

## **MAUT Council Meeting [Rescheduled]**

### **Approved MINUTES**

Thursday, March 23, 2017

McGill Faculty Club 12:00 noon

*Present:*

*Executive:* T. Hébert, D. Lowther, A. Saroyan, G. Gore, K. Hastings

*Council:* M. Richard, S. Gaskin, J. Boruff, E. Shor, S. Algieri, D. Titone, K. GowriSankaran, C. Riches

*Regrets:* R. Sieber, S. Jordan, A. van den Berg, P. Rohrbach, T. Duchaine, J. Ruglis

*MAUT Staff:* H. Kerwin-Borrelli, J. Varga

*Guests:* G. Mikkelson, P. Caines, Jan Bajcsy, Jane Burpee, N. Hall

Terry Hébert called the meeting to order at 12:10 pm.

#### **1. Approval of Agenda**

Council reviewed the Agenda for the Council meeting originally scheduled for March 15<sup>th</sup> that took place instead on March 23, 2017. There were changes.

Items under Business Arising now included:

- Update on Collegiality Committee Meeting [March 13/17] to renew previously passed Council motion
- Update on Sexual Harassment Policy and the Sexual Violence Policy

Under the President's Report,

- Proposed Agenda for meeting with Principal & Provost [March 20/17] postponed
- A. Saroyan moved to accept these changes. Seconded by K. Hastings. Council approved unanimously.

#### **2. Approval of Minutes**

The Minutes of the February 22/2017 meeting were circulated. A. Saroyan moved to approve the Minutes. Seconded by E. Shor. Council agreed unanimously. The Minutes were posted on MAUT's website.

#### **3. Business Arising from the Minutes**

- **Update: Discussions with MURA [K. Hastings]**

Concerns were addressed at a meeting on March 17/2017 attended by K. GowriSankaran, [Chair, MAUT-RS], T. Hébert, A. Saroyan, K. Hastings and J. Varga. The consensus was that MAUT-RS would continue to benefit its current and future retired academic members and to support MURA [McGill University Retirees Association]. The negotiations with MURA will continue and are on schedule.

- **Update on MAUT Family Discovery Workshop on Whales [March 19/17]**

There are 17 children registered for this Workshop at the Redpath Museum. [Update: The workshop was well attended and evaluations submitted by adult guests were positive. Two articles appeared in the March 2017 Newsletter.]

- **Request from Assoc. Provost A. Campbell: Volunteers needed for MAUT Working Group to create Guidelines for the Development of a Service Portfolio**

Update: Following this circulated request, P. Rohrbach and R. Canuel volunteered to serve.

- **Update on Collegiality Committee meeting [March 13/17]**

T. Hébert updated Council on the previously approved motion from Council Minutes of October 23/13. Council was asked [March 23/17] to reaffirm its approval of the procedural reforms concerning the appointment of deans. T. Hébert read the introduction and motion and granted speaking rights to G. Mikkelson and P. Caines. See **Appendix I**

Council discussed the following:

- The history of the previously-approved motion was reviewed
- What action(s) had transpired since October 23/13
- This motion will be discussed at the upcoming meeting with the three Presidents and the Principal and Provost
- The motion outlines an open search and nomination process for the selection of deans
- Council contrasted the proposed electoral selection of deans to actual practice
- Transparency and confidentiality issues could limit some candidates from applying
- To ensure adequate degree of confidentiality [as in industry]

T. Hébert proposed the motion. Seconded by A. Saroyan. Council approved unanimously and will be updated on next actions.

Council also discussed the fallout from Prof. Andrew Potter's article in Maclean's Magazine. The comments concerned academic freedom issues: specifically whether Prof. Potter resigned as Director of McGill's Institute for the Study of Canada or was fired. Prof. Potter has a three-year non-tenured position in the Faculty of Arts. Full details are not yet available.

- **Update on Sexual Harassment Policy and the Sexual Violence Policy**

S. Gaskin forwarded the following details:

*a) Sexual Violence Policy (Approved Nov. 2016): This policy is a "no fault" support of survivors. (Sanctions are treated under other policies) The Implementation Committee will be chaired by Prof. Lucy Lach (School of Social Work) and the Chair of the ad hoc panel that will conduct a study of campus sexual violence at McGill is Prof. Shaheen Shariff (Dept. Integrated Studies in Education).*

*The new Office for Sexual Violence Response, Support and Education (O-SVRSE) is located at 550 Sherbrooke St, Suite 585. This office houses the position of Harm Reduction Officer (B. Tetrault), and a new (Feb 2017) position of Sexual Assault Response Advisor, Émilie Marcotte. The latter position will provide support to survivors and also undertake training and education.*

*b) Harassment, Sexual Harassment and Discrimination Prohibited by Law Policy: a revision of the Policy is underway. The revision is to clarify the responsibilities of the new position of Senior Equity and Inclusion Officer as an administrator of the policy and as a source of information for the complainants. The revision will also consider who can be a mediator of an informal resolution and how this will be documented. Currently assessors can be mediators.*

#### **4. President's Report [T. Hébert]**

- **Request for candidates for University Committee on Staff Grievances & Disciplinary Procedures – to propose 5 candidates for 3 positions [deadline: March 29/17]**

T. Hébert asked Council to forward names of candidates to him. [Update: He and Assoc. Provost A. Campbell agreed on a slate of candidates which were forwarded on March 29/17 to E. Rogowska, Secretary-General and G. Ntentis, Governance Officer, (Senate).]

M. Richard asked about the previously proposed idea of maintaining a list of MAUT members who might be willing to be nominated to University committees or to serve on MAUT working groups. He noted that not all University committees required tenured members, and that such service can benefit academic staff who are building their reappointment and tenure dossiers.

- **Meeting to discuss CAS Regulations [March 17/17]**

T. Hébert reported the meeting was postponed to March 24/17 and there is no update as yet.

- **Proposed Agenda for meeting with Principal and Provost on March 20/17**

The meeting was postponed and will be rescheduled. [Update: the meeting will take place on May 02/17, following the lunch hosted by the Principal with the current and new Executive.] T. Hébert asked Council to forward agenda items.

- **Update on Writing Forum [March 31/17] “Beyond Awkward”: Strategies for Improving Your Students’ Writing**

At this point, there are 36 participants registered for this members-only event. [Update: The Forum was cancelled and will be rescheduled in May 2017.]

- **Preparations for MAUT’s Appreciation Dinner [April 18/17]**

An invitation from T. Hébert will be sent to Executive, Council, Committee members, Former Presidents, Advisors, academics and others who have contributed to MAUT’s initiatives.

## **5. President-Elect’s Report [A. Saroyan]**

- **Clarification on changes to the Professional Development Fund (PDF) [Ref: J. Boruff]**

J. Boruff noted the amount of the PDF has increased to \$750/year but can be accumulated only over a two-year period. The maximum amount that can be in an academic’s account is \$1500.00 and the funds must be spent within that two-year time frame. If only a portion of this allotted amount is spent, the academic’s account will only be topped up to the maximum of \$750/year. At this point, questions / clarifications can be requested from: [margaret.lawrence@mcgill.ca](mailto:margaret.lawrence@mcgill.ca).

A. Saroyan noted that MAUT will be getting legal advice on the taxable component of this initiative. C. Riches noted that Academic Associates are not eligible for the PDF. This issue will be brought to Assoc. Provost A. Campbell’s attention and will also be discussed at CASC meetings. E. Shor emphasized the need for clarification concerning categories. A. Saroyan noted the information on the website is not conclusive and that personal professional development must be supported. K. Hastings noted that clarification about language used in Canadian Tax Laws was needed as well as information about a contact person, including phone number, who will provide answers to academics’ questions.

- **Update on Consultation re: Employment Regulations**

A. Saroyan indicated that a draft of MAUT’s proposal to revise the Regulations, formatted as a document with side-by-side changes, had been prepared. The document was not distributed to Council. K. Hastings indicated that the document proposes that various steps be taken before dismissal procedures are initiated (including a hearing before a committee of peers), and also proposes an extensive appeal process. Council agreed that the proposal could be forwarded to A. Campbell for information only.

- **Update on questions concerning the Academic Laptop Program**

A. Saroyan noted there is an allowed upgrade. There are differential costs for models not on the proposed McGill list. Different models necessary to carry out specific research needs may be requested. Requests for reimbursements will be decided on a case-by-case basis.

- **Update on Plans for MAUT's Forum on Tenure and Mentoring [April 19/17]**

At this point, A. Saroyan reported only two recently appointed presenters have not been confirmed. Plans are on schedule for this members-only event.

- **Update on Spring General Meeting including Open Forum Concept**

A. Saroyan referred to a streamlined agenda. Requests have been sent to Standing Committee and Section Chairs to provide reports [prior to the SGM] that will be posted on the MAUT Webpage. In addition, members of the Executive, Council and Section Chairs will be asked to provide brief reports of the past year's activities [posted on the website] as well as brief bulleted PowerPoint presentations that will be projected.

The Open Forum, as part of the SGM, will focus on the list of issues forwarded by members, that will be addressed by feedback from members using "clickers" to register their opinions. Suggested issues include:

- The merit system and exclusions
- "Death by Forms"
- Cluster hiring
- Extra administrative duties and possible solutions

A. Saroyan will ask participants to forward screen shots of the most difficult forms for discussion. Publicity in the MAUT Newsletter will ask members for feedback on the issues of time management and the impact of extra administrative duties on academics' teaching and research.

## **6. Past-President's Report [D. Lowther]**

- **Update on Nominating Committee Initiatives**

A second Call for Nominations was sent to MAUT members. The Nominations closed on March 22/17. Information on the acclaimed Executives, the candidates for the position of VP Finance, the acclaimed Section Chairs and the candidates for Councillors' two-year terms will be posted for information on the MAUT website.

## **7. VP Finance's Report [K. Hastings]**

- **Proposal to reduce the membership dues mil rate**

K. Hastings introduced the proposal [**See Appendix II**] to reduce the mil rate to 5.8 from the current 6.5. The reduction is proposed to begin in September 2017. He referred to historical circumstances and the changes in MAUT's mil rates over the past 17 years from 5.5 to 5.0 to 6.5 and now to 5.8. He referred to discussions during the previous Council meeting which addressed these issues. The proposed mil rate change will be evaluated in a year.

M. Richard referred to the rationale of implementing a modest reduction this year, and possibly a further reduction later once the costs of hiring a Membership Engagement Officer are known.

D. Titone commented the increase in membership would support further mil rate reductions. This proposal will be taken to Council in April 2017, to the SGM for members' feedback and to

Council in May 2017 for implementation. K. Hastings proposed the motion. Seconded by T. Hébert. Council agreed unanimously.

- **Draft List of Duties and Job Posting for MAUT Membership Engagement Officer**

K. Hastings circulated a draft list of duties for this position as well as the proposed job posting announcement. Council discussed the following:

- Council would draft the final job description and employment contract.
- The MAUT President would be the signing officer on this contract
- Council would be part of the employment and hiring process.
- The salary range for this position and required technical and analytical skills
- Suggestions as to where this job could be posted

K. Hastings emphasized the Minutes would record this discussion and that Council agrees to proceed with this process.

## **8. VP Communications [G. Gore]**

- **Next Newsletter: March 29/17**

G. Gore reminded Council members to submit items for the Newsletter by March 26 (usually items are due ten days before publication).

## **9. VP External's Report [A. van den Berg]**

- Update on Assistant Professor (Special Category): colleague was told she wasn't eligible for the current merit and salary raise

Following questions to Provost Manfredi and Assoc. Provost A. Campbell, the following information was provided by A. Campbell:

*Someone who is Special Category at the time of the 2017 merit exercise, or was hired after August 31<sup>st</sup>, 2016, will be ineligible for merit. (Cat 6)*

*Someone who is TT at the time of the 2017 merit exercise and was hired between 1 Jan and 31 Aug 2016 is entitled to merit, even if originally hired as Special category (Cat 7).*

Council noted the Special Category status usually applies for no more than one year during which the academic completes a doctorate. M. Richard noted the information is included in the publicly available Academic Salary Policy and the Implementation Guidelines. G. Gore also noted that TT and tenured staff hired between 1 Jan and 31 Aug 2016 are eligible for Category 7 merit (the monetary equivalent of Category 4 for the last two years), which seems to be a recent change in practice, based on conversations with colleagues. This issue will be discussed at CASC over concerns for clarity, uniformity, and fairness.

- **C. Lu and latest update on McGill's Travel Regulations and McGill Vision**

C. Lu has forwarded the latest update: a clear and concise report on the Travel Management Policy. The information will appear in the March 2017 MAUT Newsletter.

- **Update on CAUT's Clinical Faculty Representative from MAUT**

A. van den Berg has requested Council to forward the names of candidates to fill this position. [Update: Prof. Leslie Fellows has been nominated to fill this position.]

## **10. VP Internal's Report [P. Rohrbach]**

- **Reports for the Spring General Meeting**

There was no report.

## **11. Other Business**

J. Boruff commented that MAUT was not consulted concerning the Pay Equity Process. She suggested this should be another agenda item for the upcoming CASC meeting. J. Varga was asked to look into this legislation and forward his findings to Council.

## **12. Adjournment**

S. Algeri moved to adjourn the meeting. Seconded by A. van den Berg. The meeting adjourned at 1:43 pm.

## **Appendix I**

On behalf of the McGill Association of University Teachers (MAUT), Council hereby re-affirms the call for the improvement in collegial governance specified below:

(Originally passed by Council October 23, 2013)

“In the interests of increasing the democratic and collegial nature of the process of the appointment of Deans of Faculties, Libraries, Continuing Education, etc\*, (henceforth termed a Faculty) within the University, it is resolved that MAUT promotes the following procedural reforms:

1. The membership of the Advisory Committee on the appointment of a Dean of any Faculty shall be constituted so that a majority of its members are ranked academic members of that Faculty chosen by a vote held in the Faculty.
2. The selection process shall be made an open procedure in that:
  - (i) the list of applicants on the short list for interview shall be disclosed to the members of the University;
  - (ii) candidates shall be provided the opportunity to meet members of the Faculty, and
  - (iii) members of the Advisory Committee shall be free to consult with members of the Faculty.
3. The Principal shall recommend to the Board only from those names submitted to it by this committee.

\* In the selection of the Dean of Graduate and Postdoctoral Studies similar procedures should be applied.”

(Quoted from the minutes of the October 23, 2013 Council meeting)

## **Appendix II**

Whereas Article XII (1) of the MAUT Constitution states:

Full members, Associate Members and Retired Members will pay dues and fees to MAUT to support the activities of the Association. The schedule of dues and fees shall be drawn up by Council and presented for discussion at a general meeting before final approval by Council.

And whereas Council agrees that, since the 2010/11 increase in the membership dues rate enacted in response to the financial pressures arising from costs of a significant legal case, MAUT has accumulated sufficient financial reserves to permit a return to a lower membership dues rate,

Be it resolved that MAUT Council gives preliminary approval for a decrease in the membership dues mil rate for Full Members from the current 6.5 (i.e. 0.65% of salary) to 5.8 (i.e., 0.58% of salary) to take effect September 2017.

The preliminary approval by Council will be presented at the upcoming Spring General meeting for discussion and will then come back to Council in May 2017 for final approval.