



## **SPRING GENERAL MEETING April 20, 2018 MINUTES**

### **1. Call to Order and Welcome**

Alenoush Saroyan, President, called the meeting to order at 12:05 pm. and welcomed Full, Associate, Retired Members and visitors to the MAUT Spring General Meeting. She reminded everyone to register.

The agenda and reports from the Executive, Council, Constituency Chairs and MAUT Legal Officer are posted on the website (see below for links). The authors presented brief summaries (see below) and answered questions.

The meeting attendance: a total of 57 included 47 Full members and 6 Retired members, the 3 MAUT Staff members and 1 Student (SSMU)

### **2. Adoption of Agenda**

Members reviewed the Agenda. The Agenda was adopted without changes.

**T. Hébert / T. Duchaine - Adopted Unanimously**

### **3. Minutes of the November 17, 2017 Fall General Membership Meeting**

Members reviewed the Minutes. The Minutes were adopted without changes.

**K. Hastings / P. Rohrbach – Adopted Unanimously**

### **4. 2018 Election Results [Past-President and Chief Returning Officer – Terry Hébert]**

T. Hébert reported that 237 MAUT Full Members, versus 306 in 2017, voted in this election for seats on the Council.

He listed the names of the 5 Continuing Councilors [L. Gonnerman, C. Riches, R. Sieber, E. Shor, K. Zien], the 5 newly-elected Councilors [T. Duchaine, S. Gaskin, S. Hyde, S. Jordan, L. Munter], the Constituency Councilors [N. Waters (Libraries), K. GowriSankaran (MAUT Retirees)], and the Continuing Executive and Acclaimed Officers [A. van den Berg, A. Saroyan, P. Rohrbach, N. Quitoriano, J. Mauzeroll, N. Hall, D. Etzion]. He also noted the Faculties that were represented by the Executive and Council members. As exiting Past-President, he welcomed A. van den Berg [Incoming President] and P. Rohrbach [President-Elect]. He thanked A. Saroyan for her leadership

as MAUT's President for 2017-2018. T. Hébert encouraged all MAUT members to become active contributors to the Association.

## **5. President's Report [Alenoush Saroyan]**

A. Saroyan gave a brief summary of her complete report which is posted on the MAUT website.

[https://www.mcgill.ca/maut/files/maut/presidents\\_report\\_sgm\\_2018jvjaw.pdf](https://www.mcgill.ca/maut/files/maut/presidents_report_sgm_2018jvjaw.pdf)

Notable issues of the academic year included MAUT's responses to 1) the academic freedom dimensions of Andrew Potter's resignation as Director of the McGill Institute for the Study of Canada, and 2) the students' Open Letter alleging "mismanagement of sexual violence allegations against professors in the Faculty of Arts".

Her brief PowerPoint presentation, also available on the MAUT website, listed the range of MAUT activities including: Agreements, Consultations on Regulations and Pro-active initiatives. She emphasized the scope of MAUT's work requires the contributions of many volunteers and thanked them for making it a dynamic Association.

## **6. Reports from Members of the Executive and SBAC**

- **Report of the VP Communications [Nathan C. Hall]**

N. Hall's complete report is posted on the MAUT website.

[https://www.mcgill.ca/maut/files/maut/vp\\_communications\\_report\\_-\\_spring\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/vp_communications_report_-_spring_2018.pdf)

He referred to the progress that MAUT has made over the past year particularly with its social media footprint.

He thanked Jo-Anne Watier, Membership Engagement Office who joined MAUT staff in August 2017 for her contributions to the Association's on-line presence. He thanked former VP Communications G. Gore for her mentorship.

With the cooperation of the Membership Committee, a New Researcher Award is being developed for pre-tenure McGill faculty [only MAUT members can be sponsored and apply] which will also include a monetary compensation. This award will recognize and publicize research accomplishments and encourage recruitment.

- **Report of the VP Finance [Ken Hastings]**

K. Hastings' complete report is on the MAUT website:

[https://www.mcgill.ca/maut/files/maut/report\\_of\\_the\\_vp\\_finance\\_to\\_the\\_maut\\_spring\\_general\\_meeting\\_april\\_20\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/report_of_the_vp_finance_to_the_maut_spring_general_meeting_april_20_2018.pdf)

K. Hastings noted the motion to divest MAUT's funds from fossil fuels [Council's motion of November 8, 2017] has been a major initiative for the Finance Committee. The preliminary work is on-going and the final decisions will be made by the incoming Finance Committee.

Another important initiative is updating MAUT's records management practices. The

Finance Committee's Working Group on the Records of the Association includes members from the Finance Committee and Librarians' Section. Funds (\$8K) were requested from and granted by Council to hire two archival students from the School of Information Studies to carry out a 2018 summer project to inventory the paper and digital records of the Association, assess our records management processes and make recommendations going forward and to develop a retention and archival policy in conjunction with McGill University Archives.

The Finance Committee has assessed MAUT's financial position and noted the Association has higher than necessary cash reserves. Based on this assessment, the Finance Committee recommended and executed the purchase of an instantly cashable \$50K GIC [Guaranteed Investment Certificate] that will provide interest income and mature in February 2019.

As of mid-August 2017, MAUT hired Jo-Anne Watier, Membership Engagement Officer. The costs associated with this initiative are within the estimates presented to Council at its January 2017 meeting. K. Hastings noted hiring the new MAUT Officer represents an important investment in MAUT's future. K. Hastings thanked the members of the Finance Committee and the Working Group.

- **Staff Benefits Advisory Committee (SBAC) [Alvin Shrier presented by Edith Zorychta]**

The SBAC report is available on the website.

[https://www.mcgill.ca/maut/files/maut/presentation\\_on\\_sbac\\_to\\_maut\\_spring\\_general\\_meeting\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/presentation_on_sbac_to_maut_spring_general_meeting_2018.pdf)

The brief PowerPoint presentation focused on information concerning the Health and Dental Plans, the moderate increased rates per pay for these plans, information for members with Temporary Residence issues and increases in the rates for long term disability coverage and optional life insurance that is based on claims. She emphasized the Plans are self-financing.

E. Zorychta noted that benefits covered are supported by evidence-based medicine. The SBAC responds to members' input and requests for coverage, such as insulin pumps. She noted that, to date, eyeglasses are not covered.

E. Zorychta noted that a proposal was introduced by the Administration which offered "individualized" plans for members. This was turned down by all employee groups on the SBAC who opposed this proposal. The groups opted to remain with the current system which covers the whole membership spectrum within a single plan.

E. Zorychta noted that an overseer examines the services offered by various insurance companies and reported, at this point, there was nothing to be gained for Plan Members by switching companies. The SBAC is always on the alert concerning adding or replacing services offered to members. A. Saroyan thanked MAUT's representatives on the SBAC: A. Shrier, E. Zorychta and T. Duchaine.

- **Report of the VP Internal [Petra Rohrbach]**

The complete report is available on the website.

[https://www.mcgill.ca/maut/files/maut/maut\\_spring\\_general\\_meeting\\_2018\\_report\\_vp\\_internal.pdf](https://www.mcgill.ca/maut/files/maut/maut_spring_general_meeting_2018_report_vp_internal.pdf)

P. Rohrbach listed the names and thanked the committee members who worked on revisions to the policies and regulations that affect academics and librarians.

There was a discussion about the MAUT Executives' Response to the SSMU Students' Open Letter of April 4/18. A. Saroyan noted MAUT's response [April 17/18] outlined MAUT's position, the regulations, policies and procedures that exist at the University, and invited the students to present their views to the McGill community at internal forums, such as Senate and the McGill Communities Council, where multiple perspectives can be examined. A. Saroyan and A. van den Berg have met with students and all parties have a common interest in providing a safe working community. She emphasized that the regulations pertaining to disciplinary processes and tenure / promotion processes have different goals and mechanisms and should remain separate. She also noted that tenure does not grant immunity to dismissal for cause. She proposed an open forum to exchange views and come to a common understanding, as many points need clarification for both students and academics concerning the regulations at McGill and the legal implications of privacy laws. The students have commented about a lack of transparency and follow up after a complaint has been launched.

S. Shariff, Chair of the *Ad hoc Panel to Conduct a Campus Study of Sexual Violence*, spoke about an on-going analysis. The committee findings to date will be presented verbally at the May 2018 Senate Meeting. These include interviews with students, faculty and staff, and the Principal and Provost. She emphasized the need for better communications concerning information on regulations, policies and transparency with respect to reporting statistics and resulting disciplinary actions. She noted the *Ad Hoc Panel* expects to have its report and recommendations ready for September 2018. She commented on the Panel's extensive investigations and expressed hope that its recommendations will be implemented

- **Report from the President-Elect [Axel van den Berg]**

The complete report is on the MAUT website.

[https://www.mcgill.ca/maut/files/maut/pres-elect\\_report.sgm18.pdf](https://www.mcgill.ca/maut/files/maut/pres-elect_report.sgm18.pdf)

A. van den Berg will present his Presidential Report during the *Open Discussion Session*. The brief report listed some of the issues that MAUT will face in the 2018-2019 year. These included follow up to Academic Freedom initiatives, the Campaign to Combat Administrative Overload, CASC issues and Policies on (a) Harassment, Sexual Harassment and Discrimination Prohibited by Law and (b) Sexual Violence. The *Open Discussion Session* will further explore MAUT's Administrative Overload Survey and Report. One proposal is to set up a Working Group including representatives from MUNASA, MUNACA and MCLIU that would continue to gather data / recommendations to send to the Administration and monitor whether changes have been implemented.

## **7. Report from Chair, Librarians' Section [Sarah Severson presented by Marc Richard]**

<https://www.mcgill.ca/maut/files/maut/maut-ls-section-report-180420.pdf>

This report is on the MAUT website. M. Richard reported on the recruiting efforts by the MAUT-LS, monthly meetings with the Dean of Libraries, involvement in MAUT and CAUT activities and membership engagement initiatives.

The MAUT-LS Executive has engaged a Librarian to work on a one-year best practices project for electronic records management which will include recommendations and implementation procedures.

The MAUT-LS is working on specific, librarian-referenced components in the Service Guidelines for Librarians as part of their Tenure Dossier Portfolio. The Professional Issues Committee [PIC] has been supporting research and sabbatical culture at the Library. A. Saroyan thanked M. Richard.

## **8. Report from Chair, Membership Committee [Stefano Algieri presented by Ken Hastings]**

[https://www.mcgill.ca/maut/files/maut/report\\_from\\_membership\\_committee\\_sa\\_kh.pdf](https://www.mcgill.ca/maut/files/maut/report_from_membership_committee_sa_kh.pdf)

K. Hastings noted the membership data for 2017-2018. Including all categories, the current number of MAUT members is 1,124.

He welcomed Jo-Anne Watier, Membership Engagement Officer, and noted her duties include organizing databases of current and prospective members, developing communication strategies for recruitment and member engagement and supporting the workload of the MAUT Office.

K. Hastings presented attendance statistics from MAUT's events for 2017-2018. He noted the social events were well-attended, especially the Octoberfest Apple-picking event which has been sold out for the past several years. He thanked the members of the Membership Committee, Executive and Council and the MAUT Staff members.

J. Dealy [a former MAUT President] asked about MAUT's potential membership number and what criteria define their eligibility. K. Hastings noted that HR lists 1700 tenure-stream academics who are eligible for MAUT membership out of 5500 total academic staff at McGill but a significant fraction on the non-tenure stream contract academic staff are also eligible for MAUT measurement, an issue now under study by the Membership Committee. A. Saroyan noted the CAS [Contract Academic Staff] who are not covered by MCLIU are eligible. J. Dealy commented that MAUT has been at the forefront in establishing improved working conditions for CAS at the University. J. Dealy commented that he felt the sense of community at the University has declined among younger members and referred to declining attendance at lunch at the Faculty Club. E. Zorychta replied that the sense of community is reflected by other means, for example,

MAUT's on-line presence and members' involvement in MAUT and University Committees. A. Saroyan thanked K. Hastings.

**9. Report from Chair, Retirees' Affairs Committee [Kohur GowriSankaran]**

[https://www.mcgill.ca/maut/files/maut/maut-rs\\_report\\_for\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/maut-rs_report_for_2018.pdf)

The report is on the website. K. GowriSankaran commented that Past-President M. Baines was instrumental in developing regulations concerning working conditions for CAS.

He reported on the 2011 plan to create a universal retiree association for all McGill employees which was eventually established in 2014 as MURA [McGill University Retirees Association]. A general meeting was held in 2015.

Recently MAUT has established a MOU [Memorandum of Understanding] with MURA which guarantees funding for MURA and the continued existence of MAUT-Retired Members. Invitations to recent activities for retirees have been extended to both MAUT-Retired Members and other MURA members. K. GowriSankaran thanked A. Saroyan and Past-Presidents for their assistance throughout this process.

**10. Reports from Joseph Varga, Legal & Professional Officer presented by A. Saroyan**

- **Advising**

<https://www.mcgill.ca/maut/files/maut/2018sgmjv.pdf>

A. Saroyan referred to reports on the website which listed an overview of procedures, the general principles for advising and the grievance and disciplinary machinery.

- **Draft Revisions to MAUT Constitution and By-Laws (Frequency of MAUT General Meetings)**

The reports on the website included:

(a) the summary table of proposed amendments to the MAUT Constitution and By-Laws with a listing of deletions, amendments and whether the amendments were substantive or housekeeping.

(b) wording for the motion for the amendments to the MAUT Constitution and By-Laws (for information)

(c) a draft version of the MAUT Constitution with proposed amendments

(d) a draft version of the MAUT By-Laws with proposed amendments

(e) wording for the motion to reduce membership fees for Retired Members (for

information)

As a quorum of Full Members [100] was not present, these revisions were not adopted but will be forwarded for further discussion at Council. Actions requiring membership approval will be forwarded to members in a referendum.

M. Nahon asked about the motivation to reduce the number of general meetings to one per year. A. Saroyan commented that statistics from other universities indicated the popularity of single annual General Meeting option and that MAUT's membership participation in General Meetings has declined. Increasingly, information and data are readily available to MAUT members on the MAUT website and through social media. A. Saroyan also noted that the Constitutional provision that a General Meeting can be called at any time following a petition by 10 or more Full Members will remain.

K. Hastings noted the key business function of the Spring General Meeting is communication of the election results. The Fall General Meeting has presented the Auditor's Annual Report, but this could equally well be presented at a Council meeting in the Fall semester.

The proposal to reduce the annual Retired-Members' dues from \$25.00 to \$5.00 was presented as a point of information. This will be addressed at the upcoming Council meeting.

J. Varga referred to the Advising Chart on the website with information on a growing pool of advisors and case trends that are reported annually to the three Presidents.

### **Reports:**

[https://www.mcgill.ca/maut/files/maut/summary\\_table\\_and\\_motions\\_april\\_20\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/summary_table_and_motions_april_20_2018.pdf)

[https://www.mcgill.ca/maut/files/maut/motion\\_be\\_it\\_resolved\\_that\\_the\\_draft\\_constitutional\\_amendments\\_002\\_0.pdf](https://www.mcgill.ca/maut/files/maut/motion_be_it_resolved_that_the_draft_constitutional_amendments_002_0.pdf)

[https://www.mcgill.ca/maut/files/maut/constitution\\_cjv\\_april\\_20\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/constitution_cjv_april_20_2018.pdf)

[https://www.mcgill.ca/maut/files/maut/by-laws\\_bljv\\_april\\_20\\_2018.pdf](https://www.mcgill.ca/maut/files/maut/by-laws_bljv_april_20_2018.pdf)

### **11. Open Discussion Session**

#### **a. Administrative Overload Survey [Axel van den Berg, President-Elect]**

[https://www.mcgill.ca/maut/files/maut/administrative\\_overload\\_report.pdf](https://www.mcgill.ca/maut/files/maut/administrative_overload_report.pdf)

A. van den Berg noted the Survey on Administrative Overload was sent to MAUT members in November 2017 and that there was a very strong response. Results of the Administrative Overload Report are available on the MAUT website. These include: an introduction, statistics, methodology, brief descriptions of members' major complaints and proposed next steps.

As part of the *Open Discussion Session* mechanism, cards, listing the major categories and samples of complaints forwarded by members and included in Report, were placed on tables and members were asked to discuss and share additional comments. The categories included:

- Lack of Administrative Support
- Expense reports: Travel
- Expense Reports: Other
- Too many / inefficient meetings / committees
- Inefficient Purchasing Routines
- Administration [Extra Tasks] Not Related to Teaching
- Other Excessive Administrative Burdens / Miscellaneous Complaints

Comments from the audience included:

- The rise in higher level administrative support and the decline in local level staff support. The statistics quoted by the Administration refer to numbers only, which do not reflect the overload experienced at the local levels.
- Comparison of the actual monetary cost of downloading extra administrative duties [photocopying, etc.] to academics to the supposed “benefits” of a streamlined, less expensive system
- Over interpretation of Tri Council guidelines required in submitting expense reports and justifications for expenses, resulting in rejections and re-submissions
- Stringent requirements for proof of receipts and justifications for attending meetings and conferences
- Invoices not being paid on time through MMP – delay of 45 days to pay suppliers
- Lack of local support staff for assistance in compiling exam statistics, previously handled by part-time staff
- Difficulties with multiple choice exams including preparation and evaluating results
- PCards and their limitations as to what is accepted
- Proposal to post on the CAUT website asking for other universities’ administrative overload experiences and compiling the comparative data for inclusion in MAUT’s report
- A proposal to hire part-time students to assist academics with local-level administrative tasks

A. van den Berg reported that a working group will be formed to address these issues that affect academics and local M-level administrators, make recommendations for next steps. He noted the FQPPU expressed interest in MAUT’s survey and has sent a replicate to its members.

A. van den Berg moved on to his **Incoming President’s Report**.  
[https://www.mcgill.ca/maut/files/maut/pres-elect\\_report.sgm18.pdf](https://www.mcgill.ca/maut/files/maut/pres-elect_report.sgm18.pdf)

He noted the recommendations following MAUT's Academic Freedom Forum stressed vigilance when outlining the roles and mandates for academic directors in letters of appointment, general academic freedom protection to be enshrined as a Policy instead of a Statement which would be built into the Regulations and an oversight Senate sub-committee or ombudsperson / assessor to advise the Principal in making decisions concerning academic freedom dimensions.

Concerning CASC issues, he noted the easing of the current budgetary situation at this point and MAUT's commitment to position McGill Academic Staff salaries at the mid-point of the U15 universities salary scale. MAUT has asked for statistics from the University concerning gender disparity in salaries. He referred to the MAUT Executives' response [April 17/2018] to the SSMU Students' Open Letter to the Principal, Provost and Dean of Students on sexual abuse.

He thanked A. Saroyan for her leadership as President for the 2017-2018 year. A. Saroyan thanked Executive, Council, Working Groups and Administrative Staff for their work throughout the year. A. van den Berg commented on looking forward to his term as President.

## **12. Adjournment**

A. Saroyan called for a motion to adjourn. T. Duchaine moved to adjourn the Spring General Meeting. Seconded by R. Sieber. Unanimously approved. The meeting adjourned at 2:00 pm.

## **13. Cocktails**

A. Saroyan invited members to a cocktail reception in the Faculty Club Foyer.

Respectfully submitted,

Honore Kerwin-Borrelli  
MAUT Administrative Officer