
MAUT Joint Council Meeting

MINUTES

Monday, May 25, 2015

McGill Faculty Club 12:00 noon

Present:

Executive: D. Lowther, K. Hastings, A. Shrier, T. Hébert, A. Saroyan

Council: S. Algieri, T. Moore, N. Kamran, K. GowriSankaran, M. Richard, E. Duffy, J. Cooperstock, C. Riches

Guests: Outgoing Council members: T. Mawhinney, K. Siddiqi, M. Nahon, A. Kirk

Regrets: A. van den Berg, C. Ragan, H. Durham, E. Shor, D. Titone, C. Ragan, R. Sieber, B. Lennox

MAUT Staff: H. Kerwin-Borrelli, J. Varaa

OPEN SESSION

D. Lowther called the meeting to order at 12:13 pm.

1. Approval of Agenda

Council reviewed the Agenda. M. Richard wished to add Business Arising concerning the By-Law on Consultation following #2 - Approval of Minutes. A. Saroyan moved to accept the Agenda with this addition. Seconded by K. Hastings. Council agreed unanimously.

2. Approval of Minutes of April 16, 2015 Council Meeting

K. Hastings moved to adopt the Minutes of the April 16, 2015 Council meeting. Seconded by A. Saroyan. Council agreed unanimously. The Minutes were adopted and posted on the MAUT website.

3. Business Arising

M. Richard referred to the *By-Law on ad hoc Consultation with MAUT* and inquired about this type of consultation. He noted some possible ambiguities and procedural issues with regard to consultations on proposed changes to University regulations. Such issues arose earlier this year in connection with the revision of the *Regulations on Appeals of Tenure Decisions*. M. Richard will prepare a discussion paper on this subject and will submit it to Council in the fall.

4. Update on Council Membership

- a. D. Lowther thanked exiting Council members: H. Durham, A. Kirk, M. Nahon, K. Siddiqi and T. Mawhinney.
- b. He welcomed new Council members: S. Algieri, M. Richard, C. Riches, D. Titone and E. Duffy and returning Councilors E. Shor and R. Sieber.

5. Resignation of immediate Past-President [RB Lennox appointed Dean of Science]

D. Lowther noted that RB Lennox, [Past-President] had been named Dean of Science. The Executive will look for a replacement though Council noted it is not a Constitutional requirement to have a Past-President. It was suggested that the Executive, at its next meeting, propose a course of action for consideration.

6. Teaching/Research Relief Allocation for Executive and Chair MAUT-LS

a. Executive noted a letter [May 05/15] had been sent to Provost Masi requesting the \$40K Provost's Allocation to MAUT to be used for course/research relief for the Executive and Chair of the MAUT-LS. [NB: On June 16/15, MAUT received confirmation that the transfer had been approved.]

- b. Motion to approve an additional transfer of funds

Another transfer of \$24.8K was proposed to top up the Provost's allocation. This motion was proposed by N. Kamran and seconded by M. Richard:

That Council approve \$24,800 of MAUT funds to supplement the Provost's allocation of \$40,000 for the 2015/16 academic year.

K. Hastings noted the amount requested is based on the total cost of teaching replacements. The Executive and the MAUT-LS Chair abstained from voting. A vote was called; Council approved unanimously; and the motion was passed.

7. By-Law on Standing Committees' Terms of Reference

A. Saroyan named the members of the Working Group examining the ToRs of MAUT Standing Committees: K. Hastings, J. Varga and herself. The purpose was to delineate in specific terms the roles and responsibilities of these Standing Committees. The document included 10 General Principles and Processes which would apply to all committees, a list of the Standing Committees with individual statements of purpose, a list of their exemplar activities and the committee composition. [On May 14/15, a letter was sent to the Chairs of each Standing Committee and to all members of the Collegiality Committee asking for their input on the general principles and committee definitions.]

K. Hastings noted that feedback would be specific to the committee descriptions. G. Mikkelsen of the Collegiality Committee provided written input concerning the description of the Collegiality Committee, committee membership, and the designation of the Chair of Standing Committees as well as questioning the President's privilege to attend committee meetings. His concern was that Council was given too much control over the performance of Standing Committees.

K. Hastings noted the ad hoc Committee wanted to make Council's role proactive in providing slates that would be in place for September 2015.

Council discussed the following with references to the General Principles and Processes:

- The pros and cons of non-MAUT members sitting on standing Committees Proposal **not to preclude** non-MAUT Members from sitting on the Executive of the Retirees' Committee
- The pros and cons of Council appointing Committee Chairs
- The privilege of the President to attend standing committee meetings: The Presidents should not attend Nominating Committee meetings but could attend *the meetings of other Standing Committees* as an observer – Proposed text: *The President "may" attend committee meetings, except for closed meetings among members.*
- Appointing Committee members and whether committee members should staff their own committees. Committees independently can prepare a suggested slate for Council and Council can add members.
- The naming of Committee Chairs and whether this should be done by Council or by the members of the committee.
- Committees must hold more than one meeting per year
- Committee membership decisions reached at the **2nd Council meeting** will not exclude updating the slate
- MAUT Remuneration Committee *pertains to the remuneration of MAUT staff*
- Council to set the strategy for the year and, making *the Chair responsible for committee actions, and possibly changing Chair if the enactment of the strategy is stalled*

- Council to make decisions regarding changing membership/Chair if the Committee is not functioning
- Use less prescriptive language concerning activities: **Activities may include...**

T. Mawhinney thanked the ad hoc Committee members and emphasized that the membership would benefit by knowing what the committees do. She recommended that committees appoint their members by a set date and that chairs should come from within the members and not necessarily be on Council. Committee members should belong to the Association but this should not preclude non-member involvement. S. Algieri also recommended that committees have the authority to designate the Chair.

A. Saroyan reported on correspondence with E. Zorychta, Chair, Faculty Club Committee, concerning adding a Macdonald Campus representative to the Faculty Club Committee. At this time, the description of the FC Committee will not include a Macdonald Campus member, as Tadjia Hall manages its affairs through its own Council.

T. Mawhinney commented that the description for the Membership Committee focuses primarily on social events and that its activities may change over time. The language should be less prescriptive and allow members to determine its priorities and promotional activities.

A. Saroyan will revise the ToRs and bring the updated version to the Council meeting on June 18, 2015 at which time there will be a motion that Council adopt the revised draft *MAUT By-Law Governing Standing Committees*.

8. Membership Committee Issues

a. Receive Membership Committee Annual Report

Council received the annual report of the Membership Committee circulated in advance of the meeting. **The Membership Committee's Annual Report is attached to the Minutes as Appendix 1.**

K. Hastings referred to the presentation at the SGM in April 2015 by Membership Committee Chair, S. Algieri, which highlighted the events, evaluations, future plans, areas of interest and the Committee's vision.

As a result of the recent meeting with N. Zrihen, Manager of the FC, there will be on-going support for activities in the coming academic year. The Committee intends to continue these successful ventures in partnership with the Faculty Club, over the next two to three years.

b. Request for funding for Membership Committee-organized social events for 2015-2016

This motion was proposed by S. Algieri and seconded by A. Saroyan:

That Council approve a \$22,000 budget for the Membership Committee to organize social events for the 2015/16 academic year.

Council discussed the following:

- The Welcoming Gathering will be free to members and non-members
- The Octoberfest Apple Picking will be open to all academic staff and families, free for members and with a cost for non-members

- The Winter Event will be for members only
- A proposed Repath event is in the works

K. Siddiqi noted the positive feedback from non-members and proposed that the Committee collect data over a three-year period. D. Titone will do the physical analysis of these data. K. Hastings commented that 10 new members joined following the Tenure and Mentoring Forum. The vote on the motion was called. Council approved unanimously.

c. General Membership to be invited to Council Orientation session in August 2015

The general membership will receive an invitation via the ListServ to the Council Orientation Session on August 31/15 at the Faculty Club. Council commented on the positive effect of circulating information on how the Association functions and its interactions with the University.

d. Salary increase message to be sent to members

Council discussed the format of a message to members reminding them of recent salary increases and the role of MAUT in securing them. [NB: This was sent on July 06/15 in the Summer Newsletter].

e. Macdonald Campus co-opt

K. Hastings proposed the following motion that was seconded by S. Algieri:

That Council co-opt Vijaya Raghavan as a member for the 2015/16 Council year representing the Macdonald College Campus.

The motion passed unanimously.

K. GowriSankaran commented on MAUT's added visibility at the MAC campus. M. Richard noted the Constitution allows for co-opted members, and this provision has been used to include under-represented groups. A. Saroyan relayed the suggestion, voiced at the Macdonald General Meeting on May 13/15, to have a representative on MAUT Council. [NB: D. Lowther sent a letter to Prof. V. Raghavan who accepted this position on Council.]

f. MAUT's second installment for the Ville de Montréal municipal taxes

The cheque is due on June 01/15 and will be sent along with a letter from D. Lowther indicating that this payment is subject to an appeal for exemption that will be filed with the Commission Municipale.

9. Update on Proposed Open Fora on MOOCS and on Salary Policy

a. MOOCS (A. Saroyan) To take place in the fall term, Working Group TBD

A. Saroyan noted this forum will be organized this fall. She asked Council to forward their input and noted that material will be available in advance.

b. Salary Policy (K. Hastings) (To take place in the fall term. M. Richard (consultation and resource) Working Group: T. Hébert, R. Sieber, D. Lowther, E. Shor and K. Hastings)

This Open Forum is proposed to address theory, practice and include data. The Working Group intends to meet to discuss issues:

- Information on how the salary policy works
- Amount of funds set aside for ATB

- Amount of funds set aside for different merit categories
- Issues related to rank and gender
- Whether there is a uniform application of norms across campus

Council also noted that salary policy and merit were fractious issues and that the Open Forum should serve both as information for members and consultation with members.

A. Saroyan commented on upcoming discussions at CASC for the next set of salary increases and that the Forum should serve an information-gathering aspect with input from the membership, which will be transmitted to the CASC.

One issue to be addressed in CASC Meetings is whether the data presented reflected all benefits. A. van den Berg will seek some data from CAUT & FQPPU.

M. Nahon emphasized that MAUT should gather and publicize salary information from other universities in order to evaluate McGill's position relative to its peers and that the Association is presently under-resourced to explore these data critically. J. Cooperstock said that MAUT needs to address total compensation as an issue, even if not all data are available.

T. Hébert noted the Forum should articulate how the merit policy and ATB are determined. A. Saroyan referred to McGill's policy on sabbatic leaves as a benefit. K. Siddiqi referred to the 2004 strategy document from then Provost Luc Vinet to bring McGill's salaries to among the top three in Canada and that this target has not been met. He commented it would be good to start with a discussion on merit as it is presently done in the University and possibly develop a strategy for change.

A. Saroyan commented on mechanisms to get input from the membership and tapping into people's insights either by means of a forum or a survey. D. Lowther asked the Working Group to consider this discussion and come back to Council with proposals and details.

10. Citizens' Council [CC]–related items

a. Citizens' Council Principal's Plans Report Project

K. Hastings noted that every group in the University, with the exception of the Administration, is represented on the CC. It is a cross-campus body that looks at issues affecting University life. He referred to its conception following a recommendation from *MAUT's 2012 GPS Report [Governance, Protest and Security on the Implications of the Events of 10 November 2011]*. He noted the Survey on the Principal's Plans has been completed and sent out. The goal was to have MAUT post the results of this survey on the website.

b. Citizens' Council Governance Report project

K. Hastings emphasized the usefulness of looking at issues globally and producing an annual assessment of positive and negative decisions made over the past year. The four open ended questions in the CC Governance Survey ask recipients to provide examples of positive and negative governance and what was learned. K. Hastings proposed circulating the Survey to MAUT members and to non-members asking them also to participate.

K. Hastings proposed the motion that was seconded by J. Cooperstock:

That MAUT participate in the Citizens' Council Governance Report survey project by conducting a survey of McGill academic staff, with separate collection of Member and Non-Member responses, based on the following questions:

1. *In your opinion, what governance/administration decisions had a **positive** impact on your experience at McGill in the past academic year? (Please rank in importance.)*
2. *In your opinion, what governance/administration decisions had a **negative** impact on your experience at McGill in the past academic year? (Please rank in importance.)*
3. *Have you encountered any chronic or structural governance/administration problems that affect your experience at McGill? Please be specific about the impact on your work/experience.*
4. *In your opinion, are there things that could be done to improve governance/administration at McGill? (Please rank in importance.)*

Council discussed the following:

- There would be a preamble explaining the project.
- MAUT would not promote any position.
- The results of the MAUT survey would be presented to the CC.
- A. Kirk proposed a friendly amendment: to change the terms **good and bad** to **positive and negative** – Council agreed.

The vote was called and the motion passed unanimously. [NB: On June 18/2015, the Survey was sent to members and to non-members.

11. Next MAUT Newsletter (A. Shrier)

A. Shrier reported the Communications Committee intends to publish a Summer Newsletter. Articles will include: the Membership Committee's Plans for September and October 2015, the salary increase as of June 2015, a report on the Tenure and Mentoring Workshop, and a new member profile. A. Shrier asked Council to forward articles.

12. Necessity of a June Council meeting?

There will be an Executive meeting on June 15/15 and a Council meeting on June 18/15.

13. MAUT Participation in the *Orientation for the New Tenure Stream Academic Staff*

D. Lowther, as MAUT President, will address the new Tenure Stream academic staff at the Orientation Fair on August 31/2015.

14. Planning and date for MAUT Council Orientation Session in August.

The MAUT Council Orientation Session will also take place on August 31/15 at the Faculty Club. An invitation, via the ListServ, will be sent to members to attend this Open Council Meeting.

15. Tenure & Mentoring Committee Annual Report Received

The Tenure & Mentoring Committee Report for 2014-2015 was circulated to Council on May 22/15. **See APPENDIX 2.**

Council then moved into the Closed Session.

16. Adjournment

D. Lowther called for the meeting to be adjourned. T. Hébert moved and S. Algieri seconded the motion to adjourn. Unanimously approved. The meeting adjourned at 2:15 Pm.

APPENDIX 1: MAUT MEMBERSHIP COMMITTEE

ANNUAL REPORT 2014-15

April 13, 2015

This MAUT Membership Committee Annual Report has been prepared for submission to MAUT's Executive Council and for presentation at the Spring General Meeting on April 24, 2015. It summarizes the past year's activities, and outlines recommendations and plans for the year to come.

In an effort to create a greater awareness of the role that MAUT plays throughout the McGill University community, and the services that it provides, as well as to increase its membership, the MAUT Membership Committee launched several initiatives in 2014-15. In doing so, its aim was to reach out to MAUT members, former-members, and prospective members.

In the spring of 2014 the committee outlined a set of 'social' events to take place during the fall semester. At subsequent meetings in the fall, further events were also planned for the winter semester; a detailed description of the *four* 2014-15 events is currently in preparation and will be submitted to Council following our Membership Committee Meeting in May, if not before. Along with planning the events in 2014-15, the committee agreed that, pending approval by MAUT Council, the reports will serve as a model for present and future iterations of the Membership Committee to facilitate further events, gauge the reaction of the general MAUT membership, as well as measure the effectiveness of these initiatives in increasing membership. It was agreed that a timeline of 2-3 years be established, again, pending MAUT Council approval. If, after that time, it is determined that the increase in membership is negligible, further evaluation will determine whether or not support from the general membership warrants continuing these activities.

These events were intended to provide friendly settings for the members and their families, former members, and prospective members to meet; an opportunity for colleagues to interact within and across Faculties. Judging by present estimates, the events were a popular success.

The following is an account of the four events, followed by a preliminary impact assessment:

Welcome Gathering

Tuesday September 9, 2014 4-7 pm Faculty Club

Attendance: Members = 76

Non-members = 21

Spouses/guests 27 total adults = 124

Kids = 18

overall total = 142

Cost: \$8933

Octoberfest Apple-Picking

Sunday October 5, 2014 11:30 am - 2:30 pm Macdonald College (Tadja Hall/Apple

Orchard)
Attendance: Members = 40
Non-members = 28
Spouses/guests 85 total adults = 153
Kids = 78
overall total = 231
Cost: \$6051

Winterlude Brunch
Sunday January 18, 2015
Attendance: Members = 32
Non-members = 2
Spouses/guests 46 total adults = 80
Kids = 33
overall total = 113
Cost: \$4541

Redpath Museum Kids Volcano Workshop
Sunday March 22, 2015 two groups, one at 1:00 pm and one at 2:30 pm
Attendance: Members 19
Non-members = 0 (a Members-only event)
Kids = 23
overall total = 42
Cost: \$161

Impact in terms of non-members joining MAUT.

The numbers show that a significant number of non-members will attend non-member eligible MAUT social events. The event with the greatest non-member draw was the Octoberfest Apple-Picking event. The Welcome Gathering was also successful in this regard, though less so, and there was relatively little non-member participation in the Winterlude Brunch.

A total of 51 different non-members (people who were not members in Aug 2014) attended one of the three events (most attended only one of the three events). Of those, 10, or about 20%, had become members by April 7, 2015. In that time period (Sept 1 2014 - April 7 2015), a total of 32 new members joined MAUT, including the 10 who attended/registered one of the social events.

Although the immediate impact is hard to judge, it does seem that these social events have a significant potential to increase membership, particularly if the proportion of non-member participants who subsequently join can be increased. It is possible that some non-members who do not join after attending a single event may join if they participate in several events over a one or two year period.

The Membership Committee met on April 8, 2015. It will meet again in mid-May to further appraise the data received, evaluate the efforts of the past year, build upon past initiatives and continue on-going discussions of planned events in 2015-16.

In what we consider as areas of our Committee's mandate, the following topics were explored and are at various stages of discussion and development; as they reach maturity, MAUT Council and the general membership will be kept apprised.

1. Who is eligible to be a Member of MAUT?
2. Dues (as it pertains to attracting/repelling members).
3. Means of targeting specific Faculties.
4. Understanding why people join/why people stay/and why people leave MAUT.
5. Creating new incentives to encourage membership.
6. Policy matters regarding free membership and expired membership.
7. Manner of contacting prospective members, either by having individual Faculty Representative hand-deliver forms, and/or emailing individuals where only their signature and ID are required in order to join MAUT.
8. The merits of MAUT Representative(s) addressing (in person) individual Faculty Councils/Departments (i.e. Professor Kenneth Hastings made a presentation at Schulich School of Music's Faculty Council in spring 2014).
9. MAUT-sponsored events for members only, i.e. Reappointment/Tenure & Mentoring Workshop.
10. Increase the number of members on Membership Committee (members/Faculty Representatives).

It is the vision of the present MAUT Membership Committee to enhance the awareness of the outstanding contribution that MAUT has made, and continues to make, to the quality of life for the faculty, staff, students and families throughout the McGill University community. In doing so, it is not just our hope to increase membership. Rather, we also hope to encourage existing MAUT members to contribute to the association, and in doing so, to experience the great satisfaction of what it is to serve and to benefit from the diverse strengths of McGill academic staff.

2014-15 MAUT MEMBERSHIP COMMITTEE

Ms. Tara Mawhinney, Professor Debra Titone, Professor Kenneth Hastings, Professor Terry Hébert, Professor Gregory Mikkelson (Fall 2014), Professor Stefano Algieri (Chair), Ms. Honore Kerwin-Borrelli, Administrative Officer, and Mr. Joseph Varga, Esq. Professional & Legal Officer

**APPENDIX 2:
MAUT TENURE AND MENTORING COMMITTEE REPORT
REPORT OF THE TENURE AND MENTORING COMMITTEE
April 9, 2015
Submitted by Alenoush Saroyan, Chair**

The Purpose of the Tenure and Mentoring Committee is:

To provide new faculty and librarians support and guidance to become familiar with the tenure process early on in their career; to engage in, document, and present professional activities that will garner them tenure in due course; and to facilitate their integration in departments and McGill community.

Activities include:

- Disseminating information about successful mentoring models at McGill
- Providing annual workshops for new faculty and chairs
- Soliciting departmental help in establishing formal and informal mentoring
- Alerting MAUT members about responsibilities regarding the preparation of the tenure dossier
- Identifying/introducing advisors to MAUT members who can assist in the preparation of the tenure dossier

Committee Members:

Andrew Kirk, Engineering

Lorie Kloda, Libraries

Kaleem Siddiqi, Science

Gloria Tannenbaum, Medicine

Alenoush Saroyan, Education (Chair)

The Committee's main activity has been planning and organizing the annual Tenure and Mentoring workshop, which will be held this year on April 24th. An agenda has been developed (Appendix I), taking into account comments from last year's workshop evaluation (Appendix II), speakers have been identified, the event has been publicized via the Reporter (Appendix III) and direct messages to the untenured cohort and to Chairs and Deans to encourage participation. To date, 20 have registered.

Whereas until this year, the workshop was advertised as being open to non-members, following a motion from Council, this year, attendance is restricted to those who are either members or intend to become a member following their gratis year.

APPENDIX I
Agenda- 2015 Workshop



McGILL ASSOCIATION OF UNIVERSITY TEACHERS

***14th Tenure and Mentoring Workshop
for
Non-Tenured Academic & Librarian Staff***

Friday, April 24, 2015 MCGILL FACULTY CLUB
Forum: 9:00 -11:45 am
Buffet lunch: 11:40 am

AGENDA

- 9:00-9:05** *Opening comments: The workshop, agenda and introduction of panelists*
Alenoush Saroyan, Educational and Counselling Psychology
- 9:05-9:20** *Preparing for the renewal and tenure processes*
Bernard Robaire, Pharmacology
- 9:20-9:35** *Departmental Mentoring*
Alenoush Saroyan, Educational and Counselling Psychology
- 9:35-9:45** *The Teaching Portfolio*
Laura Winer, Director, Teaching and Learning Services
- 9:45-10:45** *Break-out Groups to Discuss General Evaluation Criteria*
Faculty Moderators

| | |
|--------------|---|
| FAES: | Brian Driscoll, Kevin Wade WAITING |
| Arts: | Maggie Kilgour |
| Education: | Alenoush Saroyan (Educational and Counselling Psychology) |
| Engineering: | WAITING FOR ANDY TO GET BACK WITH A NAME |
| Management: | Emine Sarigollu |
| Medicine: | Gloria Tannenbaum, Al Shrier, Dan Bernard |
| Music: | - WAITING FOR CONFIRMATION |
| Science: | Laurie Hendren |

Libraries Cathy Martin and Jane Aitkens

10:45-11:00 *General Discussion about criteria with input from round tables*

11:00-11:30 *The experience of the exercise from the perspective of newly renewed and promoted faculty members*

Reappointment: XXXX -

Tenured: Isabelle Rouiller, Anatomy and Cell Biology

Tenured: XXX (SOMEONE WITH A POSITIVE EXPERIENCE)-

11:30- 11:35 *Closing Comments; MAUT's Role; Professional Services*

APPENDIX II

Compiled comments from the 2014 workshop participants.



McGill Association of University Teachers Evaluation Comments

13th TENURE, RENEWAL AND MENTORING WORKSHOP *for* ACADEMIC and LIBRARIAN STAFF

McGill University Faculty Club

April 25, 2014

**Did this session meet your expectations?
Please make 2-3 points to support your view.**

Yes.

Dr. Michael Smith presented the key point to include in the tenure dossier, and guidelines as to how to present them (essentially, be precise and concise).

Laura Winer (from TLS) also emphasized to be precise and concise in the teaching dossier.

Dr. Chris Schultz (Faculty of Medicine?) presented her experience about a 'tending to negative', and how to react.

Absolutely, in fact it exceeded my expectations. Well organized, very informative, very good to have people there, who went through the process more or less easily

Yes, it was informative. Although I knew most of the details regarding the timeline, but the insight about the process helped.

I enjoyed it, and it wasn't too long, which was great.

Also, there wasn't too much repetition, which can be a problem for this type of event.

Overall it was very good – thanks for asking me to attend.

Yes, I appreciated the review of what's expected of tenure. I hoped to get a better sense of resources available and examples of how to structure the tenure dossier, and both were met.

Yes. I understood better the process for promotion. I also discovered a mentorship program I was not aware of prior to this meeting. I appreciated the experiences of others and learned what I should do and what I should avoid to make the process go more smoothly.

Yes, it was useful. See below.

What were the best features of the workshop?

Having Dr. Brian Driscoll available for one-on-one interactions with a small group.

testimonies of others, to do and not to do

The meeting per faculty was very useful.

I liked hearing from people who had gone through tenure & reappointment. The more difficult experiences were much more useful than the person who seemed to just sail through. That was great to include. Realistically, it is good to have a bit of both.

It was particularly helpful to hear from professors that had marginal renewal/tenure cases. Hearing how they overcame the challenges, and what they'd do differently was quite helpful in understanding how to avoid pitfalls. I understand it puts the professor in quite a vulnerable position to recount their challenges publicly, but I did find it insightful.

Small group sessions. Networking.

The overview presentation

The presentation with the step-by-step breakdown of the process and expectations for the tenure dossier. (BEST)

Learning that successful dossiers were available to look at in the Learning Center

Did the workshop give you concrete ideas about how to better prepare yourself for the process?

If yes, please specify 1-2 points.

See first answer.

yes. starting early seems like a good idea and to think more strategically about conferences and journal publications

Yes, it did. The presentation about the teaching portfolio was very useful. I know more how to present myself.

Yes. Good input about mentoring, and documenting things. Also some details about the UTC that was useful. In the break-out group, we had a good discussion about teaching evaluation that was very useful.

I just finished my first year, so going forward I will try to keep good ongoing records of teaching and research activity going forward. I will also start drafts of my teaching statement now. I think actively reflecting on what guides my teaching philosophy will be helpful as a guide in new classes that I develop but also will be something I can update as I move forward.

Yes, finding a mentor. Tips of what to avoid from those who have gone through the process before.

Yes, a discussion of the features and points needed to be touched on for each of the three sections of the dossier was helpful.

What would you suggest we do differently?

Have similar sessions offered at the Macdonald Campus.

this was pretty good, not sure

Booking more than 2 hours is difficult. Maybe do part 1 (90mins) and part 2 (90mins), but with lunch ☺

A few people can sometimes dominate, and their situation can be so unique that it is not that useful for everyone. Perhaps if you mention this at the beginning, it will remind those people to take it easy.

I thought the talks by the recently tenured were good, and all due respect to the fellow who was just reappointed, but his POV was not that valuable. Valuable yes, but time was limited and what could be cut with least harm. I say this because it would be a good idea to free up some time for the break-out sessions and perhaps a break. I am not saying anything specifically about that specific individual's remarks, they were excellent, but that it would be a good idea to cut back on the number of people speaking. Finally, I would suggest that you give the break-out groups more time to come up with their "reports". I thought that the reports were good, but we had been talking to each other until time was up, and then we were asked to make our statements – and being FAES we had to go first. I had not had a moment to digest our discussion, and by the time two or three groups had spoken, I was ready. Perhaps have the recently tenured people speak and then come back to the groups for their feedback from the sessions, to allow the person taking notes to compose something thoughtful. In terms of a break, even 5 minutes before the break out session, but it would be best if the moderator said "if you need a break, now is the time to go". I had been hoping to hear this and didn't want to leave while something important was happening.

1. Have samples of dossiers on hand.
2. Is there a way to condense the session?
3. There were several references to how different activities could be categorized (eg, does PhD student mentoring count toward research or service?) – it would be helpful to have a clearer sense of this. Which items are flexible? What is the norm for different Faculties?

More small group session-time where those of similar backgrounds can share experiences

I have nothing to comment on the evaluation of the Forum. As in years past, it was clear and informative. I liked the way the Forum divided by faculties for targeted discussion. This was an improvement. And I think many people were able to ask specific questions that would not have been answered in the larger meeting.

I would say that the presentation about mentoring wasn't needed, we already know this. The difficulty we have is in finding a mentor. But if you think that there are still tenure track faculty that don't know that they should seek out a mentor, then this presentation could still be included but cut by at least half the time.

What other workshops would you like to see organized by the MAUT?

Have information session(s) for Chairs on the importance of mentoring for pre-tenured Faculty (not done in my departments).

not sure either

None.

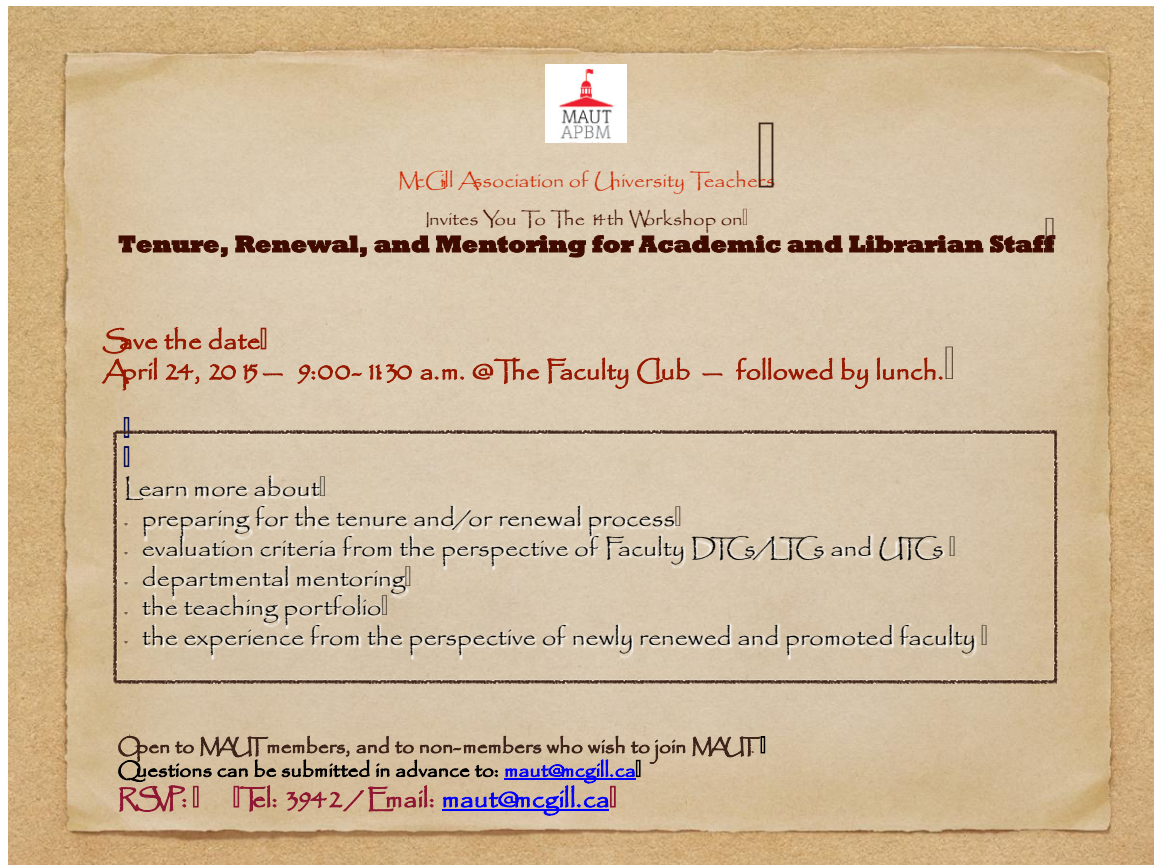
I had previously mentioned that it might be a good idea to have something like this at Macdonald. I am not sure how this would work given the number of people involved vs the number of attendees. That said, there have been a good number of hires in recent years, and more are coming this year via retirements and a cluster hire, so the demand would be greater in 2015 and 2016 etc. If the main speakers could repeat their session at Mac, and if you wanted to get recently tenured people from this campus rather than drag the ones from downtown, then the number of people who would have to travel would be less. I would be happy to help out on this end. Note that the first e-mail I received read to me like it was a workshop ONLY for FAES faculty but that it was being held downtown – thus my confusion initially, sorry about that. I didn't realize that “for your Faculty” meant I would be the rep from the UTC/DTC.

More on mentoring

Thank you for this opportunity. A very useful experience.

Proposal and grant writing.

APPENDIX III ADVERTISEMENT



Final Agenda for the Meeting on April 24/15 appended to the Report by H Kerwin-Borrelli on Sept 11/2015.



McGILL ASSOCIATION OF UNIVERSITY TEACHERS
14th Tenure and Mentoring Workshop
for
Non-Tenured Academic & Librarian Staff

Friday, April 24, 2015
Forum: 9:00 -11:45 am

McGILL FACULTY CLUB
Buffet lunch: 11:40 am

AGENDA

9:00-9:05 *Opening comments: The workshop, agenda and introduction of panelists*
Alenoush Saroyan, Educational and Counselling Psychology

9:05-9:20 *Preparing for the renewal and tenure processes*
Bernard Robaire, Pharmacology

9:20-9:35 *Departmental Mentoring*
Alenoush Saroyan, Educational and Counselling Psychology

9:35-9:45 *The Teaching Portfolio*
Laura Winer, Director, Teaching and Learning Services

9:45-10:45 *Break-out Groups to Discuss General Evaluation Criteria*
Faculty Moderators

| | |
|---------------------|--|
| FAES: | Brian Driscoll, Kevin Wade |
| Arts: | Maggie Kilgour |
| Education: | Alenoush Saroyan |
| Engineering: | Arun Misra |
| Management: | Emine Sarigollu |
| Medicine: | Gloria Tannenbaum, Al Shrier, Dan Bernard |
| Music: | Stéphane Lemelin |
| Science: | Laurie Hendren |
| Libraries | Cathy Martin and Jane Aitkens |

10:45-11:00 *General Discussion about criteria with input from round tables*

11:00-11:30 *The experience of the exercise from the perspective of newly renewed and promoted faculty members*

Reappointment: Carl Ernst, Medicine
Tenured: Isabelle Rouiller, Anatomy and Cell Biology
Tenured: Dominic Frigon, Civil Engineering

11:30- 11:35 *Closing Comments; MAUT's Role; Professional Services*