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# MAUT Council Meeting

## MINUTES

Wednesday, April 13, 2016  
McGill Faculty Club 12:00 noon

Present:	
Executive:	D. Lowther, T. Hébert, A. van den Berg, K. Hastings, A. Shrier,
Council:	E. Shor, M. Richard, J. Cooperstock, V. Raghavan, T. Moore, D. Covo, E. Duffy, C. Riches, S. Algieri, N. Kamran
Regrets:	A. Saroyan, D. Titone, R. Sieber, K. GowriSankaran,
Guests:	Assoc Provost A. Campbell, A. Salamon
MAUT Staff:	H. Kerwin-Borrelli, J. Varga

D. Lowther called the meeting to order at 12:23pm.

### 1. Approval of Agenda

Council reviewed the Agenda for the April 13, 2016 Council Meeting. There were no changes. M. Richard moved to approve the Agenda. Seconded by T. Hébert. Council agreed unanimously.

### 2. Approval of Minutes

The Minutes of the March 16, 2016 Council meeting were reviewed. There were two minor corrections. K. Hastings noted that MAUT Council agreed “unanimously” to the motion on the need for adequate consultation concerning the Regulation on the Conduct of Research & Implementation Plan.

In Item 8: Report from the Finance Committee, the date was corrected to April 13, 2016.

With these corrections, E. Shor moved to adopt the Minutes of the March 16/16 Council Minutes. Seconded by N. Kamran. Council approved unanimously. The final and approved Minutes were posted on the MAUT website.

### 3. Business Arising

There was no Business Arising.

### 4. President’s Report (D. Lowther)

- **Assoc Provost Angela Campbell and presentation: Proposed Amendments to the Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law**

Assoc. Provost A. Campbell noted that the Sexual Assault Policy will be dealt with separately. The document that was discussed had a bulleted list of key amendments to the current policy.

The proposed amendments included:

- Replacing the role of the Coordinating Harassment Assessor with a Harassment Advisor who will be a link between the Office of the Provost and VP Academic, the SEDE Office, and the wider McGill Community. The Harassment Advisor would oversee the suitable management and distribution of files, and ensure appropriate and sufficient training for Assessors.
- Formalize the training requirement for Harassment Assessors [academic and non-academic staff] and ensure the training qualifications of Assessors are made public.
- Increase the number of Assessors from 8 to 10.

- Provide for the possibility, in exceptional, complex cases, for the appointment of a “Special Assessor” from the McGill Community to provide proper support.
- Ensure gender neutrality in the language of this policy.
- Include recently established associations [AMURE, AMUSE, MCLIE] among those to be consulted.

The purpose of the Sexual Assault Policy is to educate, prevent, provide support for survivors, and establish an equitable policy across campus. The policy will clarify what constitutes sexual assault. Professors will be encouraged to help students develop their autonomy and encourage them to report harassment incidents. M. Richard commented that, by the end of the 2014-2015 academic year, a revised draft of the Sexual Assault Policy had been produced which resolved some of the difficulties of the previous draft. It was expected that this revised draft would be presented to Senate in 2015-2016, but over the summer of 2015 the Sexual Assault Policy became the focus of student representatives who were concerned about intersectionality issues. These concerns led to a re-drafting of the Sexual Assault Policy, which took up much of the 2015-2016 academic year.

K. Hastings noted the Sexual Assault Policy Document will not go to Senate in May 2016, thereby providing more time for reflection. A. Campbell will be asked to report in Fall 2016.

K. Hastings asked if the Volunteer Harassment Advisor performed other functions. He questioned the replacement of the Coordinating Harassment Assessor who receives the first responses and forwards the files to the proper channels. He also asked if non-academic staff would speak to non-academic assessors. A. Campbell responded the Harassment Advisor would have a more robust role with connections to the Academic Personnel Office, HR, the SEDE Office, and provide services to the University community.

K. Hastings noted the “volunteer” nature of the previous position and wondered whether the change to a primary access through a staff member paid specifically to carry out this duty could change the nature of the interactions with members of the community.

J. Varga commented that most students involved in cases of harassment would not immediately approach Deans to report situations as Deans do not have to go through an Assessor, can call the academic involved to a meeting, and possibly make a determination.

J. Varga commented that all cases involving harassment should go through a determined process to ensure fairness for respondents. K. Hastings agreed that actions taken by Deans should go through the process, as there could be disciplinary process involved.

E. Shor inquired about the annual number of cases and whether they are student-supervisor related, or involve other students, or non-academic staff. A. Campbell responded that many cases involve HR related incidents concerning non-academic staff and inappropriate conduct in the workplace. Other examples involve students and their supervisors and students against other students.

- **Report from Chairs of Committees**

Reports were received from the following Committees: Collegiality, Finance, Retirees’ Section, Tenure, Renewal and Mentoring and Membership.

### **Collegiality Committee**

M. Richard referred to the Collegiality Report and the list of issues noted as not followed up by Council. These included: the inclusion of an appeals process in cases of dismissal of a faculty member by the Principal, increase of faculty and staff representation on the Pension Administration Committee, and revision of the procedures for selecting deans. Council commented that discussions had taken place with former Associate Provost L. White on the selection of Deans and on-going discussions were continuing with Assoc. Provost A. Campbell. Concerning the appeals process, A. van den Berg noted the Administration and MAUT are working together on revisions to this policy. A. Shrier noted the University is responsible for McGill Pensions and must retain its majority status. In April 2014, then President K. Hastings sent a letter to the Chair, Board of Governors, with MAUT's proposal for a change in the membership of the PAC. [NB: On April 20/16, D. Lowther sent an updated letter to S. Cobbett, then Chair, Board of Governors, included the initial letter from K. Hastings, and asked for a follow up.] The updated letter was acknowledged. A. Shrier commented on the statement in the Collegiality Committee report that the MAUT Executive had censored an opinion that was forwarded for publication on the ListServ and noted this was one person's opinion. D. Lowther remarked the possibility of setting up a Form for people to express their personal ideas. This Forum would not involve the entire ListServ and participants could sign on and off.

T. Hébert proposed that D. Lowther ask G. Mikkelson to reword some of the statements in the Collegiality Committee Report.

### **Finance Committee**

The recommendation from the Finance Committee was not to change the mil rate of 6.5 for this year. The current financial procedures have always resulted in a clean audit. There was a recommendation to develop descriptive documentation for MAUT financial procedures for presentation at a future Council meeting. In addition to the constitutionally designated committee members, there was a recommendation to add an additional member from Council, but not from the Executive. This proposal would require an amendment to the current Terms of Reference for this committee.

Another recommendation was to have the two MAUT Officers prepare updated job descriptions.

### **Membership Committee Report**

S. Algieri addressed the initiatives that the Committee has developed to provide services to members and increase membership over the 2014-2015 and 2015-2016 academic years. There is a new event planned for October 2016: MAUT's Guide to the Universe(it) which will provide information and support for prospective, former, and current members, as well as newly-elected Councilors. He remarked the Committee is actively recruiting candidates as faculty representative. He presented the details of the four 2015-2016 events including attendance figures and costs. Some of the topics discussed by the Membership Community included eligibility for membership, current dues, research on why academics join or resign, and the merits of having MAUT representatives per faculty council and department. S. Algieri also spoke about promoting awareness of MAUT contributions to the quality of academic life at McGill.

### **Retirees' Section**

K. GowriSankaran's report mentioned the speakers at the last three Retiree luncheons. He thanked the members of the current committee for their on-going energy in planning new initiatives.

## **Tenure, Renewal and Mentoring Report**

The report was prepared by A. Saroyan, Committee Chair. She reported on the purpose of the Committee and some of its activities which include: disseminating information about successful mentoring models at McGill, providing annual workshops for new academics, chairs and deans, and soliciting departmental help in establishing formal and informal mentoring. Also included were the statistics on participation in the annual workshop, new members who joined MAUT following the workshop, and evaluation comments from the Workshop on April 24/15. The agenda for this year's Workshop was included along with the invitation to attend the Spring General Meeting which would immediately follow on April 21/16.

- **Working Groups for Regulations on the Conduct of Research and Intellectual Property**

D. Lowther noted there were more meetings scheduled with the Administration and the working groups. Assoc Provost A. Campbell has been the liaison for several of these groups. D. Lowther referred to documents dealing with Research Misconduct, Safe Disclosure and Harassment. He noted if a process were to be created, then the subsequent discussions would deal with the measures involved. If processes were already in place, then discussions would review them.

Council commented on prioritizing discussions concerning Disciplinary and Grievance Regulations, the Sexual Assault Policy, and the Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law.

- **Spring General Meeting: Approval for Agenda, Reports from Executives and Constituency Chairs**

Council reviewed the Agenda which also included: (a) a report on Advising and (b) on Kids and Company. Council approved the Agenda. D. Lowther will contact A. Moores for an update on DayCare issues for the Spring General Meeting.

- **Update: CASC Meeting on April 14/16**

D. Lowther updated Council on discussion items that included:

- benchmarking [McGill's salaries and benefits package]
- a preliminary discussion on parental leaves and merit allocations
- homogeneous merit distribution across McGill
- a merit policy document that was not public and following MAUT's objections, the merit policy document was circulated

Council also asked about the academic salary policy for the next three years. K. Hastings noted the announcement that the June 2016 salary increase is still on target.

D. Lowther commented the announcement of the next three years' salary policy could come following the presentation of the Provost's Budget. T. Moore questioned whether the numbers provided included the total compensation package.

- **Executive Lunch with Principal Fortier on April 12/16**

D. Lowther reported research funding by the Tri-Council was a topic discussed at the lunch.

## **5. Update on Elections 2016**

The results will be announced by B. Gillon, Chair Nominating Committee at the Spring General Meeting on April 21/16.

During the election period, there was no candidate for the position of President-Elect. Following the election period, two candidates stepped forward. According to the MAUT Constitution, Council could name a President-Elect from its ranks or there could be an election.

#### **6. President-Elect's Report [T. Hébert]**

T. Hébert reported the Survey results are being reviewed by S. Laver and C. Samuel of the McGill Writing Centre in preparation for an upcoming MAUT Workshop for chairs, academics and MAUT members who wish to learn about the resources available at the University that can improve their graduate and undergraduate students' skills in research writing and the appropriate use of academic conventions.

#### **7. VP Communications**

A. Shrier thanked the Communications Committee: G. Gore, J. Aitkens, A. Miller-Nesbitt and C. Riches. The three Librarians are also the Editors for the Newsletter and the Website. He noted that H. Kerwin-Borrelli [Administrative Officer] is the point person who receives submissions for both the Webpage and Newsletter which are forwarded to the Committee.

The incoming VP Communication, G. Gore, will review the current practices. A. Shrier's report addressed several possibilities for consideration: the Webpage is hosted by McGill at no cost; the Newsletter could be generated on a platform or on the ListServ. If MAUT chooses to go with an outside provider, there will be associated costs. He noted the evolution of MAUT's Newsletter and Website. He proposed that the next Newsletter have profiles on a new member and the incoming President. A. Shrier noted that messages on the ListServ are always approved by the VP communications and the Executive. A. Shrier commented on the recent and successful Joint Membership and Communications Committee Meeting and proposed regular meetings.

#### **8. VP Internal [A. Saroyan]**

The report on the Tenure and Mentoring Committee was forwarded.

#### **9. VP Finance [K. Hastings]**

The report was presented earlier.

#### **10. VP External [A. van den Berg]**

##### **• Publicizing CAUT and FQPPU documents on the MAUT Website**

A. van den Berg noted that both CAUT and FQPPU regularly forward information for distribution to members.

Council discussed the following:

- 1) Ways to send information from CAUT and FQPPU to the membership
- 2) MAUT does not publicize CAUT and FQPPU passwords
- 3) The development of an easily accessible site on the MAUT webpage with links to CAUT and FQPPU submissions

#### **11. Membership Committee**

S. Algieri thanked H. Kerwin-Borrelli and J. Varga for their work this past year with the Committee. S. Gruenheid has joined the Membership Committee. S. Algieri thanked the following people:

A. van den Berg and J. Cooperstock for using the MAUT Information package in faculty meetings.

J & E. Varga for the updated MAUT brochure and preparation of the events postcard.

At the Joint Council meeting on May 18/16, the Membership Committee will present a budget for the printing of the MAUT brochure and MAUT's proposed events for 2016-2017. S. Algieri will contact academics in the various faculties with the request that they be MAUT point persons. The Membership Committee will meet with N. Zrihen [Faculty Club] to confirm dates and arrangements for the upcoming MAUT events, including MAUT's guide to the Univers(ity) in October 2016.

**12. Other Business**

There was no other business.

**13. Adjournment**

D. Lowther called for a motion to adjourn. V. Raghavan moved to adjourn the meeting. Seconded by T. Hébert. Unanimously approved. The meeting ended at 1:55 pm.