

MAUT • APBM

McGill Association of University Teachers Association des professeur(e)s et
bibliothécaires de McGill

FALL GENERAL MEETING November 13, 2014

MINUTES

1. Call to Order

The meeting was called to order at 12:05 pm. Bruce Lennox, President, welcomed members to the MAUT Fall General Meeting and reminded them to sign the attendance record. He noted that the Fall and Spring General Meetings are opportunities to summarize Executive and Council activities of the previous six months and provide members with a forum to express their concerns, initiatives, ideas and future plans.

The Executive and Council reports are posted on the website and these Officers will present brief summaries and answer questions. Speakers from the audience are asked to identify themselves when using the mike, and to indicate their status as full, associate, or retired members prior to questions and comments.

A total of 75 attendees signed in including 52 full members, 18 retired members, and 3 guests and the 2 MAUT Officers. The quorum for General Membership Meetings of 100 full members was not achieved. Any issue requiring a vote would be decided by a referendum.

2. Adoption of the Agenda

Members reviewed the Agenda. There was revision. Originally there was to be an open discussion on the Provincial Budget with a presentation by Max Roy, FQPPU President. Instead, this has been changed to an open information discussion on merit and ATB salary policy that will be presented by President-Elect D. Lowther. B. Lennox announced a moderated Forum on Merit and ATB Policy will take place in Spring 2015. With this clarification, the Agenda was adopted.

A. Saroyan / L. White Adopted

3. Minutes of the April 25, 2014 Spring General Membership Meeting

Members reviewed the Minutes which had been posted on the MAUT website, along with the Reports. <http://www.mcgill.ca/maut/news-reports/reports>

There were no changes, the Minutes were adopted and have been posted. [NB: These Reports are appended to these Minutes.]

K. Hastings / D. Covo Adopted

4. President's Report

(a) Statement of Academic Freedom.

B. Lennox formally thanked Chair B. Gillon and members [D. Cere, I. Henderson, J. Galaty and J. Aitkens] of the **Ad Hoc Committee on Academic Freedom**. The Statement of Academic Freedom was approved by MAUT members in a Referendum held from May 21/14 to May 28/14 and passed with an 87.7% majority. B. Lennox and the MAUT Presidents will meet with the

Principal and Provost on November 14th, 2014 to discuss the process of bringing the Statement into the University Regulations.

(b) Concerning Collegial Governance and consultations with members of the University Administration, the MAUT Council recently established an ad hoc committee [A. Saroyan, D. Lowther and T. Moore] to review the draft revisions to the Regulations on Sabbatic Leaves and Leaves of Absence. These consultations took place with Associate Provost L. White and the proposed changes will be brought to Senate.

(c) Concerning Communications, B. Lennox remarked that consultation and dialogue are key components of collegial governance. Guests at the Executive and Council meetings have included Principal Fortier, Deputy Provost O. Dyens, Associate Provost L. White, the Travel Management Group, and F. Fovet, Director of the Office for Students with Disabilities. MAUT has invited the Dean of Students, A. Costopoulos and Provost Masi to attend future Council Meetings. These are informal discussions that lead to positive and encouraging outcomes.

He noted that A. Shrier, VP Communications had issued a Q & A on November 07/14 as a follow up to the message from Vice-Principal Di Grappa clarifying the Financial Report presented to the McGill Board of Governors on October 2, 2014. He asked members to send their queries to MAUT on topics such as pensions and benefits: maut@mcgill.ca and they will be forwarded to A. Shrier. More Q& A's will follow.

5. Auditor's Report

B. Lennox introduced P. Gagnon, CA, MAUT's Auditor, who presented the Report of MAUT's financial activities for the year beginning September 01/13 and ending August 31/14. The Report was prepared by the firm of Lehoux and Boivin. The Auditor commented on MAUT's financially healthy statements and well-managed activities. The Report is unrestricted. He referred to specific details on sources of revenue and expenses with the Income and Net Resources Statement and the Balance Sheet as of August 31, 2014. He also provided comparative details with 2013 data. P. Gagnon clarified a question from M. Richard concerning allocations to the Association over a two-year period. A. Saroyan noted that the allocations are for course / research reliefs for the Executive and the Chair of the Librarians' Section.

6. SBAC Advisory Committee Report

Al Shrier, N. Acheson and E. Zorychta are the MAUT representatives on the SBAC [Staff Benefits Advisory Committee]. This committee also includes representatives of MUNASA, MUNACA and other employee groups at McGill. The McGill Plan is self-financing and health and dental costs reflect actual costs and the Plan has a built-in buffer. A. Shrier noted that last year the SBAC agreed to decrease premiums for 2014 based on low plan expenses, but this year's expenses, partly as a result of several large claims, increased more than expected, so SBAC agreed to increase premiums for 2015.

The Large Amount Pooling insurance that our Health Plan purchases from Manulife presently covers all amounts of individual claims that exceed \$75,000. When asked about the cost of this insurance coverage, N. Acheson forwarded this information: that *the actual fixed cost for 2014 is \$413,359*. A. Shrier noted that *Towers Watson* is the consultant firm that oversees McGill's insurance costs and Manulife administrates the Plans. M. Yalovsky is Chair of the SBAC and L. Gervais, Assoc. VP, Human Resources, is also on the Committee.

Al Shrier reported on a recent SBAC proposal to change the composition of the SBAC, to give one of MAUT's three designated seats to AMURE. This would bring MAUT's representation down to two seats. AMURE would have a seat, as would MURA [McGill University Retirees' Association]. Presently, N. Acheson is a MAUT Representative who is a Retiree. This proposal was brought to Executive and Council but losing one seat was not approved and MAUT's decision was reported to SBAC. Al Shrier commented on the variances in what the Retirees' groups at McGill would want to be covered by the Plan. Currently there is full travel coverage for 90 days, which is mostly used by retired academics. A. Shrier noted that up-to-date information must always be available.

7. Reports from Executive and Chair, Librarians' Section
(a) Report of the VP Finance – Christopher Ragan

The Financial Report, forwarded by C. Ragan, VP Finance, was posted on the web. B. Lennox provided a summary.

The main source of revenue comes from members' dues; a secondary source is the Provost's Allocation. The expenses are membership dues to CAUT and FQPPU, the national and provincial associations, employees' salaries and operating costs. There is an average annual operating surplus of roughly \$40K.

MAUT's financial assets are divided between cash accounts at McGill and the Royal Bank and four selected mutual funds, which are moderate and conservative investments. The MAUT Finance Committee met last February 2014 and will meet in the New Year. Noting that the MAUT's finances are in very good shape, the Finance Committee will review five items:

- (a) What is the appropriate amount of accumulated assets for MAUT?
- (b) What is the appropriate level of membership fees?
- (c) Can membership fees be decreased and will this proposal increase the membership base?
- (d) What is the best investment strategy for MAUT's accumulated assets?
- (e) What level of risk is acceptable or should MAUT be taking any risks?

The Finance Committee will prepare a detailed proposal to bring to Council.

(b) Report of the VP Internal – Alenoush Saroyan

Alenoush Saroyan reported that the VP Internal position is responsible for MAUT's participation in the University's internal affairs.

Activities undertaken included MAUT's proposals for candidates for the vacant positions on the University Standing Committees: Committee on Staff Compensation [CASC]; the Committee on Staff Grievances and Disciplinary Procedures; Intellectual Property Appeals committee; etc.

Alenoush Saroyan gave an example of another activity, namely the work of an MAUT ad hoc committee [A. Saroyan, D. Lowther and T. Moore] that worked collegially with Associate Provost, L. White, [Policies, Procedures and Equity], on the proposed revisions to the Regulations concerning Leaves of Absence and Sabbatic Leaves. This version is to be brought to Senate for approval.

Another ad hoc committee is working on developing the terminology and parameters for a policy concerning consultation with MAUT and this will be brought to Council for approval shortly.

Alenoush Saroyan and K. Hastings have formed a Working Group to fill in the vacant positions on MAUT Standing Committees. Most of these have been completed and have been approved by Council. This group is also developing formal Terms of Reference for these committees which ultimately will be posted on the MAUT website.

N. Acheson commented that the new MAUT website should be updated with this information. This is an on-going initiative.

At 12:44 pm, President B. Lennox ceded the chair to President-Elect, D. Lowther.

(c) Report of the VP External – Axel van den Berg

Axel Van den Berg reported on MAUT's interactions with the *Fédération Québécoise des Professeures et Professeurs d' Université* [FQPPU-provincial] and the *Canadian Association of University Teachers* [CAUT-national]. His report is available on the website

The FQPPU held its Fall *Conseil* on October 23-24/14. A major discussion concerned the cutbacks to university funding and the proposed Bill 15 which has implications for academic staffing decisions in the UQ system.

The *Federation* is conducting a survey of its members on issues related to research and gender. All faculty have been invited to participate. MAUT noted that Librarians were not included in the initial invitation. Professor Françoise Naudillon [Concordia University] is the supervising academic.

The FQPPU is calling for nominations for four Executive positions. Information about electoral proceeding and candidates will be forwarded shortly. In April 2015, there will be another in a series of workshops on academics' working conditions and service to the community. A. van den Berg noted that the FQPPU solicits proposals for workshops that would be of interest to its members. Suggestions can be forwarded to: maut@mcgill.ca

Axel van den Berg reported on CAUT's activities. The Fall Council will take place in November 28-30/14. He referred to upcoming agenda issues: academic freedom and fair working conditions for contract academic staff. A link to the agenda is found in his web report and he asked MAUT members to forward their agenda topics to him. The MAUT delegation to the Council will request that CAUT create a running database on salaries and benefits among the U15 Group.

CAUT is organizing a Senior Grievance Officer's Workshop to which A. van den Berg invited current and potential MAUT advisors to attend. M. Richard commented though the agenda for this workshop refers mostly to union specific issues, many concepts are also applicable to associations, such as MAUT.

Concerning diffusing communications from the national and provincial associations, A. van den Berg noted that upcoming issues of E-MAUT will have information on and links to the FQPPU and CAUT initiatives.

(d) Report of the VP Communications – Alvin Shrier

Al Shrier referred to his web report. His goal as VP Communications has been to keep MAUT members informed about evolving matters such as the McGill Pension Plan and its relation to the operating budget and information on MAUT sponsored events and surveys. [Note: E-MAUT was launched on November 20/2014.]

He noted the website has been modernized and that content and information will be updated shortly. The MAUT website is intended to be a source of information which will be highlighted in the E-MAUT with direct links to the website. A. Shrier noted the issue of the MAUT Open Forum has still to be resolved and the Communications Committee is exploring options. The members of the Communications Committee are: Librarians G. Gore, A. Miller-Nesbitt, and J. Aitkens, who are the web managers, along with T. Hébert and himself as Chair. He asked members to forward their feedback to him.

(e) Report of the Chair, MAUT Librarians' Section – Tara Mawhinney

T. Mawhinney reported on productive monthly meetings with the Dean of Libraries that foster communications between the administration and librarian staff. The LS has been actively involved in MAUT Council and General Spring and Fall meetings. The Chair has attended CAUT workshops, such as the recent Librarians' and Archivists' conference. Several librarians are part of the CAUT equity network. T. Mawhinney reported that 84% of all eligible librarians as well as 22 *retirées* are MAUT members. At the recent Librarians' Fall General Meeting, B. Lennox discussed MAUT's Academic Freedom Statement.

She thanked Librarian M. Richard who has worked with several MAUT ad hoc Committees to examine issues related to University Regulations and MAUT Advisors: L. Kloda, M. Richard, and J. Hobbins. She thanked G. Gore, A. Miller-Nesbitt and J. Aitkens for updating the MAUT website. Joan Hobbins also serves on the Collegiality Committee and S. Smith on the Ad Hoc Committee on Daycare. The LS Retirees are active in the MAUT Retirees' Association.

There have been documents produced by the Professional Issues Committee. One example is: *Performance Appraisal Processes: Approaches and Ideas* in September 2014. The Librarians' Section has been actively recruiting both new and existing librarians into the MAUT-LS through personal invitations and distributing information and reports to all staff. These reports are available on the librarians' website.

The LS is furthering a culture of research among librarians, promoting the role of the Library Council as a discussion forum, and encouraging staff involvement in the current feasibility study on *Re-imagining the McGill University Library and Archives*.

(f) Report of the President-Elect – David Lowther

D. Lowther reported on interesting learning experiences with MAUT initiatives on the CASC concerning the university budget cuts and effects on the McGill Pension Plan. He is part of the ad hoc Committee [with A. Saroyan and T. Moore] to review changes to the (a) Tenure Regulations, and (b) Policies on Leaves of Absence and Sabbatic Leaves. This Committee is currently working with Associate Provost. L. White and the report is expected shortly.

(g) Report of the Past President – Ken Hastings

K. Hastings remarked that one of the Past-President's duties is to oversee the annual spring elections. He reported on two other main and on-going initiatives: the Citizens' Council and the Membership Committee, whose Chair is S. Algieri.

The Citizens' Council was formed in 2013 following the recommendation in MAUT's GPS Report [*Governance, Protest and Security: Report of the MAUT Committee to Examine the Implications of the Events of November 10, 2011*]. The Citizens' Council is an informal association of all student and employee groups at the University and its goal is to increase communication among members of the McGill community. Two survey reports are planned: (a) a Campus-wide response to the Principal's Report of March 2014 and (b) the Citizens' Council Governance Report of the issues at all levels, which is scheduled for early 2015. Concerning the Response to the Principal's Report, the goal is to collate the responses and present a collective summary. The Citizens' Council will meet with the Principal in January 2015 to discuss the survey results. It is also hoped that the "Governance Report", will provide a balanced and critical reflection of initiatives, strengths and weaknesses and hopefully will become a regular addition to the community calendar. He encouraged MAUT members to participate in these surveys.

M. Richard asked if the survey would focus on governance in the broad, formal sense or will include the day-to-day events at the local level. K. Hastings noted that all examples of governance would be investigated and that people's feedback was essential. M. Richard proposed a future survey on governance and administration.

8. Membership Committee – Stefano Algieri

S. Algieri, Chair of the Membership Committee, spoke about recent activities. He noted that at a recent meeting of the Committee, J. Varga, Legal and Professional Officer, provided data on eligibility for MAUT membership.

S. Algieri spoke about the success of the September 9th Welcome Gathering and the October 5th Octoberfest Apple Picking at Tadjia Hall. He spoke about the Membership Committee's plan to establish a protocol for annual welcoming events that reach out to members and non-members.

The Membership Committee is seeking to encourage newly-appointed academics to join the Association that provides services to the McGill academic community. S. Algieri referred to communicating information about the Association and capitalizing on what MAUT does well. On November 17th, the Membership and the Communications Committee met and discussed ways of working together to increase MAUT's coverage at McGill. S. Algieri thanked K. Hastings [MAUT Past-President], N. Zrihen [Faculty Club General Manager] and H. Kerwin-Borrelli [Administrative Officer] for their continued support. He asked members to forward their ideas for future events to his attention.

A *Winterlude Brunch* is scheduled for January 18th, 2015 at the Faculty Club for members, guests and their children. S. Algieri encouraged members to join the Faculty Club and noted that at the Schulich School of Music, from September to June of each year, 90% of the performances are free. Details can be found on the Schulich School of Music website. D. Lowther thanked the Membership Committee.

9. Chair Retirees' Section and MURA – Representative N. Acheson

N. Acheson reported that the MAUT Retirees' Section has close to 200 members. There are three formal lunches planned per year. There is an active Bridge Club and the Retirees' Executive plans visits to museums and concerts. The MAUT Retirees are members of the CURAC [College and University Retiree Associations of Canada]. K. GowriSankaran, Chair of the MAUT Retirees Association, is on the Board of Directors.

Recently, K. Hastings and A. Shirer brought a document outlining retirees' concerns to the Principal's and Provost's attention. N. Acheson noted that 25% of those serviced by the McGill Health and Dental Plans are retirees.

Recently, MURA, [McGill University Retirees' Association] held its first meeting. This Association will represent all McGill retirees. At its founding meeting on November 5th, 2014, an Interim Board and Executive were designated. N. Acheson noted that MAUT Retirees' Association will still continue to exist. The MURA anticipates having a seat representing Retirees on the SBAC.

N. Acheson is presently one of the three MAUT representatives on the SBAC, and he particularly addresses retirees' concerns. Manulife now has stricter criteria concerning medical emergency claims made by retirees when traveling abroad; some claims by retired Health Plan members may be denied based on these criteria, although we have yet to see such a case. After discussions with Manulife, active members are now on a more generous plan, but retirees have a stricter set of conditions. There has been a suggestion to investigate other plan providers.

All McGill employees who retire after May 31, 2016 will see their premiums to the Health Plan increase by 40% and their premiums to the Dental Plan increase by 100%. People who retire on or before that date will see no change in premium costs. Coupled with the additional premiums paid by any McGill employee or retiree age 65 and over to the Quebec Prescription Drug Plan, and the lower rates of reimbursements offered by that plan, this will impose a substantial financial burden on all new retirees beyond that which is already shouldered by present retirees. For example, a new retiree over 65 with a family membership in both the Health and Dental Plans could be paying \$3750 per year (plus taxes) in premiums to those two plans and the Quebec Drug Plan. You should be taking this into account if you plan to retire in the near future.

10. Open Discussion Item - Salary Policy at McGill – David Lowther

D. Lowther projected a series of overheads to provide some background on the current McGill Salary Policy and its implementation. There will be a Forum on Salary Policy in 2015. The salary policy is constructed on a percentage increase based on the salary mass of the academic staff.

There are two components: the ATB [Across-The-Board] and merit portions. The latter is divided into five, different, lump sum categories. Following a departmental performance review and ranking, the merit awards are distributed. The rule is that no more than 50% of the academic staff in a department can be placed in any one category and the total amount of the awards must not exceed the amount allocated per department. The amounts will vary annually depending on the overall percentage and the ATB component.

The slides showed that Level 5 merit is zero with ATB only. Level 4 Merit with the ATB should match the inflation rate for the average academic salary. The increments for Levels 1, 2 and 3 are equal. D. Lowther referred to a slide with the Merit Data for the past 4 years.

He noted that the merit data showed that a greater number of academics fell into Levels 1 and 2. He remarked the 2013 data was not present due to the salary freeze. There are also small category merit awards for levels 6 and 7 which refer to new academic staff and adjustments. He noted that 79% of academics fall into Levels 1 and 2.

D. Titone asked for data breakdown by faculty, rank, and the rationale for a zero sum game which potentially could mean that an academic in a strong faculty could accept a lower merit category. She asked about the lowest category that is below the rate of inflation.

K. Siddiqi asked about sharing these data on McGill's rankings as members must be aware of the larger picture in order to remain competitive. The PowerPoint was posted on the website. B. Gillon asked about objective information on incentives and academic staff achievement. He emphasized the need for more background and anecdotal information.

S. Rankin inquired about the upcoming Forum on Salary Policy. She asked how administrative stipends are constructed. A. Tsimicalis inquired if units received the same envelope for merit and the same percentage for salary mass. She asked for information on the breakdown on these categories, for example, how many assistant professors/librarians are in Category 5.

H. Etemad commented that the 4th category does not adjust for inflation as it is based on the CPI. He posed a philosophical question: if salary is geared to enhancing excellence, is there any logistical data that this type of distribution has enhanced excellence. He also emphasized that MAUT should have an independent opinion for these issues. N. Acheson noted that when the Administration presents increases based on the COL, it is important to recognize that the Québec COL increase should be a significant, deciding factor.

K. Siddiqi commented that in 2002-2003, then Provost Luc Vinet presented a salary proposal to bring McGill salaries among the top two or three in Canada. Although the recent increases are helpful, this target has not been reached and has affected recruitment and retention.

D. Lowther said that the suggestions submitted today would be sent to the Executive and Council members and be addressed at upcoming meetings.

11. Adjournment

D. Lowther called for the meeting to be adjourned. Moved by K. Hastings and seconded by A. van den Berg. Unanimously approved. The meeting adjourned at 1:40 pm.

Respectfully submitted:

Honore Kerwin-Borrelli
MAUT Administrative Officer

Appendix I: R. Bruce Lennox, President's Report for the FGM 11/13/14

I am pleased to present this summary of MAUT activities since the Spring 2014 AGM.

Highlights include:

(A) **Statement of Academic Freedom:**

The MAUT *Statement of Academic Freedom* was strongly endorsed, via referendum, by MAUT membership. We congratulate members of the *Ad Hoc Committee on Academic Freedom* for their tremendous efforts in crafting this very important statement. Discussions with the Principal and Provost are ongoing as to how to bring the *Statement of Academic Freedom* into the University regulations in some manner.

(B) **Collegial Governance:**

(i) Council established an *ad hoc* Committee to review draft revisions to *the Regulations on Sabbatic Leaves and Leaves of Absence*. Discussions with Assoc. Provost Lydia White have been very fruitful.

(ii) Ongoing discussions with the Provost's Office include issues related to the French language requirements for permanent residency and MAUT Executive inclusion in the regular Academic Leaders Forum meetings.

(iii) An MAUT representative on the new *Joint Senate Board Committee on Equity-Subcommittee on Family Care* was appointed.

(C) **Opening Lines of Communication:**

Consultation and dialogue are key components of collegial governance. Over the last 16 months MAUT has invited senior members of the University administration to meet with Council to share perspectives and concerns. We aim to make this a regular part of our monthly Council meetings. Visitors to Council/Executive have included Principal Fortier, Deputy Provost Ollivier Dyens, Associate Provost Lydia White, the Travel Management Group, and the Director of the Office for Students with Disabilities, Frédéric Fovet. Upcoming visitors include Dean of Students Andre Costopoulos and members of the Provost's Office. These meetings augment regular meetings that the three Presidents have with Principal Fortier and Provost Masi.

(D) **Committee on Academic Staff Compensation:**

Two meetings were held this Fall and another is scheduled for later this month. The MAUT CASC members learned about the provincial budget situation and of the administration's commitment to the 3-year salary agreement. CASC received preliminary information regarding total compensation and comparison of the McGill situation to members of the U15. The 2015-16 Salary Policy is currently being discussed at CASC; included are discussions about the relative sizes of the Merit and ATB portions of Salary Policy.

Related to CASC, MAUT sought clarification of information in the Financial Statement presented to the Board and in the Principal's Report of the Board Meeting. MAUT subsequently distributed a clarification memo from VP Michael DiGrappa, and recently sent out the first in a series of FAQ's regarding salary and pension issues.

(E) MAUT Business:

- (i) Members of Executive are preparing a set of recommendations regarding the use of terminology related to discussions, consultations, and approvals with/from MAUT. This set of terms is intended to prevent misunderstandings when interactions with MAUT are reported.
- (ii) MAUT organized a member survey regarding the search for a new Provost. MAUT then made a presentation, with a survey summary, to the Advisory Committee for the Selection of a New Provost.
- (iii) MAUT is an active participant in the Citizen's Council; Ken Hastings chairs these monthly meetings. A member survey regarding the Principal's Plans document was sent out earlier this week.
- (iv) Membership activities have been very prominent this Fall. Details of these and upcoming activities will be described in other Executive reports.

Appendix II: David Lowther, President-Elect's Report for the FGM

At this point, there is relatively little to report. The past 6 months has been a learning experience as I figure out what happens on the MAUT Executive. Excellent support has been provided by Bruce Lennox and Ken Hastings and I am beginning to understand the intricacies of MAUT. I have spent some time in meetings of CASC and being involved in the pension plan discussions as well as being a member of the committee discussing the changes to Tenure and Leave of Absence regulations with Lydia White.

I am looking forward to increasing involvement in the activities of the Executive over the next 6 months.

Appendix III: Ken Hastings, Past-President's Report for the FGM

Two initiatives have been especially important for me over the past year. These are: 1) the Citizen's Council, and 2) The MAUT Membership Committee.

Citizens' Council

The Citizen's Council is an informal association of all student and employee groups at McGill. This includes, in addition to MAUT, SSMU (undergraduate students), PGSS (graduate students and postdocs), MCLIU (course lecturers and instructors), MUNASA (management admin/support staff), MUNACA (non-management admin/support staff), AMURE (research associates and assistants), AMUSE (casual employees, many of which are also students), and SEIU (support staff in the trades, e.g. plumbers, electricians etc).

The Citizen's Council was formed in 2013 as the result of a recommendation in the March 2012 MAUT Report entitled "Governance, Protest and Security: Report of the MAUT Committee to Examine the Implications of the Events of Nov. 10, 2011". This report concluded that increased communication among the various elements of the broader McGill community could have been beneficial in constructively re-orienting some of the unrest and social energy that led to the tumultuous events of Nov 2011. This report proposed the formation of a multi-component

assembly, which it provisionally termed a “Citizen’s Council”, at which all sub-communities of the larger university community could meet and exchange information and opinion.

For the 2014/15 academic year the Citizen’s Council has planned two major survey projects. The first, which is currently underway, is a survey of campus-wide thinking regarding Principal Fortier’s Plans for the university, announced in March 2014. The plan is to obtain feedback from all elements of the university community on the strengths and potential weaknesses of the plans. This feedback will be collated and integrated, and will form the basis of a discussion meeting with Principal Fortier in early 2015.

The second major Citizen’s Council survey planned for the 2014/15 academic year relates to a project termed “The Citizen’s Council Governance Report”. The idea is that the Citizen’s Council will survey all its member sub-communities for examples of good and bad governance at McGill during the previous year. This will foster a constructive, and at the same time critical, engagement of the community with governance issues at all levels. We visualize the possibility that such a “Governance Report” could become a regular annual feature of the university community calendar. This survey will take place in early 2015.

Membership Committee

The MAUT Membership Committee, with the full support of MAUT Council, has taken a leadership role in the effort to establish social events, in which academic staff interact in an informal and fun context, as a significant element of the MAUT experience.

The Membership Committee, in conjunction with the Faculty Club, organized two extremely successful events in Fall 2014 – a Welcome Gathering at the Faculty Club on Sept 9, and an Octoberfest Apple-Picking event at the Macdonald campus on Oct 5. Both events were well-attended by members, non-members, and families, and everybody had a great time.

I will not provide details of these events here as they will be reported under another agenda item. However, I will note that, stimulated by the great success of the Fall 2014 events, the Membership Committee is now planning another fun, family-oriented social event for academic staff in January 2015. You will soon hear all about it.

Appendix IV: Al Shrier, VP Communications: Report for the FGM

As VP Communications, it has been my goal to keep MAUT members updated about the evolving events concerning MAUT. This has included some recent emails concerning the matter of our pension plan and its relation to McGill’s operating budget. We have also been sending out updates on various MAUT sponsored events and surveys.

In order to increase the flow of information to our members without causing email burden we are planning to launch an E-Newsletter. The MAUT E-News will provide periodic updates on events, issues, surveys, reports and other items relevant to our members. We hope you will find it useful.

The MAUT website was modernized several years ago, but the content has lagged behind. During this coming year we plan to update the information and make the site accurate and relevant. We would also like to use the website as a source of information about important current items and events. This information would be highlighted with a brief note in the E-News that would provide a direct link to the MAUT website.

The matter of an MAUT forum has not been resolved in any fashion but remains a viable possibility that we plan to explore.

I would also like to let you know that we have a dedicated Communications Committee at MAUT that includes Genevieve Gore, Andrea-Miller Nesbitt and Jane Aitkens, who are members of the MAUT Library Section and serve as the web managers for MAUT. In addition, the committee includes Terry Hebert and myself. We would welcome any feedback and suggestions.

Appendix V: Axel van den Berg, VP External: Report for the FGM

***Fédération Québécoise des Professeures et Professeurs d'Université* (FQPPU)**

The FQPPU held its Fall *Conseil Fédéral* on October 23rd and 24th. Among the major issues discussed at the *Conseil* were the Quebec government's plan to impose conditions and rules with respect to the management of pension fund deficits on Quebec universities similar to those in Bill 3 covering municipal employees, the recently announced cutbacks in university funding for this and the next budget years, and the proposed Bill 15 threatening to intervene directly in the academic staffing decisions of the Université du Québec system. The FQPPU has issued several strong statements condemning these (proposed) government policies (see <http://www.fqppu.org/>).

As part of an ongoing series of fora on academic working conditions the FQPPU will organize a forum on April 17th, 2015 dealing with service to the community as part of the responsibilities of university teachers. All are welcome to attend. More information will be available soon at <http://www.fqppu.org/evenements/>.

The FQPPU is currently conducting a member survey for a study on research and gender under the supervision of Prof. Françoise Naudillon of Concordia University. For more information and an invitation to participate in this survey, please contact: fjnaud@yahoo.com or hans.poirier@fqppu.org

While the survey is addressed to professors only—and we have registered our displeasure about this with Mme. Naudillon—all our members, *librarians included*, are encouraged to participate. Based on earlier survey material the FQPPU has released the latest instalment in its series on the working conditions of university professors in Quebec, dealing with the challenges of reconciling work with other obligations entitled *Le défi des conciliations: S'épanouir ... s'épuiser*. We have several free copies to hand out to interested members. An English translation should be available soon.

The FQPPU regularly organizes workshops and seminars that would be of interest to all university teachers in the province and it calls for suggestions from its member organizations on topics they would like to see covered by such events. If you have any ideas or suggestions do let us and/or the *Fédération* (<http://www.fqppu.org/contact/>) know.

At its next *Conseil federal* the member organization delegates will elect the new members of the FQPPU's executive council (president, vice-president, treasurer and council member). Any member of a member organization can be nominated for these positions. If anyone is interested in running for any of these positions, please contact federation@fqppu.org or www.fqppu.org for more information.

The Canadian Association of University Teachers (CAUT)

The Fall Council meeting of the CAUT will take place on 28-30 November in Ottawa. Issues to be discussed range from academic freedom cases to fairness for academic contract staff, from collective bargaining issues to a variety of national and international advocacy campaigns. The Council agenda can be found at [http://council.caut.ca/docs/default-source/default-document-library/77th-caut-council-agenda-\(2014-11\)ab69a1f749b562dba2e1ff000092afc2.pdf?sfvrsn=0](http://council.caut.ca/docs/default-source/default-document-library/77th-caut-council-agenda-(2014-11)ab69a1f749b562dba2e1ff000092afc2.pdf?sfvrsn=0). All documents related to the Council meeting can be found at <http://council.caut.ca/documents>. If members wish to be informed about any specific items or issues scheduled for discussion, please let me know at axel.vandenberg@mcgill.ca. Our delegation intends to propose creating a running database on salary and benefits in member universities at this meeting. Any suggestions about what such a database should contain are extremely welcome.

The CAUT is holding a workshop for senior grievance officers in Ottawa on December 14th. These workshops have been very useful in the past. We have asked current MAUT advisors if they are interested in attending the workshop but any members who are interested in playing a role in the future as advisor or in any other aspect of the grievance process are also more than welcome to attend these workshops. The deadline for registration is November 14th. For more information, visit <https://events.caut.ca/sqo-2014/>

Appendix VI: Chris Ragan, VP Finance: Report for the FGM

MAUT Financial Snapshot

The budget of the MAUT is relatively simple. The vast bulk of our annual revenues (roughly \$675,000) comes from the fees collected from our members. Another small amount (\$40,000) comes from the McGill Administration to finance teaching releases for members of the MAUT Executive. On the spending side, the single largest item is the dues we pass on to the CAUT and the FQPPU (roughly \$278,000 annually). The other large annual expenditure item is on salaries and benefits for the MAUT staff – roughly \$220,000 per year. For each of the past few years, the MAUT has had an average operating surplus of roughly \$40,000.

The existence of annual surpluses leads to the accumulation of financial assets. As of November 11, 2014, the MAUT had roughly \$553,000 in accumulated financial assets. This overall amount was divided between cash accounts at McGill (\$98,000) and at the Royal Bank of Canada (\$61,000), and holdings in four selected mutual funds (\$394,000).

MAUT Finance Committee

The MAUT Finance Committee usually meets once per academic year; it last met on February 5th, 2014. The Committee has not yet met for the current academic year, but will do so early in 2015. Issues of interest that merit an ongoing discussion (for the Committee as well as for the Council) include:

1. What is the appropriate amount of accumulated financial assets for the MAUT, in view of the possibility of future (expensive) legal cases?
2. Related to #1, what is the appropriate level of membership fees?
3. If MAUT membership grows significantly from its current level, is there an argument for reducing membership fees?
4. What is the best investment strategy for MAUT's accumulated financial assets?

Appendix VII: Alenoush Saroyan, VP Internal: Report for the FGM

Terms of Reference

The VICE-PRESIDENT (INTERNAL) is generally responsible for MAUT participation in the internal affairs of the University.

Activities

Five activities have been undertaken to date during this academic year.

a) Filling in vacant positions on University Standing Committees on which MAUT has representation. These committees are:

*Committee on Academic Staff Compensation (CASC);
Committee on Staff Grievances and Disciplinary Procedures;
Intellectual Property Appeals Committee;
Long-Term Disability Trustees;
Assessors: Harassment, Sexual Harassment and Discrimination Prohibited by Law; Panel for the Investigation of Research Misconduct;
Policy on Safe Disclosure (Whistle Blowing);
Principal's Awards for Administrative & Support Staff: Advisory Committee;
Staff Benefits Advisory Committee;
Committee on Sabbatic Leaves;
University Appeals Committee;
University Health & Safety Committee*

b) Filling in vacant positions on MAUT Standing Committees. These committees are:
*Collegiality;
Faculty Club;
Finance,*

*Membership;
Nominating; Non-Discrimination;
Remuneration;
Retiree Affairs;
Tenure and Mentoring;
MAUTAdvisors.*

c) Chairing a working group to scrutinize proposed revisions to the Sabbatic Leave and Leave of Absence policies of the University.

On October 2, 2014, Deputy Provost Lydia White initiated a request to MAUT regarding revisions made to the Sabbatic Leave and Leave of Absence policies. In its October 14, 2014 meeting, Council authorized a working group comprising Alenoush Saroyan, VP Internal, Timothy Moore, and David Lowther to review the suggested revisions. Input on the revised document was also sought from Marc Richard to ensure that the perspective of librarians was also taken into account.

The working work found the majority of the revisions superficial and without any consequence for our members. A few revised articles, however, were identified as potentially contentious, with potential implications for our membership. These items were discussed in a subsequent meeting with Deputy Provost White, resulting in further additional changes to address MAUT concerns to the satisfaction of the working group.

d) Preparing (with Ken Hastings) a policy document to outline the parameters and conditions under which the term “Consultation with MAUT” can be used by individuals or units that seek input from MAUT. *This document has been drafted and requires Council approval.*

e) Developing (with Ken Hastings and Joseph Varga) formal Terms of Reference for MAUT Standing Committees for internal use and for publicizing on MAUT website. *This work is in progress.*

Appendix VIII: Tara Mawhinney, Chair: Librarians’ Section, Report for the FGM

The Librarians’ Section of MAUT (MAUT-LS) has been active with monthly meetings with the Dean of Libraries, recruitment of new librarian hires into MAUT-LS, several reports produced by the Professional Issues Committee of the Librarians’ Section, the fall general meeting of the Librarians’ Section held on Oct. 24, monthly meetings of the Librarians’ Section Executive, and regular involvement with MAUT business, as well as CAUT meetings and initiatives.

Representatives from the MAUT-LS Executive have monthly meetings with the Dean of Libraries which are an opportunity to voice matters of concern to librarians. Meetings are productive and often lead to better communication between administration and librarian staff. Recent discussion points have included ways to further foster a culture of research among librarians, participation in the biennial survey on librarian salaries conducted by CAUT, ways of enhancing the onboarding experience of new librarian hires, the role of Library Council as being a forum for discussion as well as for informational purposes, and staff involvement in the library’s current feasibility study on “Re-imagining the McGill University Library and Archives.”

The Librarians' Section has also been active in recruiting new librarian hires, as well as existing librarians, into MAUT-LS. At present, there are 53 members of the Librarians' Section, which is 84% of eligible current librarians, as well as 22 retired members. Ways the Librarians' Section has been recruiting members include encouraging members to bring non-members to the Librarians' Section spring and fall meetings, as well as the general MAUT meetings, distributing reports conducted by the Librarians' Section committees to all librarian staff, and personally inviting new librarians to join the Librarians' Section.

The Professional Issues Committee of the Librarians' Section has been active in producing several reports such as the "Report on Onboarding and Orientation for Librarians and Other Library Staff" in April 2014 and "Performance Appraisal Processes: Approaches and Ideas" in Sept. 2014, both of which are available on the website of the MAUT-LS at: <http://www.mcgill.ca/maut/librarians-section/documents/reports> . In response to a survey conducted among librarian members last year indicating a desire for greater support for research activities, the committee is also preparing workshops on developing a research agenda and other similar topics for the current academic year.

The Librarians' Section held its fall general meeting on Oct. 24. Thank you to Bruce Lennox and Honore Kerwin-Borrelli for attending. Bruce Lennox discussed the academic freedom statement as well as other topics of interest to the librarian membership.

The Librarians' Section Executive is comprised of the Chair, Past-Chair Lorie Kloda, Chair-Elect Eamon Duffy and Secretary-Treasurer Jennifer Garland. Monthly meetings of the Executive are held to discuss issues of concern to librarians, prepare for meetings with the Dean of Libraries, and plan initiatives for the Librarians' Section.

Members of the Librarians' Section are also involved in MAUT and CAUT activities. Several members of the Librarians' Section are involved both formally and informally with MAUT business, notably the work of Marc Richard in examining issues related to University Regulations; Lorie Kloda, Marc Richard and John Hobbins as MAUT advisors; Genevieve Gore, Andrea Miller-Nesbitt, and Jane Aitkens updating the MAUT website; Joan Hobbins on the Collegiality Committee; Sonia Smith on the Ad Hoc Committee on Daycare; several retirees on the Retiree Affairs Committee and many others.

The Chair recently attended the biennial CAUT Librarians' and Archivists' conference in Ottawa, which was an opportunity for participants to hone their communications skills and develop practical skills for mounting successful campaigns. A member of the Librarians' Section Executive attends the fall and spring CAUT Council meetings in Ottawa. Several librarian members are also part of the CAUT equity networks, whose goal is to provide an opportunity for members of marginalized groups from all associations across the country to participate in providing advice to CAUT on its equity work and to advance equity work in local associations.

The Executive would like to thank all librarian members for their participation in the association and look forward to continuing the work to ensure that the association, and the Librarians' Section in particular, continues to represent you.

Appendix IX: N. Acheson for K. GowriSankaran, Chair: Retirees' Section: Report: FGM

Activities

Bridge. The Retirees' Section has continued to offer its very successful bridge club, meeting alternate Tuesdays in the Maude Abbott room of the Faculty Club. This is a superb venue and we are grateful to the Faculty Club for its continuing support of this venture. We welcome new retiree members. *[organized by Dorothy Thomas-Edding]*

Luncheons. We have also sponsored three retirees' luncheons during the past year, two at the Faculty Club and one at Tadjia Hall on the Macdonald campus. At each lunch a McGill faculty member is invited to give a talk. These lunches are well-attended and appreciated by retirees as an enjoyable social event as well as a chance to learn about the academic activities of present faculty members. *[Organized by John Dealy, Gowri, and Darlene Canning]*

Visits. We also sponsor visits for retirees to museums and concerts. In the past year, these included a concert at Bourgie Hall at the Montreal Museum of Fine Arts, a nature ecology walk at the Morgan Arboretum, and recently a guided visit of the Redpath Museum on the downtown campus. These are accompanied by lunches at nearby restaurants. *[Organized by Darlene Canning]*

The Retirees' Section is an active member of the College and Universities Retiree Associations of Canada, an umbrella group that sponsors information exchange and holds an annual meeting. Kohur Gowrisankaran, the Chair of our Retirees' Section Committee, is on the Board of Directors of that group.

Retirees' Concerns

Our Committee recently drew up a list of concerns that MAUT retirees have with respect to the University administration. Ken Hastings, then President of MAUT, and Al Shrier, then Past-President, helped produce a document outlining these concerns, and Ken brought a brief summary of this document to a meeting with the Principal and the Provost, where they were discussed. We are presently following up on the recommendations resulting from this meeting. We thank Ken and Al for their invaluable contributions to this effort.

Representation of retirees on Staff Benefits Advisory Committee (SBAC)

Nick Acheson, our Retirees' Section Committee member specializing in benefits, was named one of MAUT's three members to the Staff Benefits Advisory Committee (SBAC) in Spring of 2013, to enable the voice of retirees to be heard at this important University committee. As a result of recent discussions at SBAC, it has now been decided that one SBAC member will be designated as a representative of all University retirees (not only academic retirees). This has been made possible by the formation of a new group, the McGill University Retirees' Association (MURA), which is in the process of formation after several years of negotiations.

McGill University Retirees' Association (MURA)

MURA held its first organizational meeting on Wednesday, Nov 5. This meeting was set up by an ad-hoc committee who have worked long and hard on this subject, including representatives of the four major McGill employee groups (MAUT, MUNASA, MUNACA, SEU). Over 50 McGill retirees and colleagues from various areas attended this meeting. Ron Critchley, president of MUNASA, ably chaired this meeting.

An interim executive (President: Ginette Lamontagne; Vice-President Internal: Joan Wolforth; Vice-President External: Henry Leighton; Treasurer: Wes Cross) and 10 other interim Board members were chosen at this meeting. Four additional members will be recruited from MUNACA and SEU to complete the interim Board.

The interim MURA Board will have its first formal meeting shortly. One of its first tasks will be to inform the McGill retiree community of the formation of MURA via a letter that McGill Human Resources has agreed to include in this year's annual benefits update message to retirees. This will allow MURA to make contact with many McGill retirees and to invite them to become members.

The MAUT Retirees' Section Committee has decided that it will continue to exist and carry out all its present activities, at least for the time being, but it will propose that its own members also become members of MURA when that becomes possible. Both MUNASA and MAUT have offered help to get the fledgling MURA up and running.

Appendix X: D. Lowther: MAUT President -Elect: Report: FGM

Goals

- The intention of these slides is to provide some background to the current McGill Salary policy with the intention of organizing a forum on salary policy in the New Year.
- There seems to be a large amount of confusion related to both the policy and its implementation –the information in the next slides may help

ATB and Merit

- The salary policy for each year is constructed around a percentage increase based on the salary mass of the academic staff.
- The amount that this represents is then divided into two components.
- The ATB amount is given to everyone and removes a component from the available sum
- The amount remaining is divided into a set of “merit awards” based on 5 categories.
- Each merit category has a lump sum increase associated with it

Merit Awards

- Within each Department a performance review is carried out and the academic staff are ranked.
- The ranking is then divided into categories, with a rule that no more than 50% of the academic staff can be placed in any one category and the total amount of the awards must not exceed the total amount allocated to the Department.
- The amounts allocated to each category vary each year depending on the overall percentage decided on and the ATB component.

Merit Awards

- In determining the merit levels, a relatively simple algorithm is applied:
- Level 5 is ATB only, i.e. a merit award of zero
- Level 4 together with the ATB amount should match the inflation rate for the average academic salary.
- Once these are set, the increments of levels 1, 2, and 3 are equal

Merit Data for the past 4 years

Category	2010		2011		2012		2014	
1	676	34%	706	36%	780	38%	965	46%
2	659	33%	655	33%	631	30%	689	33%
3	385	19%	319	16%	314	15%	192	9%
4	152	8%	124	6%	142	7%	160	8%
5	30	1%	91	5%	102	5%	14	1%

Note:

- 1.The percentage of increases in categories 4 and 5 has been around 10%
- 2.The percentage of increases in categories 1 and 2 has been around 70%
- 3.The percentages do not sum to 100% because of small populations of Category 6 and 7 each year.
- 4.The 2014 data represents 2 years because of the freeze in 2013