



McGILL ASSOCIATION OF UNIVERSITY TEACHERS
 presents
MAUT's Guide to the Univers(ity)
October 13th, 2016, 4:00 pm to 7:00 pm
McGILL FACULTY CLUB BALLROOM

PROGRAM

- 4:00-4:10** Welcome and Registration
- 4:10-4:15** Host and MC Stefano Algieri welcomes audience and provides a brief background including some discussion of MAUT social events organized by the Membership Committee

PART I- The MicroUnivers(ity) - Your life and academic career at McGill

- | | | |
|--------------------|--|--------------------------|
| 4:15 - 4:25 | Tenure | Alenoush Saroyan |
| 4:25 - 4:35 | Salaries and Benefits | Al Shrier |
| 4:35 - 4:45 | Contract Academic Staff | Caroline Riches |
| 4:45 - 4:55 | Child and Family Care | Audrey Moores |
| 4:55 - 5:05 | Recent/current academic life issues | Axel van den Berg |
| 5:05 - 5:20 | Question Period I | |

Part II - The MacroUnivers(ity) - people and processes

- | | | |
|--------------------|--|---------------------|
| 5:20 - 5:30 | Campus Community | Ken Hastings |
| 5:30 - 5:40 | University Governance Structures | Marc Richard |
| 5:40 - 5:50 | Grievance and Disciplinary Procedures | Joseph Varga |
| 5:50 - 6:00 | MAUT: Structure and Function | Terry Hebert |
| 6:00 - 6:15 | Question Period II | |
| 6:15 - 7:00 | Snacks and conversation | |



MAUT APBM

McGill Association of University Teachers
Association des Professeurs et Bibliothécaires de McGill

MAUT invites all McGill University Academic Staff to

MAUT's Guide to the Univers(ity)



October 13, 2016 / Faculty Club, 3450 McTavish, 4-7 pm

Information Session on MAUT's role serving the Academic Community.

Topics of discussion: Tenure, Salaries, Childcare,
University Structure and Function

Guest Speakers

Refreshments and snacks will be served.

Seating is limited. RSVP: maut@mcgill.ca by October 7, 2016



MAUT's Guide to the Univers(ity)

Alenoush Saroyan
October 2016

In a nut-shell

- **Career trajectory**
- **Leaves and life events**
- **Prioritizing**
- **Work life balance**

Career Trajectory for Tenure Track Positions

Initial appointment for 3 years.
Reappointment for 1, 2, or 3 yrs.

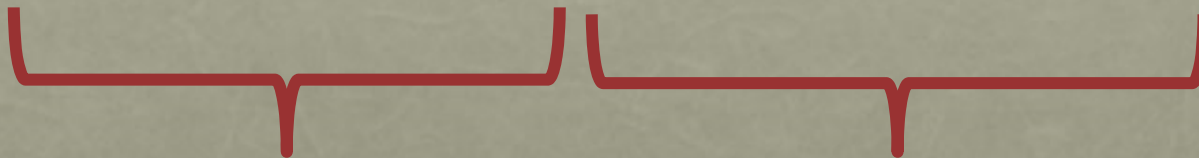
Assistant Professor
Tenure Track

Associate Professor

Full Professor

NRA

Average
Retirement
Age



65

68.5

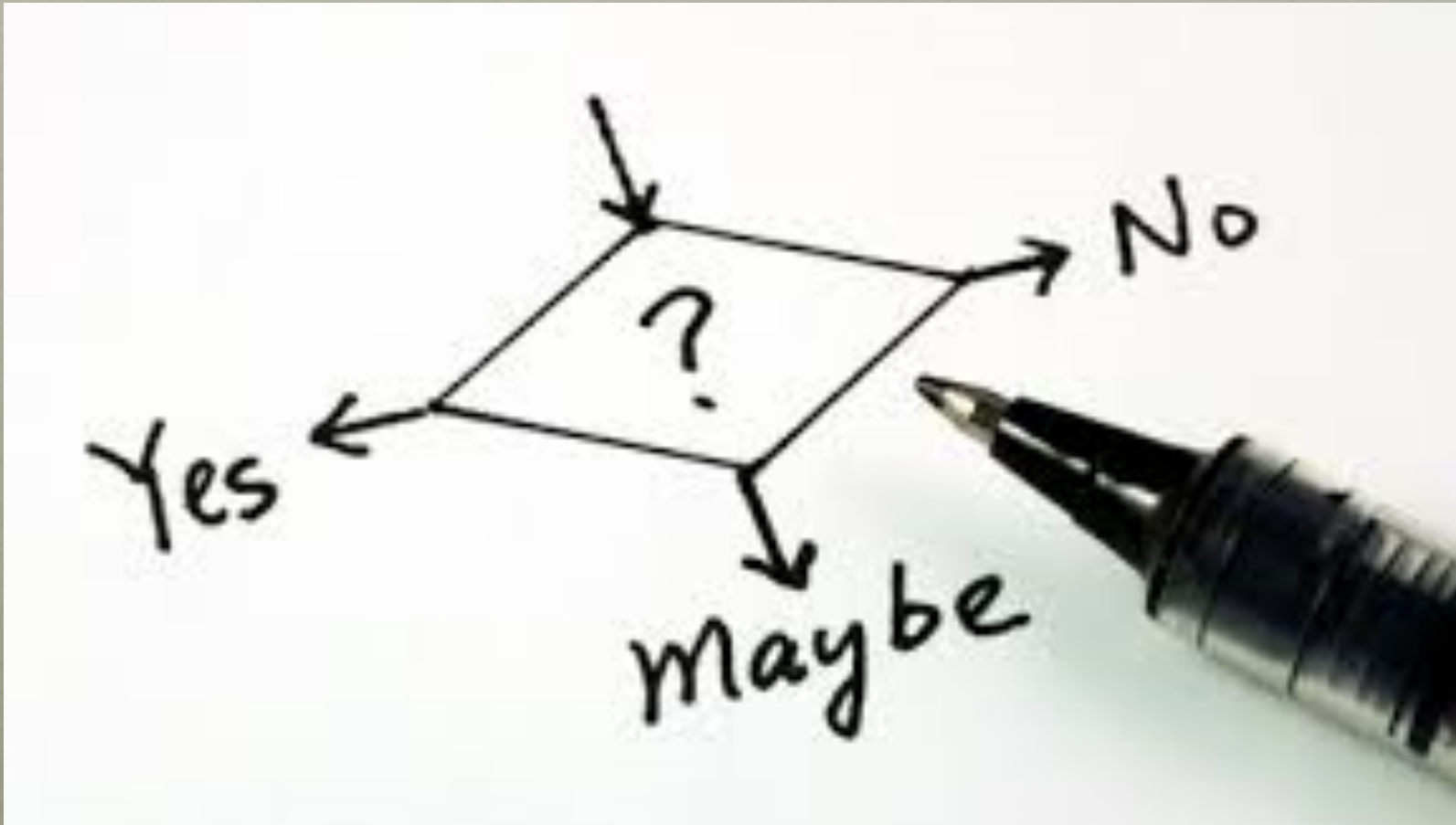
6 years

~ 10 years

Leaves and Life Events

- **Sabbatical leave**
- **Maternity and paternity leaves**
- **Short and long-term medical leaves**
- **Leave of absence**
- **Secondment leave and political candidacy**

Prioritizing



Work Life Balance



http://www.mcgillathletics.ca/sports/2012/10/31/GEN_1031123936.aspx

<https://www.mcgill.ca/hr/bp/benefits/health-and-wellbeing/employee-assistance-program-eap>

<https://www.mcgill.ca/facultyclub/centraide-trivia-quiz>

<http://www.morganarboretum.org/ENGLISH/activities/walking.html>

<https://www.mcgill.ca/gault/gault-nature-reserve-mont-saint-hilaire>

Connect with MAUT and Your Community





MAUT Guide to The University

Salaries and Benefits

Al Shrier

Committee on Academic Staff Compensation (CASC)

1) Membership of CASC

- Provost, who acts as Chair
- Vice-Principal (Administration and Finance)
- 4 Academic Administrators
- **President MAUT**
- **5 representatives of MAUT**

Resource persons

- **2 MAUT Advisors**
- Associate Vice-Principal (Human Resources) ; Director,

Total Compensation

2015-16 MAUT members: David Lowther, Ken Hastings, Alenoush Saroyan, Alvin Shrier, Terry Hebert, Jacques Hurtubise. Advisors: John Galbraith, Franque Grimard, Chris Ragan

2. Mandate:

CASC shall advise the Provost, who based on that consultation and other considerations, shall make recommendations concerning the total compensation of academic staff to the appropriate governance committees of the Board of Governors. In particular, CASC will review the principles of academic salary policy, as well as any benefits and pension matters that are specific to academic staff

1) Salaries

The salary component consisted of three consecutive salary increases starting June 1, 2014, as follows:

June 1 2014 5.2%

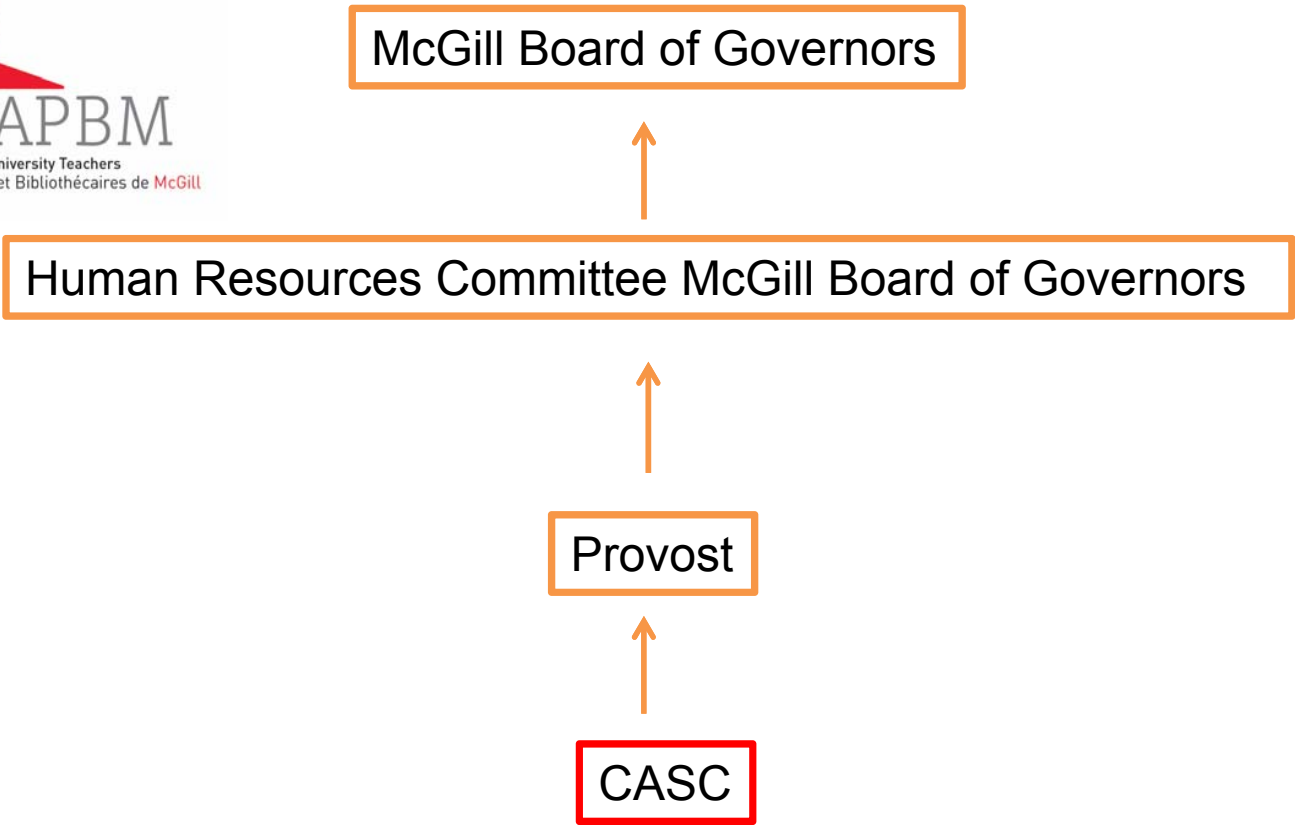
June 1 2015 5.7%

June 1 2016 6.2%

2017-2019 under deliberation

2) Pension

Review and deliberate any changes to the MUPP



Staff Benefits Advisory Committee (SBAC)

1) Membership of SBAC

- One representative of MUNASA
- One representative of MUNACA
- One representative of SEU
- One representative of AMURE
- **Three representatives of MAUT**
- Two representatives of the University Administration
- A Chairperson (Interim VP Finance Morty Yalofsky)
- A non-voting Secretary to take minutes of the meetings

MAUT SBAC Representatives:

Edith Zorychta, Nick Acheson, Al Shrier



2) Mandate:

To review issues, including costs and financing, concerning the Life Insurance Plan, the Supplemental Health Plan, the Dental Plan, the LTD Plan, and other benefits of common interest to all members of all staff, including, for example, Staff Dependent Bursaries, Tuition Assistance and Staff Mortgages, etc. The Pension Plan shall not be included

3) Benefits:

Health and Dental Plans:

SBAC consists of representatives of employee groups and of the University administration

Our insurance plans are entirely self-financing

Premiums for our insurance plans are entirely related to the claims

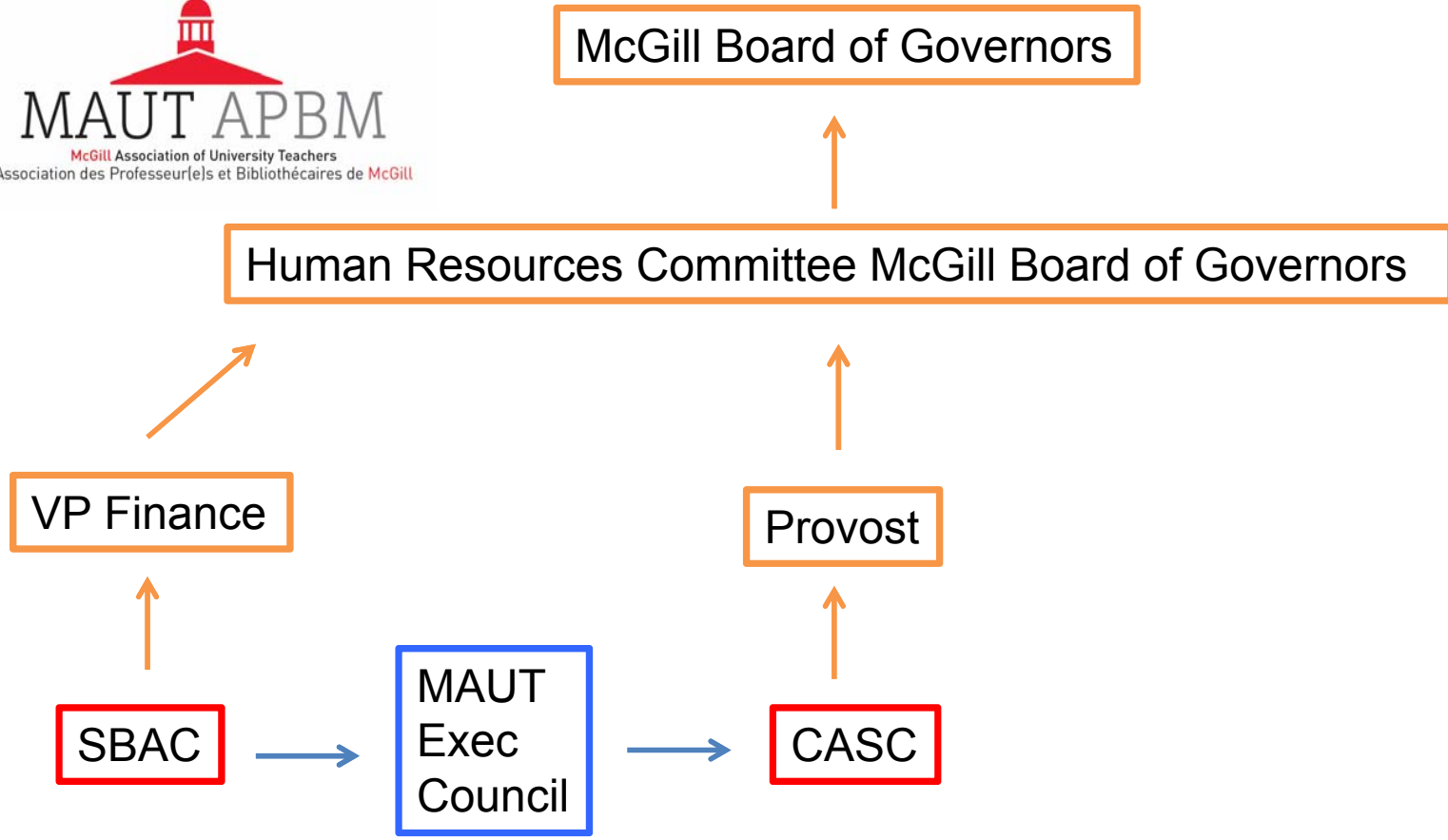
Employees cover half the premium and the University the other half

Everything is transparent and there are no hidden expenses

Everything is regularly scrutinized by an independent expert consultant

The university cost needs to be approved by the McGill BoG

Long Term Disability



Pension Administration Committee (PAC)

1) Membership of PAC

- Two members designated by the Board of Governors
- Two members designated by the Principal and the Chair of the Board of Governors
- One independent member appointed by the Board of Governors pursuant to advice from the PAC
- **Two members who are members of the academic staff and Members of the Plan**
- Two members who are members of the Administrative and Support Staff and Members of the Plan

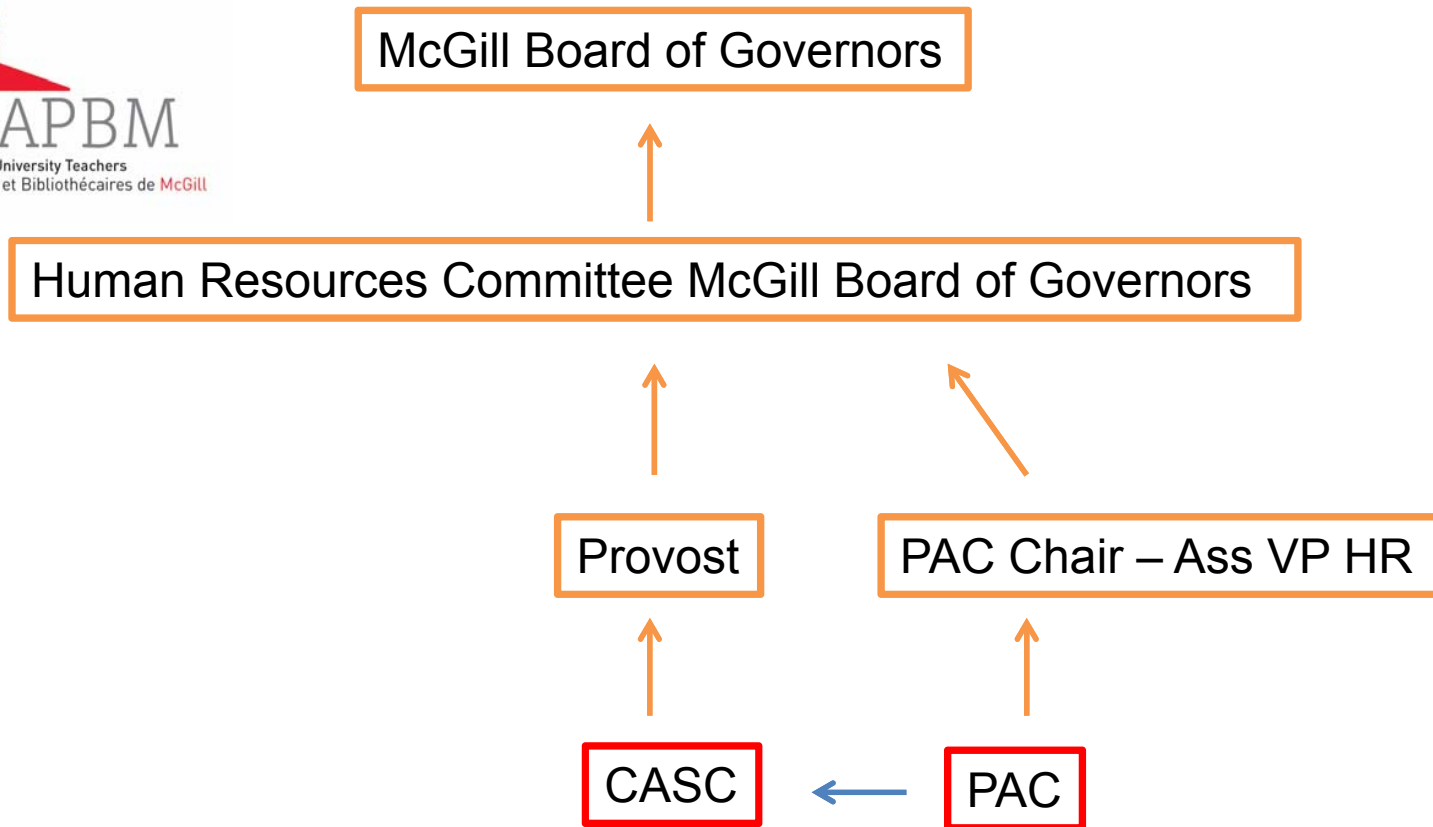
MAUT PAC Members:

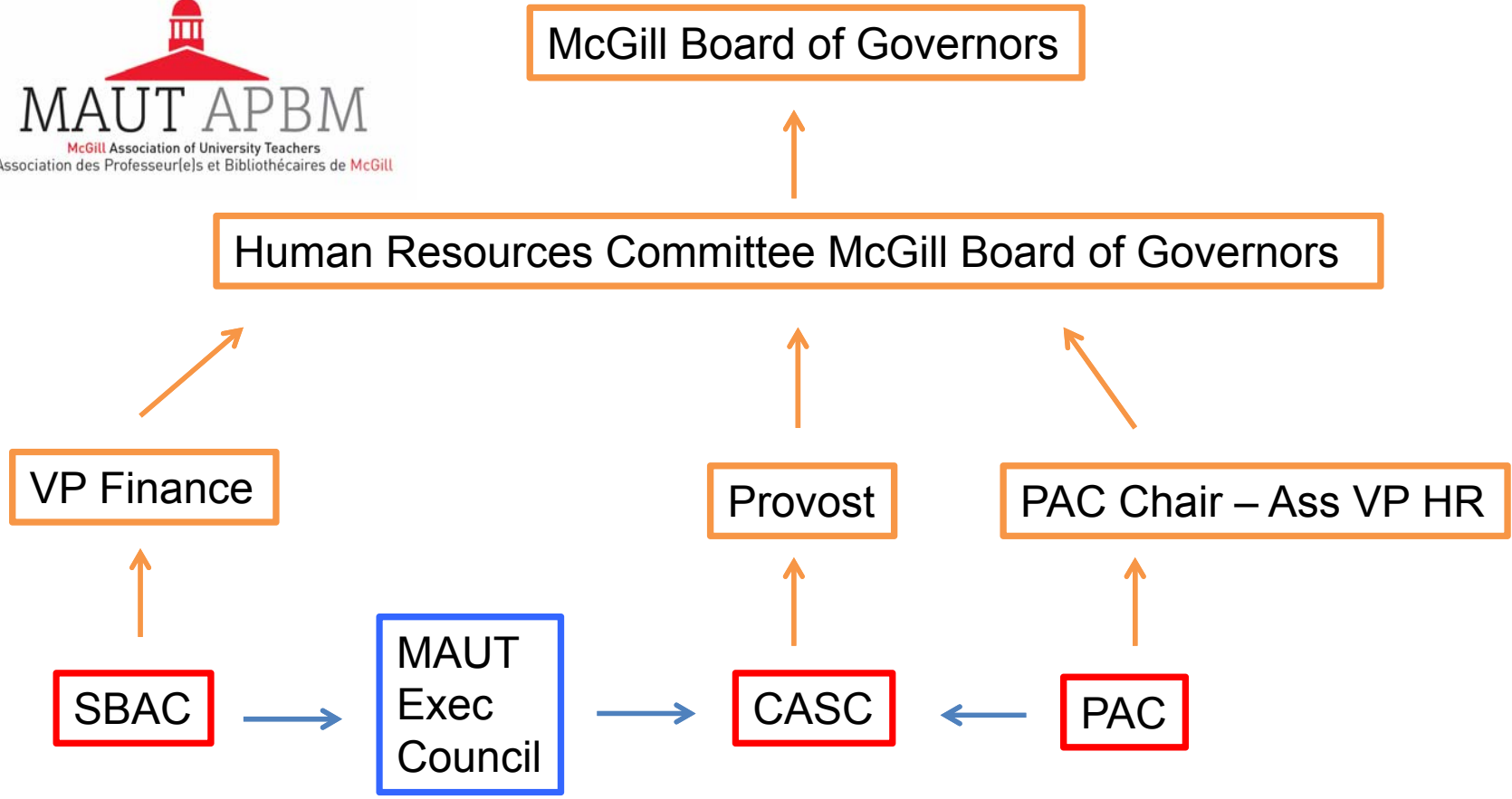
Julia Scott, Chris Ragan

2) Mandate

To administer the Plan and the pension Fund

- (a) to hold and dispose of the Pension Fund
- (b) to create and maintain policies to allocate the assets
- (c) to enter into agreement with chartered banks;
- (d) to enter into agreements with administrator and investment managers
- (e) to maintain a continuing review of the performance of all investments
- (f) to make and enforce such rules and regulations
- (g) to interpret the Plan,
- (h) to determine the methods to be employed for the valuation of the holdings
- (i) to calculate the amounts of benefits or other payments
- (j) to prepare budgets, accounts and records
- (k) to appoint the Actuary
- (l) to recommend changes in the Plan
- (m) to delegate its powers as it sees fit







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McGill Board of Governors



Human Resources Committee McGill Board of Governors



Provost



CASC

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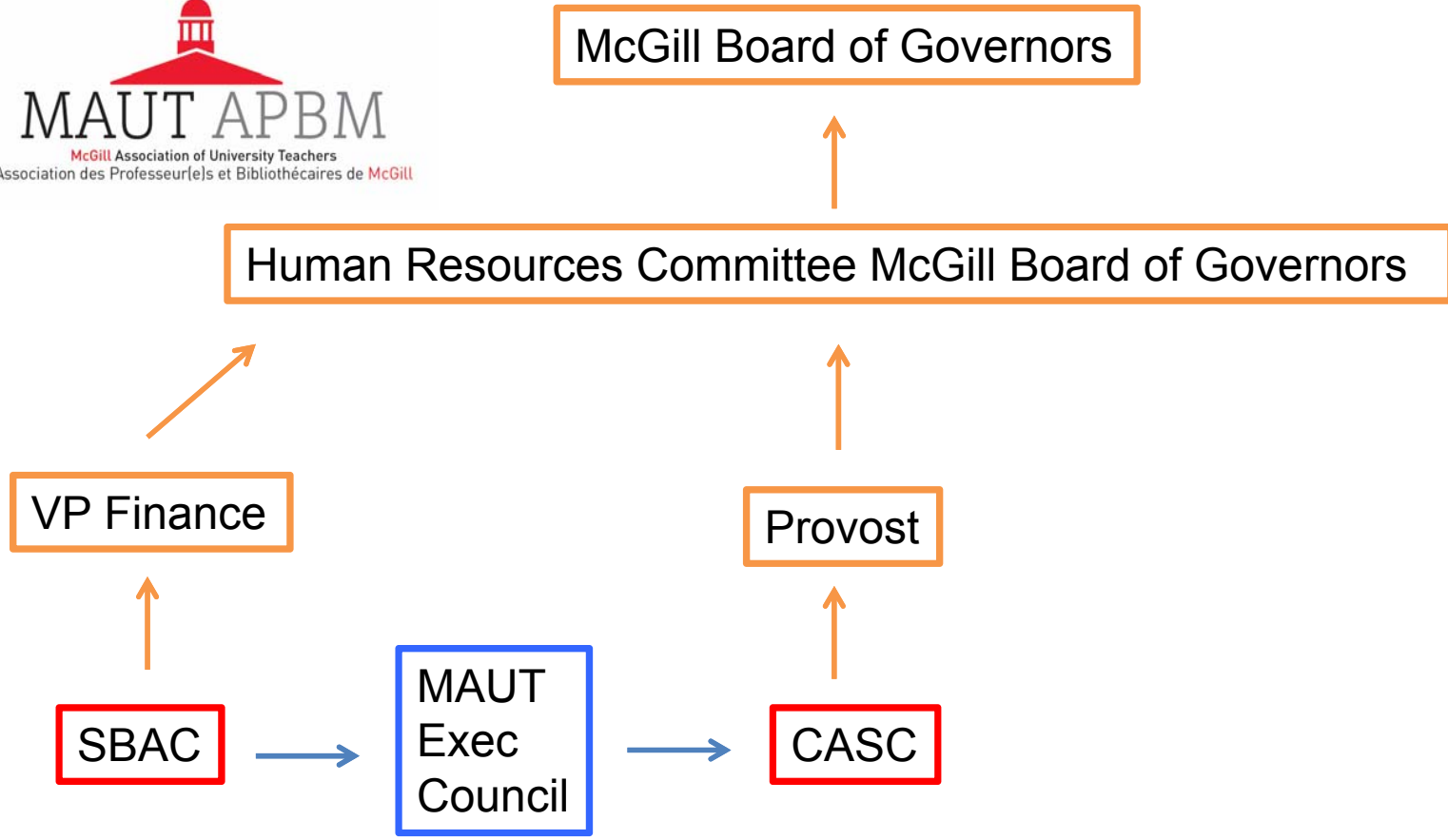
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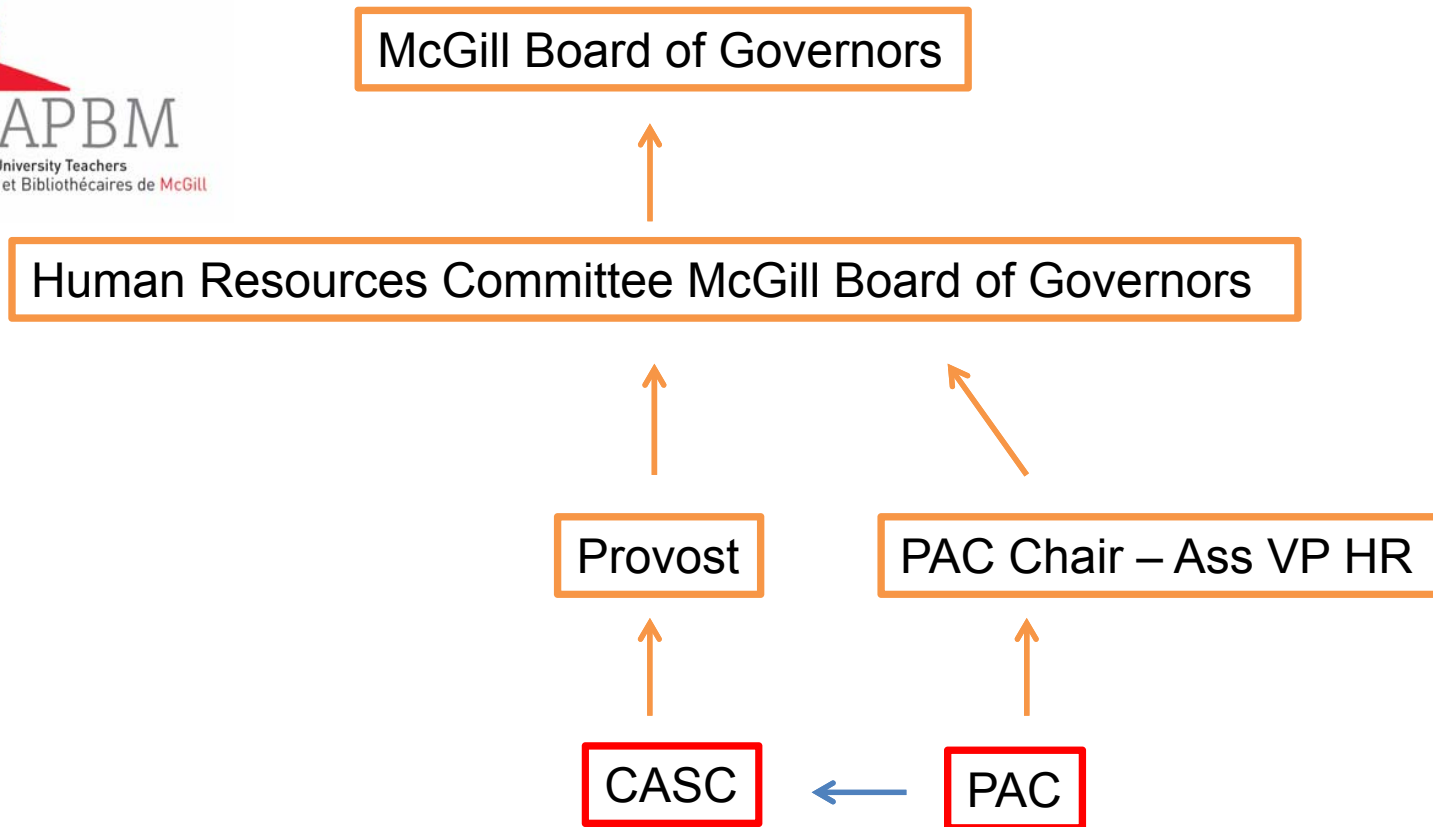
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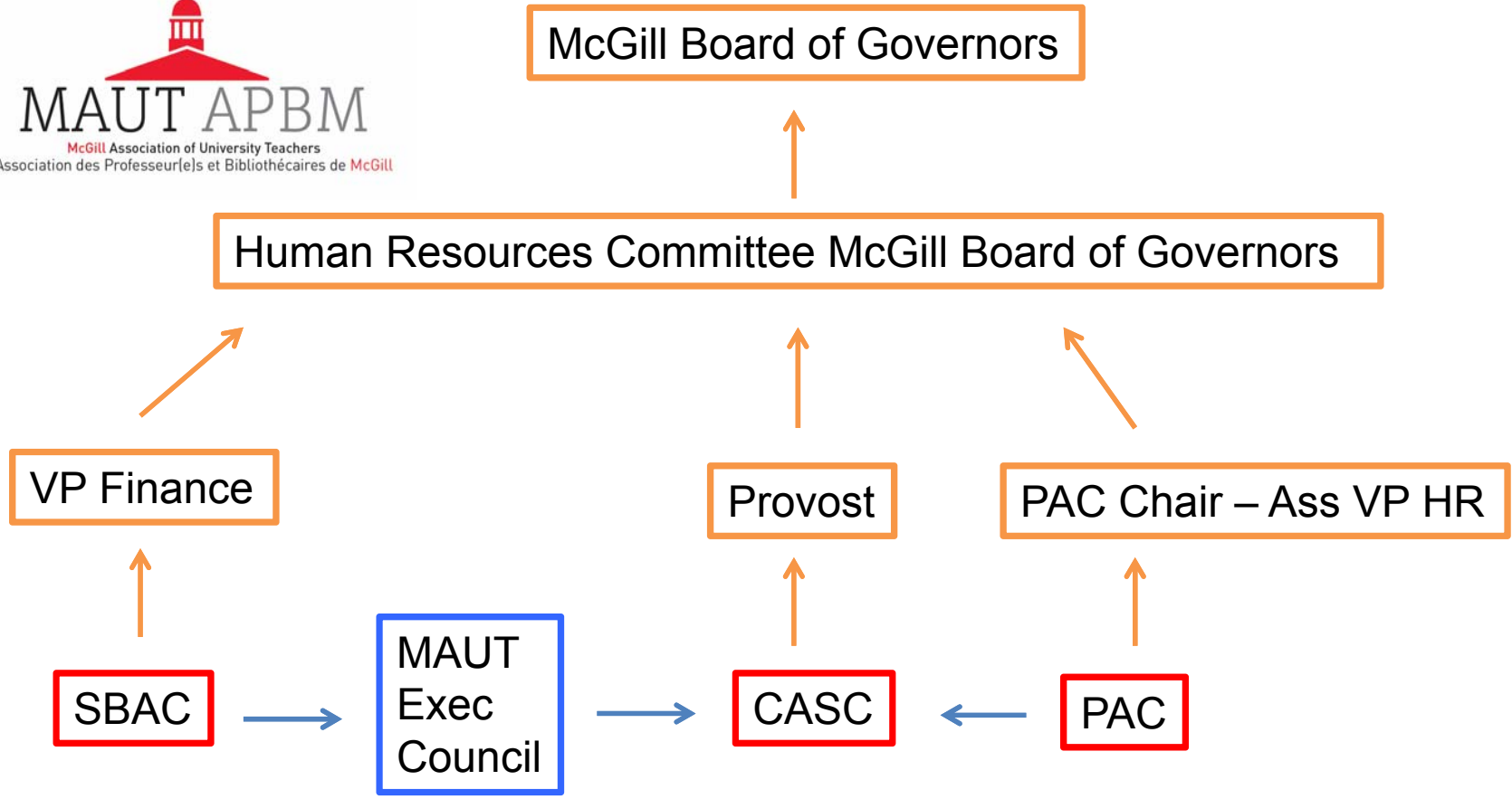
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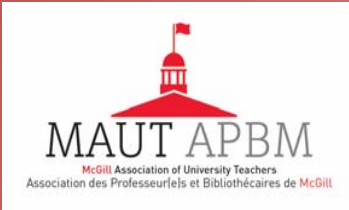
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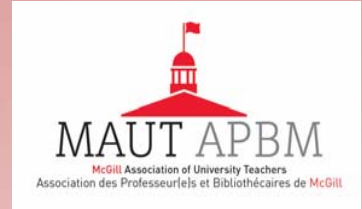
CONTRACT ACADEMIC STAFF (CAS)

- Non-tenured academic staff
- Ranked and un-ranked classifications



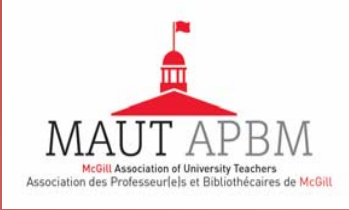
CONTRACT ACADEMIC STAFF

Ranked Classifications



- **FACULTY LECTURER**
 - Primarily teaching responsibilities
- **SENIOR FACULTY LECTURER**
 - After 6 years continuous employment
- **ASSISTANT PROFESSOR**
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean, reflected by ‘descriptor’
- **ASSOCIATE PROFESSOR**
 - After 6 years continuous employment
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean, reflected by ‘descriptor’
- **PROFESSOR**
 - After 10 years continuous employment
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean, reflected by ‘descriptor’





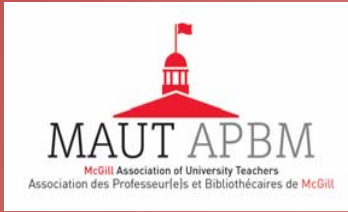
CONTRACT ACADEMIC STAFF

RANKED CLASSIFICATIONS

- Same minimum qualifications as TT staff
- Academic duties (teaching, research, service)
- (joint) Appointment, reappointment, promotion
 - Definite term appointments
 - Indefinite term appointments (6 years +)
 - Eligible for Promotion to next rank
- Not eligible for tenure – but may apply and must be considered in the same manner as other applicants

Must be advertised. Salaried or nil salary





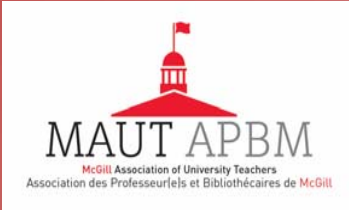
CONTRACT ACADEMIC STAFF

UnRanked Classifications

- **ACADEMIC ASSOCIATE**
 - Academic sector, professional capacity, some teaching and/or research or related duties.
- **SENIOR ACADEMIC ASSOCIATE**
 - 6 years continuous employment at McGill
- **ASSOCIATE CURATOR / CURATOR**
 - Responsible for university collection or museum
 - Also expected to teach and/or conduct research

Must be advertised. Salaried





CONTRACT ACADEMIC STAFF

UNRANKED CLASSIFICATIONS

- Academic duties (determined by chair)
- Appointment, reappointment
 - Definite term appointments
 - Indefinite term appointments (6 years +)
- Not eligible for tenure – but may apply and must be considered in the same manner as other applicants

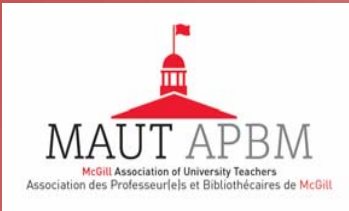


CONTRACT ACADEMIC STAFF - *UnRanked* *Affiliation/Visiting Classifications*

- **ADJUNCT PROFESSOR**
 - Employed by gov't, industry, profession, other university.
 - Teaching, co-supervision, and/or research activities.
- **PROFESSOR OF PRACTICE**
 - gov't, industry, profession leader,
 - Primarily teaching and research
- **VISITING FELLOW**
 - (non-student) Holding a fellowship or award
 - Invited to pursue research, scholarly or creative activities and/or teaching
- **VISITING PROFESSOR**
 - Holds equivalent rank in other university.
 - Invited to pursue research, scholarly or creative activities and/or teaching
- **VISITING SCHOLAR**
 - Does not hold a ranked academic position at another academic institution
 - Invited to pursue research, scholarly or creative activities and/or teaching

Advertising not required. Salaried or nil salary





Unionized Staff

- Course Lecturers

[MCLIU - McGill Course Lecturers and Instructors Union](#)

- Teaching Assistants

[\(AGSEM\) Teaching Assistants & Demonstrators - Association of Graduate Students Employed at McGill.](#)

- Research Associates and Assistants

[AMURE/PSAC: Association of McGill University Research Employees/Public Service Alliance of Canada](#)



Family Care

Audrey Moores

Subcommittee on Family Care - Joint Board Senate Committee on Equity

Associate Professor Chemistry



Family care: your resource at McGill

- The subcommittee on Family Care is about to release a website containing all information on family care, including childcare, Schooling and Elderly Care.
- **Michelle Cubano-Guzmán, J.D.**
Faculty Relocation Advisor
Office of the Provost and Vice-Principal (Academic)
514-398-1339 michelle.cubano@mcgill.ca
- For childcare, you need to use La Place 0-5

Kids and Co

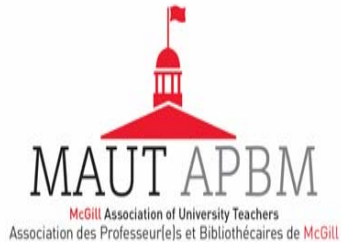
- Kids & Co.: private, unsubsidized daycare provider with nationwide presence in Canada, and expanding in the U.S.
- 3 locations close to McGill
- A guaranteed spot within six months of registration for **MAUT members**
- Parents traveling across Canada for business or leisure may use any of the 85 child care locations.
- Full-time or part-time childcare
- Events for families, workshops for parents, babysitter referral, Network of Elder Care services, Back-Up Childcare
- **FEES:** Parents must pay daily fees, which vary depending on the age and schedule of the child. It's expensive, but opens the right to tax credit.



Subcommittee on Family Care

- Created in Spring 2015
- **Composition:**
 - Joan Butterworth (Staff)
 - Carolyn Samuel (Faculty member)
 - PGSS representative
 - SSMU representative
 - Michelle Cubano Guzman (Faculty Family Care Advisor)
 - Julia Pingeton (family coordinator)

The Subcommittee on Family Care shall advise on the **development** of - or **modifications** to -University **policy regarding persons with dependents, including child and elderly dependents**, across constituencies of the University and recommend **ameliorations** to JBSCE. In order to proceed with this task, the Subcommittee will undergo **evaluation** and **monitoring** of the population of persons with dependents and of their special needs, will take a role of **advocate** for this group, will seek and propose concrete solutions to help this group, and will help create and maintain a **web platform** to gather information relevant to persons with dependents.



Useful phone numbers & links for faculty members

Financial

Human Resources:

General: ext. 4747

Pensions: John D'Agata: ext. 2097

Health Benefits: <https://www.mcgill.ca/hr/bp/benefits/supplemental-health-and-dental-plans>

Manulife Customer Service Center: 1-800-268-6195

All Benefits: Kathleen Tobin, manager, ext. 2112

Professional Development Fund accounts: <http://www.mcgill.ca/financialservices/researchers/pdf>, Cindy Bolduc cindy.bolduc@mcgill.ca or ext. 7185

Other Personal

Housing: Faculty relocation advisor, Michelle Cubano-Guzman, ext. 5315

Immigration issues: Associate Provost Philip Oxhorn, ext. 3739; Oscar Castillo, Canadian Immigration Consultant, ext. 1407

McGill Portal: <https://mymcgill.mcgill.ca/portal/page/portal/myMcGill>

Research

Grants, funding issues: Office of Sponsored Research (OSR): <http://www.mcgill.ca/research/researchers/>, ext. 3996

Issues/questions about grant management, expense declarations, etc.: departmental/faculty Research Account Administrator/Financial Services Team

Guest Accounts for Temporary Wireless Access:

<http://kb.mcgill.ca/kb/?ArticleId=1021&source=Article&c=12&cid=2#tab:homeTab:crumb:8:artId:1021:src:article>

Information Technology (IT) support: <http://www.mcgill.ca/it/>, ext. 3398.

Useful phone numbers & links for faculty members (cont'd)

Teaching

Ordering textbooks: <https://lejames.ca/textbooks>

Course reserves: <http://www.mcgill.ca/library/services/teaching/course-reserves>

Library: <http://www.mcgill.ca/library/>

Teaching and Learning Services (TLS): <http://www.mcgill.ca/tls/>, ext. 6648

Classroom audio equipment: <https://classroom-av.ncs.mcgill.ca/>

Student trainees (undergraduate trainees): <http://www.mcgill.ca/students/records/trainees>

Visiting, Exchange and Special Students: <http://www.mcgill.ca/gradapplicants/apply/prepare/visiting>

Office for Students with Disabilities (OSD): <http://www.mcgill.ca/osd/>, ext. 6009

Associations

MAUT: <http://www.mcgill.ca/maut/>, ext. 3942 Honore Kerwin-Borrelli; legal advisor : Joseph Varga, ext. 3089

Canadian Association of University Teachers (CAUT): <https://www.caut.ca/>

Fédération Québécoise des Professeures et Professeurs d'Université (FQPPU) : <http://fqppu.org/>

Recent Battles Fought (some of which we won...)

- Support for a colleague dismissed for alleged misconduct. Lack of arbitration, peer review or appeal causing hugely expensive labour court case. Current review of employment regulations.
- Immigration issues (language requirement; health insurance abroad after 21 days). Recent creation of the Associate Provost position and survey of cases.
- Recognition of maternity leave as merit-worthy.
- The Uprint U-turn.
- The New Travel Management Program retreat.

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October 13 2016

Ken Hastings
MAUT VP Finance

Who are all these people?
The McGill Community

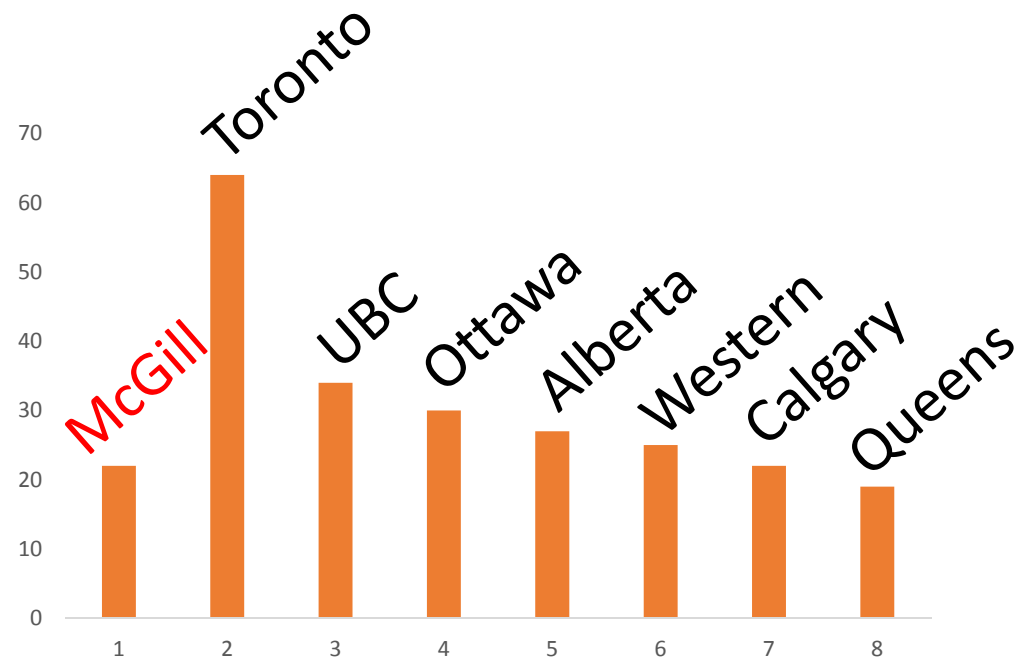


Who are all these people? 2015 numbers

Students/trainees

Undergraduates	27,000	(22,266 full-time)
Graduate students	9,000	(7,053 full-time)
Residents/fellows	1,400	
Postdocs	700	
Total	38,100	

full-time undergraduates



UdeM 27k, Laval 26k, UQaM 21k, Concordia 20

Who are all these people? 2015 numbers

Academic staff

Tenure track Prof/Librarian		1,656
Contract Academic Staff		
full-time	365	
part-time	409	
unionized	800	
clinical teaching hospital	1,255	
clinical affiliated institutions	1,074	
Subtotal	3,903	3,903



**Academic staff
total** **5,559**

Who are all these people? 2015 numbers

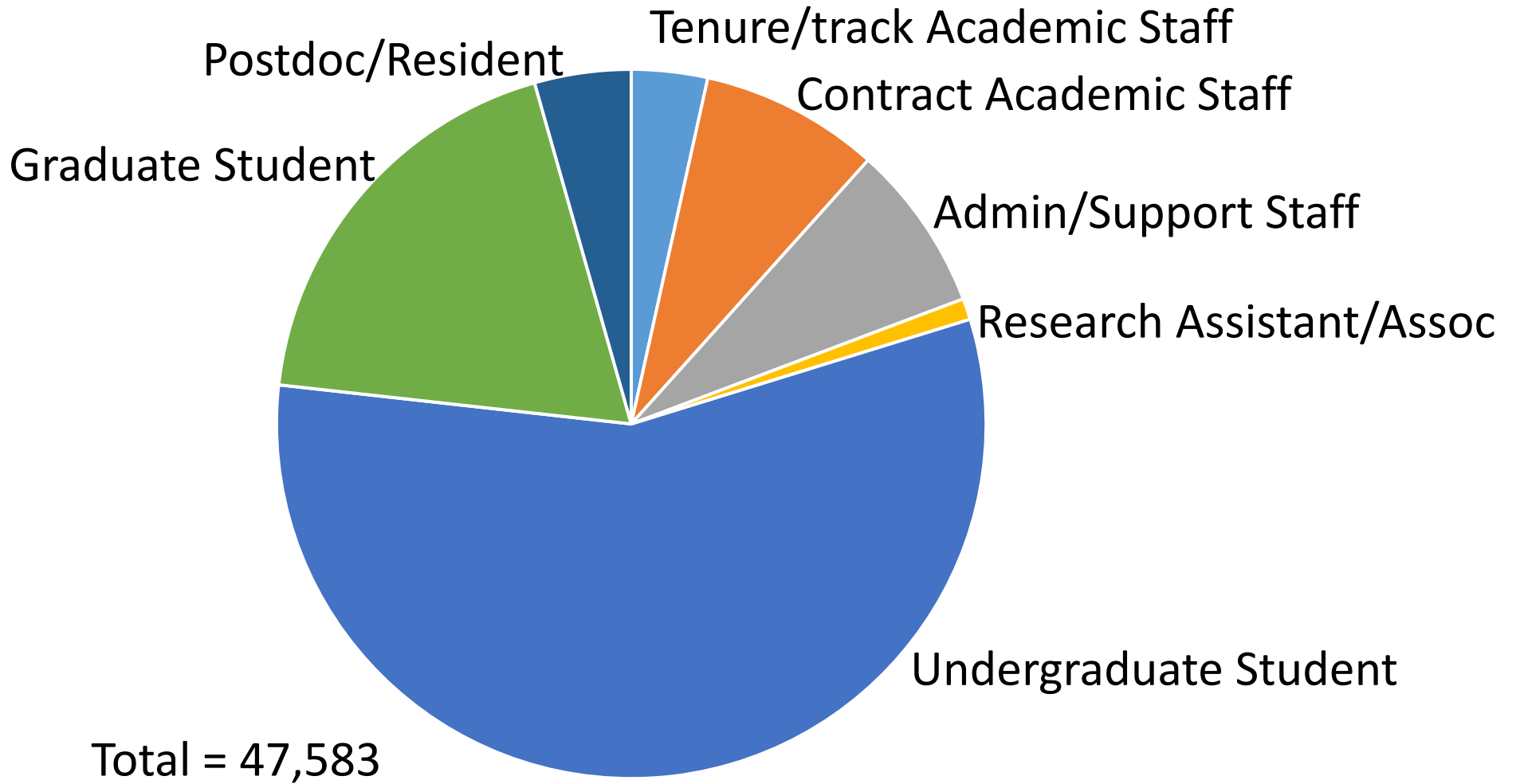
Admin/support staff

Management/Professional	1,735
Clerical/Technical	1,196
Trades	417
Other	114
Total	3,462



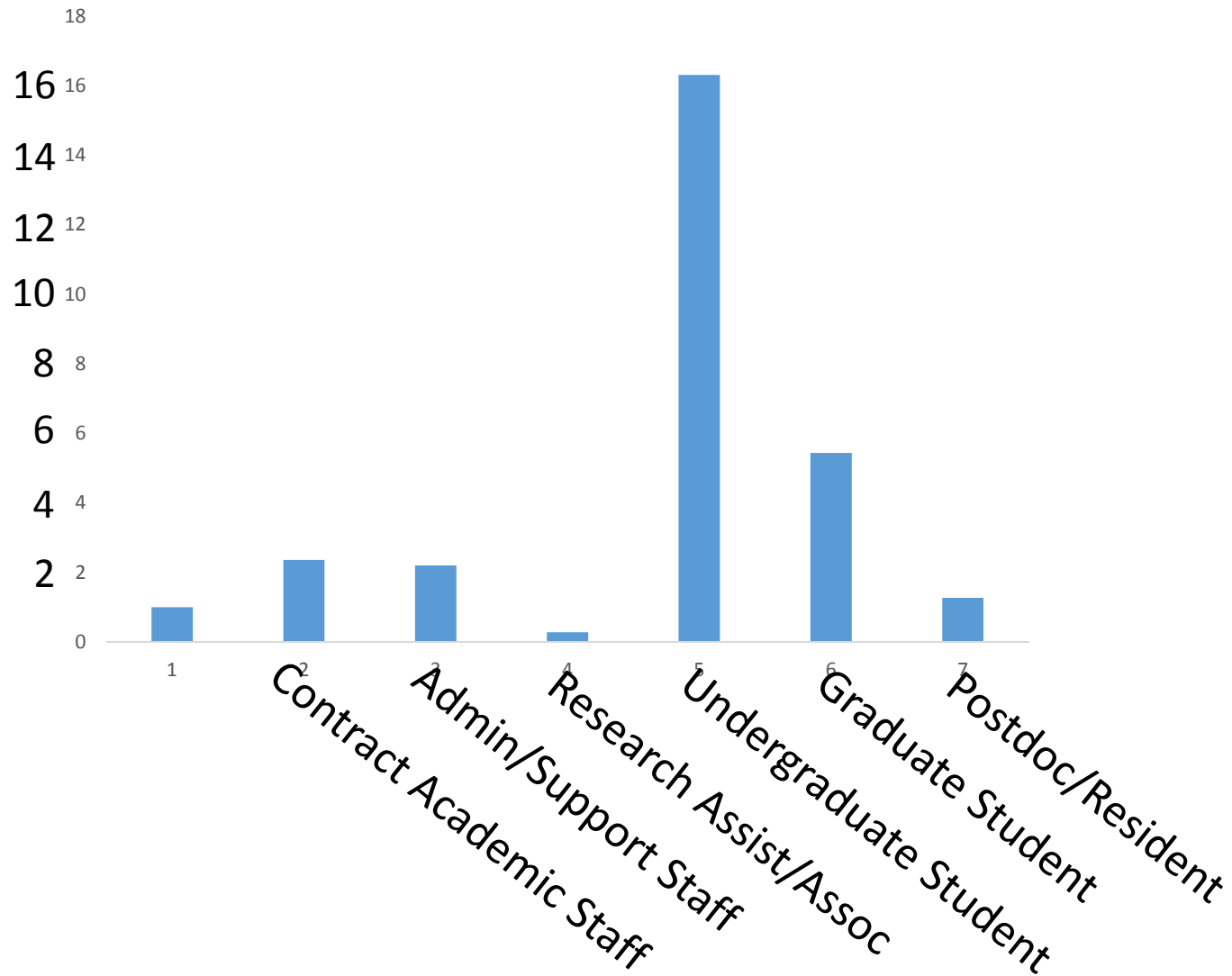
Research Assistants/Associates 462

McGill Campus Community



■ 1 ■ 2 ■ 3 ■ 4 ■ 5 ■ 6 ■ 7

Relative population sizes: Tenure/track = 1.0



Campus Associations and Labor Unions

**Voluntary
Association**

**Obligatory Ass'n
Labor Union**

Tenure/track academic staff

MAUT

Contract academic staff

Course Lecturers/Instructors

MCLIU

Faculty Lecturers/Prof Practice
Ranked academic staff

MAUT

Admin/support staff

M class/Professional

MUNASA

Clerical/Technical

MUNACA

Research Assistants/Associates

AMURE

Undergraduate students

SSMU

Graduate students

PGSS

Trades

SEIU

McGill Communities Council

Informal regular (monthly) meeting of members of each association/union

Initiated by MAUT in 2013 following tumultuous campus events of November 2011

Discusses of issues that affect the entire campus community

Two projects completed

- Survey on Principal's Priorities
- Governance survey

Meets annually with Principal/Provost to discuss university issues



University Governance Structures

MAUT's Guide to the Univers(ity)
October 13, 2016

Marc Richard
Associate Librarian
McGill University

McGill's Governance Structures:

McGill's Governance Structures: How do they work? ...

**McGill's Governance Structures:
How do they work? ... and why should I care?**

McGill's Governance Structures: How do they work? ... and why should I care?

- You can get some practical benefits from knowing a few basics about the subject

McGill's Governance Structures: How do they work? ... and why should I care?

- You can get some practical benefits from knowing a few basics about the subject
- You don't need to become a governance expert to get those practical benefits

Benefit 1: Service Opportunities (important for tenure)

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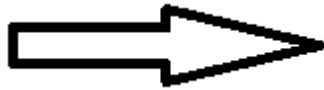
- Service falls under Area 3 of academic duties (“other contributions to the University and scholarly communities”)
- Area 3 contributions are a requirement for getting tenure (and for maintaining the high standards for which tenure was granted)
- McGill’s governance structure offers many opportunities for service contributions



McGill



Royal
Charter
(1852)



**Statutes
(1972)**



Quebec
Legislation
(1933, etc.)



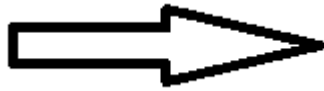
- University's highest governance instrument
- Plural title, but in fact a single document



McGill



Royal
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(1852)



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(1933, etc.)



Board of Governors

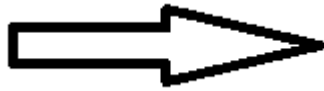
(has final authority over the conduct of all academic,
business, and financial affairs of the University)



McGill



Royal
Charter
(1852)



Statutes
(1972)



Quebec
Legislation
(1933, etc.)



Board of Governors



Senate

(exercises general control and supervision
over the academic matters of the University)

**As an Academic Staff Member,
You Can Be Elected to...**

**As an Academic Staff Member,
You Can Be Elected to...**

The Board of Governors

**As an Academic Staff Member,
You Can Be Elected to...**

The Board of Governors

2 / 25 members are representatives of the
academic staff

As an Academic Staff Member, You Can Be Elected to...

The Board of Governors

2 / 25 members are representatives of the
academic staff

Watch for the calls for nominations which are emailed
by the Secretariat when vacancies need to be filled

**As an Academic Staff Member,
You Can Be Elected to...**

Senate

As an Academic Staff Member, You Can Be Elected to...

Senate

57 / 113 members are representatives of
the academic staff

As an Academic Staff Member, You Can Be Elected to...

Senate

57 / 113 members are representatives of the academic staff

- Faculty / Library representatives

As an Academic Staff Member, You Can Be Elected to...

Senate

57 / 113 members are representatives of the academic staff

- Faculty / Library representatives
- Academic staff at large (3 seats)

As an Academic Staff Member, You Can Be Elected to...

Senate

57 / 113 members are representatives of the academic staff

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Watch for the calls for nominations which are emailed by the Secretariat when vacancies need to be filled

**As an Academic Staff Member,
You Can Be Appointed to...**

Several types of University-level committees

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Several types of University-level committees

- **Advisory Committees (Statutes)**

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

- **Advisory Committees (Statutes)**
- **Committees of Senate**

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

- **Advisory Committees (Statutes)**
- **Committees of Senate**
- **Committees Arising from Regulations**

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

- **Advisory Committees (Statutes)**
- **Committees of Senate**
- **Committees Arising from Regulations**
- **Ad Hoc Committees**

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

- Advisory Committees (Statutes)
- Committees of Senate
- Committees Arising from Regulations
- Ad Hoc Committees

You don't necessarily need to be a member of Senate to be appointed as a representative of Senate on certain committees

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

For a list of committees and terms of reference,
visit the Senate & Secretariat web pages

[McGill.CA](#) / [SENATE](#)

[Home](#)

[> Standing Rules of Procedure](#)

[> Senate 2016-2017](#)

[> Annual Joint Board-Senate Meeting](#)

[> Committees of Senate](#)

[> Standing Committees](#)

[> Committees Arising out of University Regulations](#)

[> Ad Hoc Committees](#)

Committees of Senate

[Standing Committees](#)

[Committees Arising out of University Regulations](#)

[Ad Hoc Committees](#)

**As an Academic Staff Member,
You Can Be Appointed to...**

Several types of University-level committees

To signal your interest in serving, contact a member of the Senate Nominating Committee

As an Academic Staff Member, You Can Be Appointed to...

Several types of University-level committees

To signal your interest in serving, contact a member of the Senate Nominating Committee

For certain joint nominations, contact MAUT

**Benefit 2: Understanding Who Handles What
(important for navigating certain processes)**

Benefit 2: Understanding Who Handles What (important for navigating certain processes)

- Many regulations, policies and processes require you to interact formally with various members of McGill's governance structure at various points in your career

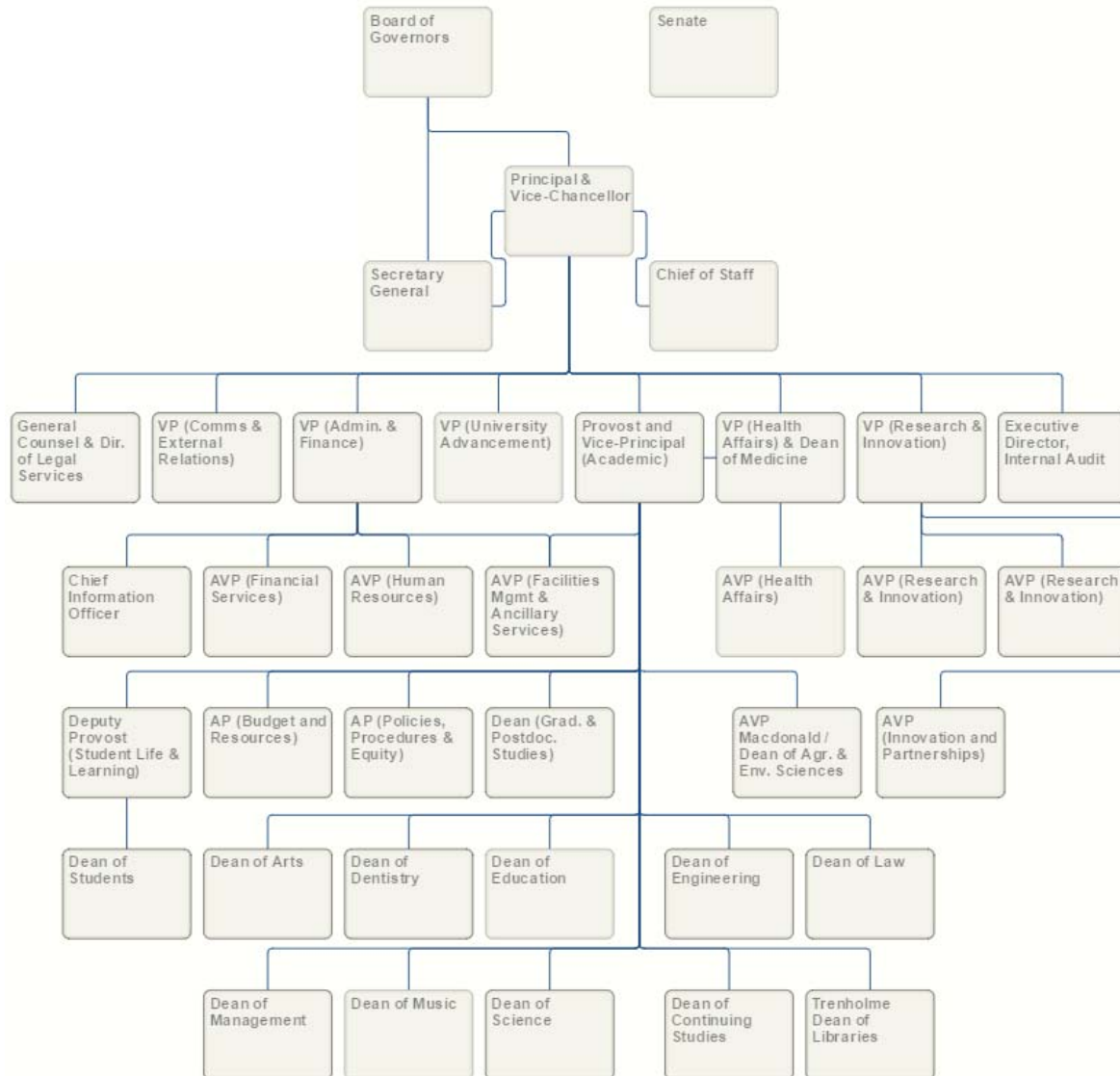
Benefit 2: Understanding Who Handles What (important for navigating certain processes)

- Many regulations, policies and processes require you to interact formally with various members of McGill's governance structure at various points in your career (example: submitting a tenure dossier to the Secretary-General)

Benefit 2: Understanding Who Handles What (important for navigating certain processes)

- Many regulations, policies and processes require you to interact formally with various members of McGill's governance structure at various points in your career (example: submitting a tenure dossier to the Secretary-General)
- Understanding who does what helps you to manage these processes and avoid errors

<http://www.mcgill.ca/orgchart/>



<http://www.mcgill.ca/orgchart/>

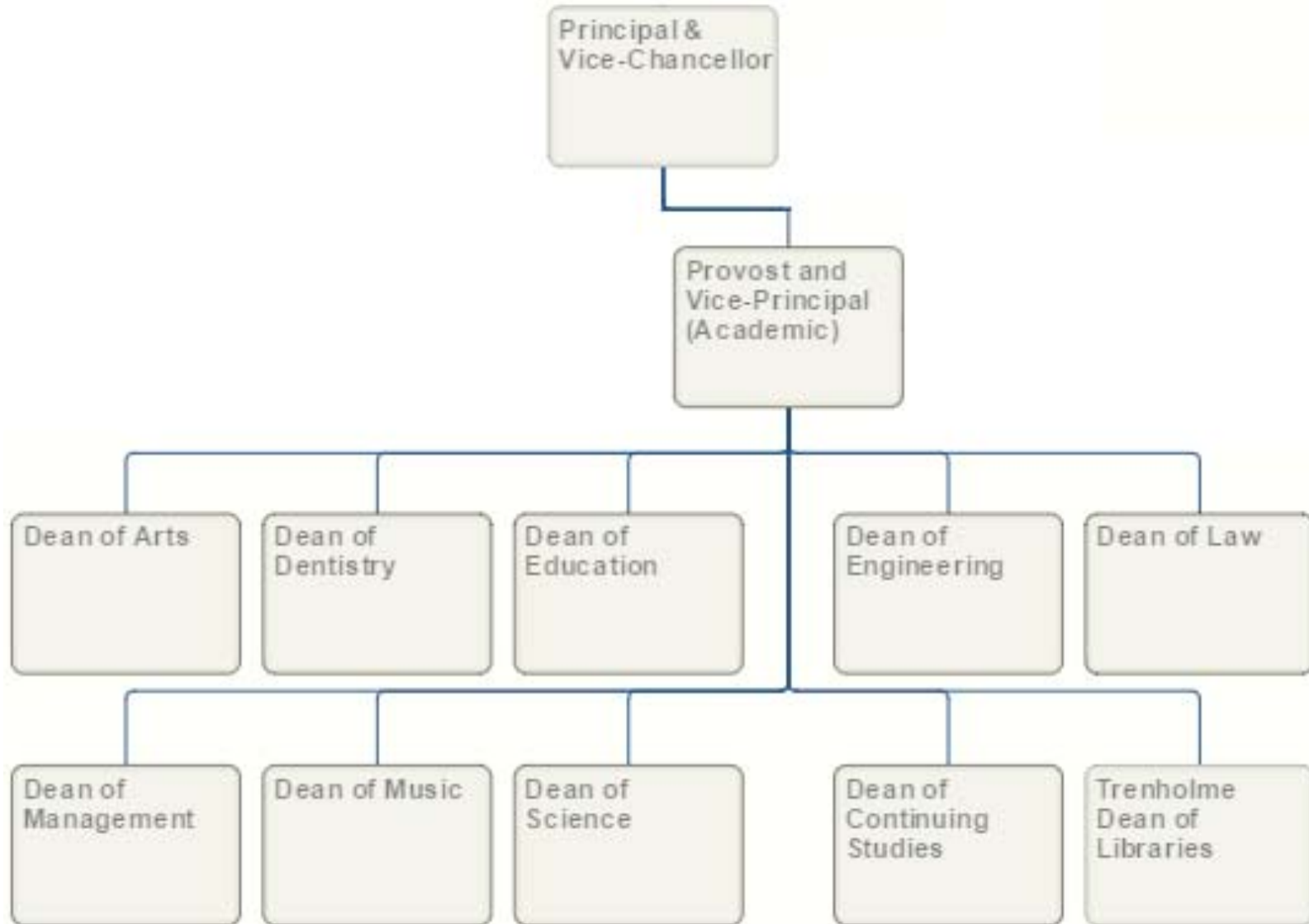


Edyta Rogoswka
Secretary-General

As head of the Secretariat, the Secretary-General is the University's senior governance officer, supports the Board and Senate and has responsibility for ceremonial matters, access to information, trademark use and oversight of impartial processes for tenure, promotion, elections and dispute resolution.



<http://www.mcgill.ca/orgchart/>



**Benefit 3: Influencing Governance Instruments
(important for your working conditions)**

Benefit 3: Influencing Governance Instruments (important for your working conditions)

<http://www.mcgill.ca/secretariat/policies/index/>

University Policies, Procedures and Guidelines - A to Z Index
A - D
E - G
H - N
O - R
S - Z
Board of Governors
Senate
Tenure, Promotion and Re-Appointment

E - G

[Electoral Procedures of the Board of Governors](#)

[Educational Assistance Policy \(Academic Staff\)](#)

[E-Mail Communicataion with Students, Policy on
Communications par courrier électronique avec les étudiants, Politique sur](#)

 [Electronic Version as Official record](#)

[Employment Equity Policy](#)

 [Employment-of Academic Staff, Regulations Relating to the](#)

 [Employment of Contract Academic Staff, Regulation Relating to the](#)

 [Employment of Librarian Staff, Regulations Relating to the](#)

 [Employment of Tenure Track and Tenured Academic Staff, Regulations for the](#)

[Employment Guidelines for Unranked Academic Staff](#)



McGILL UNIVERSITY SENATE

Memorandum

Office of the [Senior/Executive Responsible]
Address 1
Address 2
Tel: number | Fax: number

TO: Senate
FROM: Name of Person Bringing Issue [Senior Officer]
SUBJECT: Subject Matter of Memo
DATE:
DOCUMENT #: DXX—XX Document Number (To be given by the Secretariat)
ACTION REQUIRED: INFORMATION APPROVAL/DECISION

ISSUE

**BACKGROUND
& RATIONALE**

PRIOR Information about what prior
CONSULT consultation has taken place,
ATION including legal and/or internal
review, previous review by Senate
and Senate Committees.

**SUSTAINABILITY
CONSIDERATIONS**

<http://www.mcgill.ca/senate/senate-2016-2017/senate-calendar-business>



*SENATE 2016-2017
Calendar of Business*

<i>Governance Body</i>	<i>Item of Business</i>	<i>Action</i>	<i>Governance Body Meeting Date</i>
Senate	Report of the Senate Steering Committee	For approval	September 21, 2016
Senate	Report of the Nominating Committee	For approval	September 21, 2016
Senate	474th Report of the Academic Policy Committee	For approval	September 21, 2016
Senate	Annual Report Concerning the Investigation of Research Misconduct (2015-16)	For information	September 21, 2016
Senate	Appointment of a new Assessor under the <i>Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law</i>	For approval	September 21, 2016
Senate	Annual Report of the <i>Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law</i> (2015-16)	For information	September 21, 2016
Senate	Annual Report of the Joint Board-Senate Committee on Equity (2015-16)	For information	September 21, 2016
Senate	Annual Report of the Committee on Student Services (2015-16)	For information	September 21, 2016

Senate	Proposed Revisions to the <i>Regulation on the</i>
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McGill.CA / Senate / Senate 2016-2017 / Senate Meeting Documents 2016-2017

[McGill.CA](#) / [SENATE](#) / [Senate 2016-2017](#) / [Senate Meeting Documents 2016-2017](#)

Home

> Standing Rules of Procedure

▼ Senate 2016-2017

Senate Calendar of Business

2016-2017 Senate and Committee Meeting Dates

▼ Senate Meeting Documents 2016-2017

September 21, 2016

October 19, 2016

November 23, 2016

December 7, 2016

January 18, 2017

February 15, 2017

March 22, 2017

April 20, 2017

May 15, 2017


Senate Membership

Senate Orientation


September 21, 2016


Please note that due to concerns that were raised over the noise generated by the construction taking place near the Leacock Building, the Senate meeting will be held in the auditorium of the Redpath Museum

 [Senate Agenda \(September 21, 2016\).pdf](#)


 [Report of the Senate Steering Committee](#)

 [Question Regarding Course Assessment Technologies.pdf](#)

 [Senate Question and Response Regarding Educational Activities and Research on Climate Change](#)

 [D16-01 Annual Report Concerning the Investigation of Research Misconduct](#)

 [D16-02 474th APC Report \(with all Appendices\)](#)

 [D16-02 474th APC Report \(Without Certain Appendices\)](#)

 [D16-03 Report of the Senate Nominating Committee.pdf](#)

 [D16-04 Appointment of Assessors under the Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law](#)

 [D16-05 Annual Report on the Policy on Harassment, Sexual Harassment & Discrimination Prohibited by Law \(2015-16\) - Revised](#)

 [D16-06 Annual Report of the Committee on Student Services \(2015-16\)](#)

 [D16-07 Annual Report of the JBSCE \(2015-16\).pdf](#)

McGill Association of University Teachers
Association des professeur(e)s et bibliothécaires de McGill
3495 Peel, #202, Montreal, Quebec, Canada H3A 1W7
BY-LAWS

MAUT BY-LAW CONCERNING AD HOC CONSULTATION WITH MAUT

Preamble:

MAUT supports collegial governance and open communication and welcomes invitation from University administrators or other parties within or without the University to participate in consultations leading to policies and practices that affect McGill academic staff, the University community, or the broader community.

This By-Law concerns *ad hoc* requests for consultation with MAUT. It does not concern participation of MAUT representatives in established bilateral or multilateral University governance committees, as these are separately governed by the MAUT Constitution and/or University Regulations.

Principles and process:

An *ad hoc* consultation with MAUT is an interaction between the requestor and MAUT Council. Council may choose to address the substance of the question itself, with or without seeking additional input*, or to assign another body (for example, an *ad hoc* committee) or person to do so on its behalf and report back to Council on the

University Governance Structures



MAUT's Guide to the Univers(ity)

October 13, 2016

McGill's Internal Universe of Regulations, Policies, Procedures and Guidelines: Grievance and Discipline

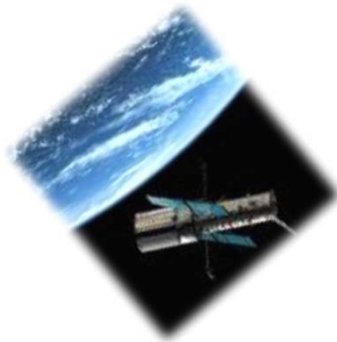


Prepared and Presented by Joseph Varga, MAUT-Professional and Legal Officer



McGill's Internal Universe of Regulations, Policies, Procedures and Guidelines?

Secretariat Office: www.mcgill.ca/secretariat/policies Over 147 Regulations, Policies, Procedures and Guidelines (Over 868 pages)



27 Academic
17 Administrative and Financial
3 Communications and Development
8 Governance
8 Health, Safety and Environment
33 Human Resources
11 Information Technology
12 Research
24 Students
4 University Services

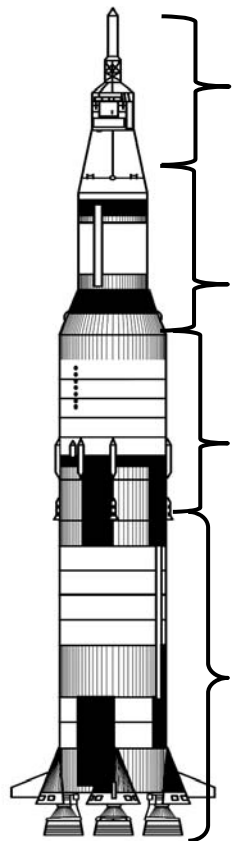


Academic Personnel Office: <http://www.mcgill.ca/apo/academic-staff> Academic Salary Policies

Human Resources Office: <http://www.mcgill.ca/hr/welcome-human-resources> Over 9 Regulations, Policies, Procedures and Guidelines... (Pension, Health, Dental, Employee Assistance Program, Short Term & Long Term Disability, and Life Insurance ...)

Research and Innovation Office: <http://www.mcgill.ca/research/researchers/policies> Over 15 Regulations, Policies, Procedures and Guidelines ...

GRIEVANCE STAGES



FINAL DECISION STAGE – PRINCIPAL

- W/in 30 work days of receiving recommendations from Grievance Cttee.
- Hearing, writes findings of fact and recommendations.

THIRD STAGE - GRIEVANCE COMMITTEE

- File w/in 10 work days.
- Meet w/in 10 work days.

SECOND STAGE - NEXT IMMEDIATE SUPERIOR

- File w/in 10 work days.
- Meet w/in 10 work days.

FIRST STAGE - IMMEDIATE SUPERIOR

- File w/in 20 work days.

IGNITION

CAUSE (START OF GRIEVANCE CLOCK (Moment when cause occurred/becomes known to Member))

Notes:

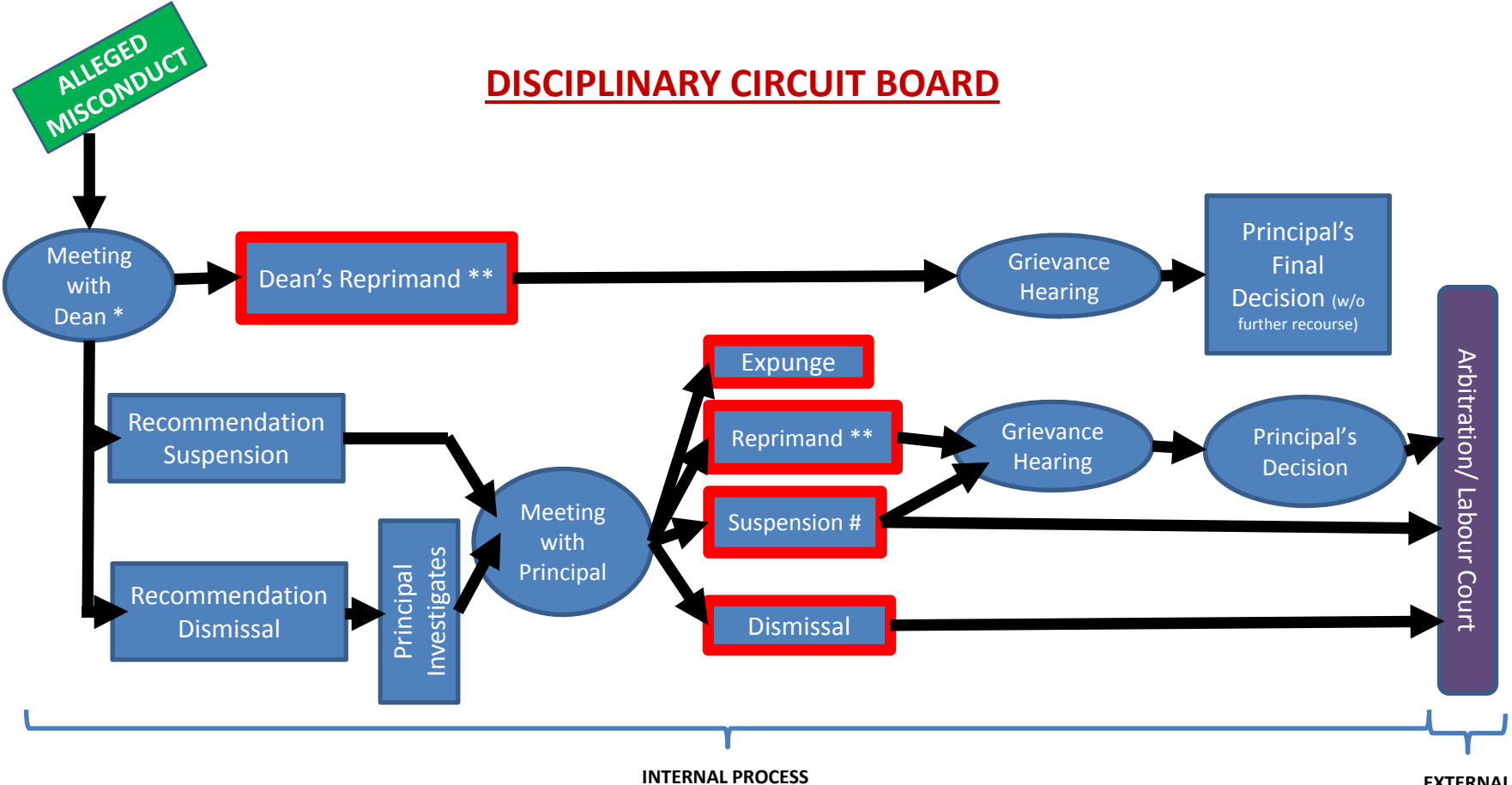
- Member's Burden of Proof.
- Extend deadlines by mutual consent (in writing).
- Settlements evidenced in writing.
- July & August not taken into account in calculating deadlines.

SCENARIO W/O SETTLEMENT

FUEL = EVIDENCE

107

DISCIPLINARY CIRCUIT BOARD



Notes:

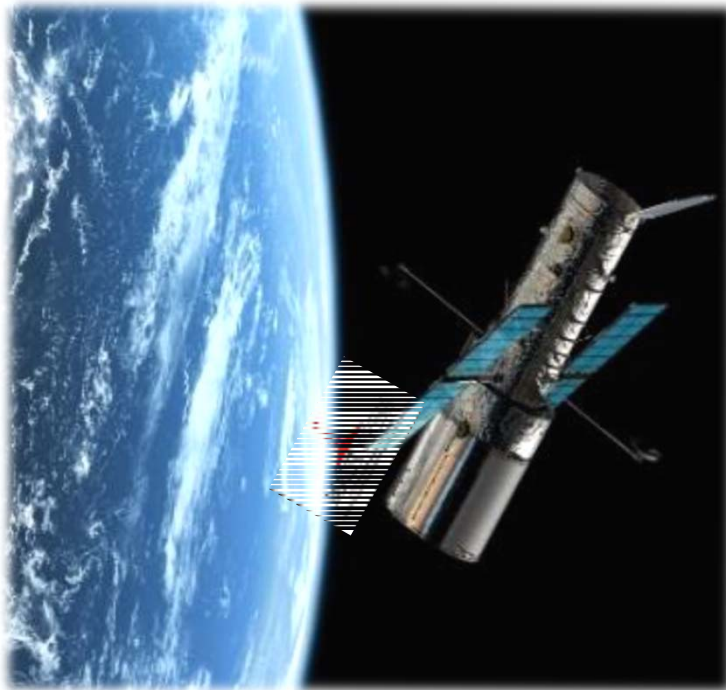
- * Principal's residual powers to initiate disciplinary action without Dean's recommendation.
- ** A letter of reprimand is so designated and is expunged from the record at a date stated in the letter (not more than 5 yrs. after the date of the letter).
- # Suspension with or without pay to a max. of 6 months.

SCENARIO W/O SETTLEMENT

Joseph Varga, MAUT-Professional and Legal Officer

For additional help and information, please visit:

- <http://www.mcgill.ca/maut/about-us/advising>
- http://www.mcgill.ca/maut/files/maut/april_21_2016_advising.pdf



Joseph Varga

MAUT-Professional and Legal Officer

514-398-3089

jvarga.maut@mcgill.ca



**McGill Association of University Teachers (MAUT)
L'Association des professeur(e) et bibliothécaires de McGill (APBM)**

Our goals

- **To foster academic freedom**
- **To involve faculty and librarians in university activities and governance**
- **To improve our working conditions**
- **To build a stronger community- breaking silos**



MAUT

- **Formed in 1951**
- **One of three Canadian universities in the U15 that do not have a unionized faculty association**
- **Member of CAUT and FQPPU**



MAUT

- **Democratic association for academics**
- **Not a union**
- **Voluntary membership**
- **Voice of academics at McGill**
- **Critical element to collegial governance**

The Heart of MAUT



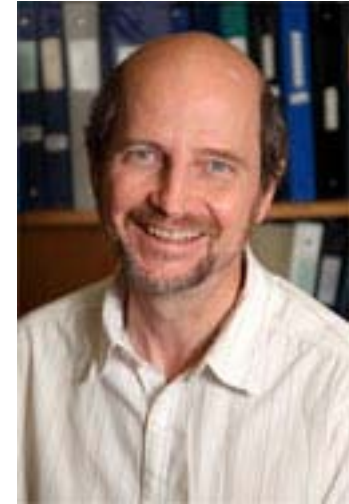
Honore Kerwin-Borelli- Administrative Officer



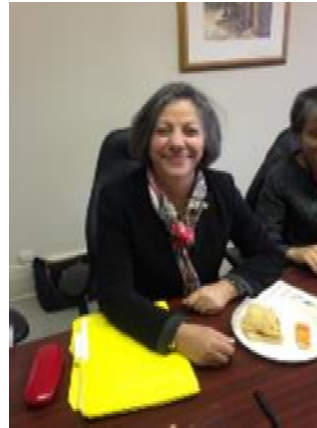
Joseph Varga- Professional and Legal Officer

The Executive

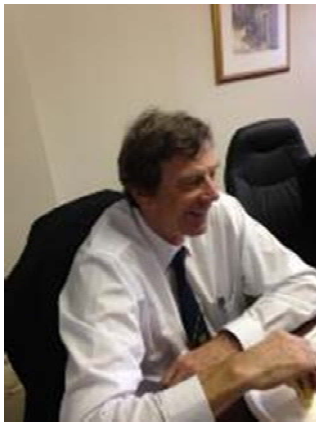
Ken Hastings- VP Finance



Alenoush Saroyan- President Elect



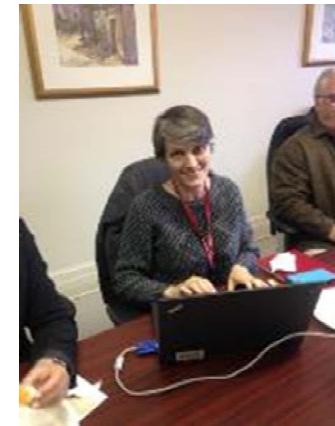
David Lowther- Past president



Axel Van den Berg- VP External

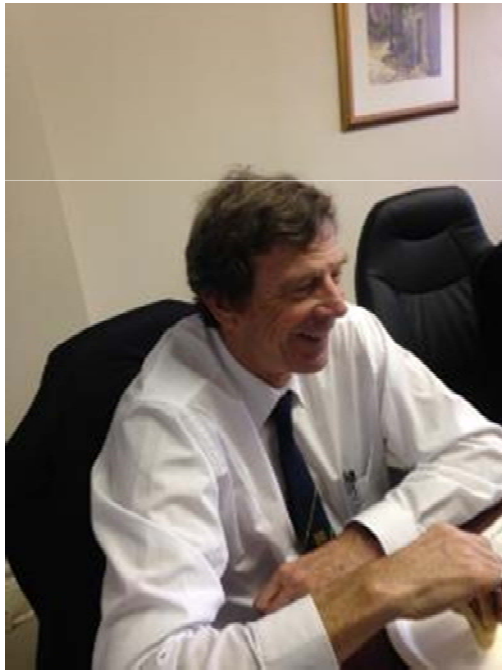


Petra Rohrbach- VP Internal



Gen Gore- VP Communications

The Executive



David Lowther- past president



Alenous Saroyan- President Elect



Terry Hébert- President

Overview of Key Roles

- **Actively promote** competitive salaries and working conditions
- **Safeguard** salaries, benefits, and general working conditions of academic staff
- Work towards **correcting gender inequalities** and improving the salary merit award process

Overview of Key Roles

- **Meet regularly** with the Principal and Provost to voice the concerns of the McGill Academic Community
- **Convene monthly meetings** of the both elected *Executive and Council*
- **Provide advice** on dealing with grievances, disciplinary actions or denial of tenure
- **Convenes** Senate and Board of Governors caucuses

Joint Committees

- Intellectual Property Appeals Committee
- Panel for the Investigation of Research Misconduct
- Committee on Staff Grievances and Disciplinary Procedure
- Appointment of Assessors, Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law
- University Appeals Committee
- Staff Benefits Advisory Committee (SBAC)
- Committee on Academic Staff Compensation (CASC)

What have we done recently?

- **Negotiated >5% salary increase for 2014, 2015, & 2016**
- **Provided substantial input into:**
 - **Revisions of the Regulations for: Appeal of Tenure; Sabbatic Leave; Investigation of Research Misconduct**
 - **Fall study break**
- **Signed a deal with Kids&Co to provide daycare for MAUT members**
- **Crafted and drove acceptance of McGill's statement of academic freedom**

Current MAUT Concerns

- **Salary and compensation discussions for 2017, 2018, and 2019**
- **The pay equity settlement for research assistants and its consequences**
- **More open and collegial selection of Deans**
- **Axel has told you about some others**

Group Strength & Membership

- **Current membership ~ 1106**
- **Free one-year membership when one joins**
- **Membership can be:**
 - **Full**
 - **Associate**
 - **Retired**

Membership Rates

0.65% of annual salary, ~0.325% per annum with tax deduction

- **For a salary of [Net amount after tax deduction]**
 - **\$50K: \$162.50**
 - **\$75K: \$243.75**
 - **\$100K: \$325.00**

The Social Side

Winter Magic



MAUT Mixer



Apple picking



At the Redpath museum





www.mcgill.ca/MAUT

Honore Kerwin-Borrelli

Email: maut@mcgill.ca

514 398-3942

Joseph Varga

Email: jvarga.maut@mcgill.ca

514 398-3089

Terry Hébert

Email: terence.hebert@mcgill.ca

514 398-1398