therefore it was a status quo document. The issue will be examined after the smoke has cleared from this year's Academic Salary Policy process. E. Duffy asked if academic staff members who have been disadvantaged salary-wise by such leaves could have recourse to the retention and anomaly envelope of the Academic Salary Policy. Provost Manfredi responded that the retention and anomaly envelope is indeed there if people feel that their salary has been negatively affected in this way.

A.Shrier asked about international fees. There are deregulated programs in sciences, management and engineering for which there are no government grants and the university can keep the tuition. These international fees can be in the order of \$40K per year.

In the regulated programs such as social sciences, arts, and education, tuition is set by the government, with the University allowed to add a 10% premium to international tuition.

Council commented on the following:

- The consultation process concerning leaves of absence
- The anomaly and retention envelopes
- Difficulties in securing visas for international graduate and post doc chemistry students and how the Administration is addressing these issues
- Grant funding that cannot be fully spent within a specified time

The Provost commented that the University and the Québec government are working to find solutions for problems, including the requirements for Québec residency. There is a Certified Immigration Consultant in Academic Personnel, [Oscar Castillo] who is working with staff and students on these issues.

A.Saroyan asked whether the commitment of the Max Bell Foundation to support the School of Public Policy means that the Foundation resources will no longer be available to faculty for research funding. The Provost noted that the agreement with the Max Bell Foundation is for

50% of the total financial commitment made to McGill goes to the Faculty of Medicine. There is an anticipated \$3M in philanthropic gifts.

The Provost noted that the Executive Summary of the “*Mon Français Program*” is now available to all new academic staff and spouses. As it is a non-credit program, visas are not needed. It is designed to help academics get their certificates of acceptance. The program is offered by the School of Continuing Studies and is paid by the Provost’s Office. The Provost noted that memos are being circulated with information on the French Language Program and Health Insurance for academics on work permits who are out of the country. Academics can purchase private health insurance for travel through Tri-Council Grants when regular coverage is not available.

At this point, the Provost left the Council meeting.

5. President’s Report [D. Lowther]

- **Letter of Support re: JSBCE interest in RVH as a child care facility**

D.Lowther sent a letter to the Royal Victoria Hospital Vision committee emphasizing MAUT’s support for the relocation of the McGill CPE and its development and expansion at the Royal Victoria Site.

- **CASC – Response from Provost Manfredi**

On January 28, 2016, D. Lowther sent a letter to Provost Manfredi requesting clarification on the document: Academic Salary Policy Guidelines – June 2015. The Provost responded on February 8, 2016 and the revised June 2016 version of the Guidelines was distributed by the Provost’s Office to all members of the academic staff on February 22, 2016, at the same time as the new Academic Salary Policy document for FY2016-2017.

- **Request from Administration for names of Candidates for the University Appeals Committee [UAC] and timeline**

Council reviewed the proposed list of names which was proposed by the Principal for this committee, and proposed some additions to the list. D. Lowther will forward the revised list of proposed names to G. Ntentis, Governance Officer. A. Saroyan commented on the limited lead time for this request [deadline Feb 29/16]. The Administration will soon be forwarding additional requests for candidates for three more university committees. MAUT has requested that it be given more lead time on such requests. It was noted that vacancies on committees for which nominees are jointly proposed by MAUT and the Administration are an annual occurrence; MAUT should not be taken by surprise by these vacancies, and it should be proactive about having nominations ready ahead of time rather than relying on the Administration to let it know when proposals need to be generated. Council recommended that MAUT develop lists of potential nominees, along the lines of the proposed pools of MAUT consultants to be discussed at today’s meeting under the President-Elect’s Report.

- **Report from A. Moores [Chair, Joint Senate Board Committee on Equity-Family Care - JSBCE] & M. Cubano-Guzman [Family Relocation Officer] re: RVH Expression of Interest & Kids and Co. Partnership**

A.Moores, as Chair of the JSBCE-Family Care, explained the role of this subcommittee, which looks into proposing new policies and improve information on family care issues to the broad McGill community. She also explained the role of M. Cubano-Guzman, whose position to assist newly appointed faculty members was extended to the assistance of all faculty members on family care issues. T. Lalonde is the new Family Resources Coordinator for the Social Equity & Diversity Education Office [S.E.D.E.] and her mandate is focused on staff and students.

A web site hub centralizing information on family care issues is currently in preparation where the Sub Committee posts information. Family care issues include: Child Care and Elder Care.

A. Moores proposed that a Council member should be on the JSBCE to facilitate interactions with MAUT.

Referring to Child Care, A. Moores thanked D. Lowther for MAUT's letter of support for the proposal to increase daycare places at McGill, making use of the RVH site. The proposal from the JSBCE was signed by Associate Provost A. Campbell. McGill CPE Director, L. Gallagher, also submitted an expression of interest in moving the current daycare places at buildings [3483, 3487, 3491 and 3495 Peel Street] to the RVH site. These proposals address the needs of academics, staff and students.

Referring to the Elder Care agenda, A. Moores asked Council to forward information and concerns to her: audrey.moores@mcgill.ca

M. Cubano-Guzma, Faculty Relocation Advisor, provides information to foreign academics concerning aspects of moving to Québec and assists with issues of settling in and spousal hiring. In that context, her office enrolls in the McGill CPE waiting list every year for all age groups, which helps provide some spots to the newly hired faculty members. In addition to this, she can assist all McGill faculty members now that her mandate was expanded.

As of January 01/2016, there is a registration process through the Québec government website for day care spaces, called Place 0-5. This means that personal contacts and networks that M. Cubano-Guzman did in the past and relied on to help young parents can no longer be used.

A. Moores and M. Cubano-Guzman presented to Council a mechanism to increase child care availability. Kids and Co. is a private, unsubsidized daycare with three centres in Montreal. Companies, such as McGill University, can buy a service to this daycare. This service cost \$5K per year for the whole company. In exchange, Kids and Co. ensures that any employee of the company is guaranteed a spot within six months of enlisting in the waiting list and it is then at the choice of the parents to pay the daily fees of the daycare. From 2009 to 2013, McGill was a member of Kids and Co. Due to budgetary constraints, the membership/subsidy provided by McGill has not been renewed since 2014, but academics' children who were currently enrolled were allowed to keep their places.

A. Moores and M. Cubano-Guzman outlined the benefits of joining Kids and Co. emphasizing it as a solution to pressing daycare issues. Babysitter referrals, referrals to elder care services, the option of paying \$350/year for daycare for children up to 12 years of age during their pedagogical days, are some of the benefits offered by Kids and Co. In 2014 and 2015, McGill has not paid the \$5K subsidy that would guarantee spots for McGill people.

M. Richard asked if the membership fee which Kids and Co. charges to companies to guarantee places to their employees is \$5,000 for the company or \$5,000 per employee. The answer was \$5,000 for the company. M. Richard commented that this is not a large sum. He suggested that MAUT investigate whether Kids and Co.'s definition of "company employees" could encompass MAUT members. If so, and if the university itself declines to pay for a McGill membership, then MAUT might consider paying for an Association membership in order to provide guaranteed places to MAUT members. This would apply only to MAUT members, in order to serve as a membership recruitment incentive. S. Algieri [Chair, Membership Committee] will follow up on this proposal.

6. Report from Nominating Committee [B. Gillon, Chair]

B.Gillon listed the other members of the Nominating Committee: M. Nahon, M. Smith, H. Durham and A. Shrier. The Call for Nominations was sent to the ListServ on February 16/16. The deadline for submitting nominations is March 16/16 at 5:00 pm Montreal time. Nominations are open to fill five [one year] Executive positions and five [two year] Council positions. There are two constituency representatives who sit on Council: the Chair of the Librarians' Section, elected by the Librarians, and the Chair of the MAUT Retirees' Section, elected by the Retirees. MAUT uses the Omnivox Voting System. The 2016 Elections will be held from April 1st through April 10th, 2016 inclusive.

Votes will be tallied electronically on April 11th, 2016 and B. Gillon, Chair, Nominating Committee will announce the results at the Spring General Meeting on April 21/2016.

B.Gillon commented the Committee is actively recruiting new nominees. He noted the position of President-Elect entails a three-year commitment.

7. President-Elect's Report [T. Hébert]

• Proposal for MAUT Writing Workshop and Survey

T.Hébert circulated the draft of a survey for MAUT members that would ask for their input on topics that could be addressed by a workshop offered by the McGill Writing Centre [MWC]. This workshop would be an information session for MAUT members on the resources currently available to academics to help their graduate and undergraduate students improve their writing skills. Council commented that academics are often using multiple choice questions as the lack of TA resources has had an impact on some writing assignments. K. Hasting noted this initiative could have a positive effect on academics' professional lives. T. Hébert noted text boxes would be included for members' brief comments. Council was asked to forward their comments and the final version will be sent out to the Listserv on March 09/16.

• Building Pools of MAUT Consultants

T.Hébert referred to the By-Law Concerning Ad Hoc Consultation with MAUT. Often there is very little lead time to form an approved ad hoc consultation committee to review requests from the Administration and report back to Council. He proposed that MAUT build a pool of Council vetted consultants with relevant expertise to address these issues. R. Sieber noted the work of this pool of consultants should not conflict with the specifics outlined in MAUT's By-Law. Also because of increased requests for consultation, this pool would map out the areas of expertise among members. M. Richard commented he is often invited by MAUT to comment on proposed changes to regulations, and that he agrees that this concept of a pool of consultants is a good idea. A. Saroyan noted if enough lead time is given, MAUT Council can still use the ad hoc committee process in addition to the proposed pool of experts. This agenda item will be addressed at upcoming Executive and Council meetings.

8. VP Communications [A. Shrier]

• MAUT Newsletter

A.Shrier will forward the latest articles to the MAUT Office and to the Communications Committee for the upcoming Newsletter. The advertisement for the March 20/16 event at the Redpath Museum – Québec Birds and Bird Songs - is on the website.

• Update: CAUT Communications & Media Workshop [Feb 03/16]

A. Shrier reported on the CAUT workshop. He noted the Communications Committee will review the recommendations, is considering Facebook and Twitter accounts for MAUT, and intends to reach out to younger academics. These initiatives will take place after the 2016 Elections. The workshop overview focused on these items:

- Situational analysis and communications scan
- Crafting an engaging message
- Developing a communications strategy
- Creating a core message
- Using social media to amplify MAUT's message
- Print and web design

9. VP Internal [A. Saroyan]

- **Planning for the 15th Tenure, Renewal and Mentoring Workshop [April 21/16 AM]**

A. Saroyan circulated the Advertisement for the Workshop. This will be sent along with an invitation to attend the workshop to a list of deans, chairs and administrative officers. The invitation will also be sent to all non-tenured and tenure-track academics at McGill. As this is a members-only event, MAUT will use this workshop as a recruitment tool.

- **MMP [McGill Market Place] Development in campus printing**

A. Saroyan reported the MMP issued a statement on Feb 17/16 that the Purchasing Procedures and Minimum Standard Requirements for desktop printers do not apply to purchases made with personal funds or research funds. This development follows the letter sent by A. Saroyan on November 15/15 to S. Leclerc Sustainable Procurement Officer that outlined concerns expressed by MAUT members with the new printing procedures.

10. VP Finance [K. Hastings]

- **Finance Committee Meeting on March 11, 2016**

K. Hastings noted the meeting will include security issues concerning the Association's records.

11. VP External [A. van den Berg]

- **Report from February 2016 FQPPU *Conseil***

A. van den Berg will submit a report in the upcoming Newsletter.

- **Nomination of A. Blackett for Guy-Rocher Prize panel**

A. van den Berg reported that a letter nominating Prof. A. Blackett [Law] was sent to the FQPPU.

12. Membership Committee [S. Algieri]

S. Algieri reported the advertisement for the upcoming family-friendly, members-only event at the Redpath Museum on March 20/16 has been sent to the Listserv and is posted on the website.

Information is available concerning attendance figures and invoices from the 2015 Welcome Gathering, 2015 Octoberfest Apple Picking, and 2016 Winter Magic Brunch. The invitations to the Welcome Gathering and Octoberfest Apple Picking were sent to all academics and librarians eligible for membership in MAUT. The Winter Magic Brunch was a members and families event.

An evaluation on the Winter Magic Brunch was forwarded to guests. The compiled comments were reviewed by the Membership Committee at its meeting on February 19/16.

There was a proposal for an additional Recruitment /Working Event following McGill's Orientation Fair for Tenure Stream Academic Staff. Council discussed the following:

- The event could take place in late October 2016 and feature what MAUT does, including helping colleagues with tenure
- It could take place at the Faculty Club, last two hours, and refreshments would be provided
- The targeted audience would be tenure-track academics, those up for renewal, the newly hired, and academics planning for promotion
- Invitations would also be sent to all of the above, including deans and chairs and to the ListServ
- Council will be asked for a budget to sponsor this additional event
- Suggested Title: *MAUT's Guide to the University*
- Subsidizing and equity issues: non-members enjoy the same salary raises and benefits and should be encouraged to join the Association
- Joining MAUT promotes responsible participation in the McGill community

13. Other Business

- Planning for Spring General Meeting – April 21/16 PM

This item was not addressed.

- Planning for Advisors' Dinner – April 20/2016 – evening

This item was not addressed.

14. Adjournment

D. Lowther called for a motion to adjourn. K. Hastings moved to adjourn the meeting. Seconded by R. Sieber. The meeting adjourned at 2:11 pm.