

To: Members of the Academic Staff

From: Professor Christopher Manfredi, Provost and Vice-Principal (Academic)
Professor Janine Mauzeroll, President, McGill Association of University Teachers (MAUT)

Date: 29 June 2020

Subject: **Academic Performance Assessment and Merit for Reference Year 2020**

The disruption to on-campus and other activities that began in mid-March due to COVID-19 will persist in some form until at least the end of 2020. As a result, many colleagues have been working under personal and professional conditions that have hampered productivity. To address concerns arising in this context, the Committee on Academic Staff Compensation – which is composed of members of the University’s Senior Administration and MAUT – has agreed to adjust the [Academic Salary Policy](#) for the 2021 merit exercise as set out in this memo.

For the 2021 merit exercise, a staff member’s merit rating will be based on an average of that staff member’s merit ratings for the reference years 2018 and 2019. If the average is not a whole number, the Chair/Director (or, for Faculties without Departments, the Dean) will round to the better merit score. Example: Professor X was assigned a Category 2 merit in 2018 and a Category 1 merit in 2019. The average is a 1.5. The result for 2020 will be a rounding “up” to Category 1 merit rating.

For academic staff who have fewer than two years of service at McGill, or who received a Category 6, 7 or 8 for 2018 or 2019, the Chair/Director (or, for Faculties without Departments, the Dean) will assign merit based on actual performance, keeping in mind the challenging working conditions that characterize 2020, as well as any past merit ratings.

Academic staff who believe that their exceptional achievements in 2020 (e.g., Royal Society, Steacie, Killam, CRC, publication of a book, award for teaching excellence) justify recognition via merit beyond where the two-year average places them may request that they be considered for an anomaly adjustment to their base salary on this basis. Chairs will be instructed to evaluate such requests and to forward to their Deans cases they regard as founded. If in agreement, Deans can request an anomaly adjustment to the base salary.

While the exact merit grid for 2020 will be specified later in 2020, we are of the view that this adjustment to the process of assigning merit ratings for 2020 both pursues and balances the goals of equity and recognition of excellence in assessing academic performance and assigning merit in the context of a difficult and unprecedented reference period.