

MAUT • APBM

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

SPRING GENERAL MEETING April 19, 2017

MINUTES

1. Call to Order

Terry Hébert, President, called the meeting to order at 12:15 pm. and welcomed Full, Associate, Retired Members and visitors to the MAUT Spring General Meeting. He reminded everyone to register.

The reports from the Executive, Council, and Constituency Chairs are posted on the website. The authors will present brief summaries and answer questions. Speakers from the audience are asked to identify themselves, use the microphone, and indicate their status as Full, Associate, or Retired members prior to submitting their questions and comments.

A total of 74 guests signed in including 67 full members, 5 retired members and the 2 MAUT Officers. T. Hébert reported that a link to the live webcast is available:

<https://youtu.be/-luOr5zKDWg>

2. Adoption of the Agenda

Members reviewed the Agenda. There were no changes or additions. The Agenda was adopted.

T. Duchaine / J. Jonas - Adopted Unanimously

3. Minutes of the November 17, 2016 Fall General Membership Meeting

Members reviewed the Minutes which had been posted on the MAUT website, along with the Reports. There were no changes. The Minutes were adopted and were posted. Reports and appendices are on the website.

A. Saroyan / K. Hastings – Adopted Unanimously

4. 2017 Election Results [D. Lowther, Chief Returning Officer]

D. Lowther thanked members of the Nominating Committee for their help and guidance, the candidates who allowed their names to be put forward and MAUT members who voted. He referred to a 30% turnout, an increase over last year, and expressed hope for a greater percentage next year. He noted the Continuing Councilors: T. Duchaine, S. Gaskin, S. Jordan, M. Richard and J. Ruglis. The newly elected Councilors for two-year positions are: L. Gonnerman, C. Riches, E. Shor, R. Sieber and K. Zien.

The Constituency Councilors are: S. Severson [Libraries] and K. GowriSankaran [Retirees]. He then noted the Acclaimed Executive Officers: A. van den Berg as President-Elect, P. Rohrbach as VP Internal, J. Mauzeroll as VP External and N. Hall as VP Communications.

The Continuing Executive Officers are: A. Saroyan as President and T. Hébert as Past-President. There was an election for the position of VP Finance and K. Hastings was elected.

He also noted the distribution of the faculties represented by the Executive and Council members: Arts, FAES, Education, Engineering, Libraries, Medicine, Science and Retirees. Those not represented are: Architecture, Continuing Studies, Dentistry, Law, Management and Religious Studies.

5. President's Report [T. Hébert]

T. Hébert congratulated the new and returning Executive and Council members who represent MAUT at its best. He noted this was his last report as President and that it was an honour to serve as MAUT President. The job was both challenging and satisfying and he commented on the high level of commitment of the Executive and Council members. He thanked H. Kerwin-Borrelli, Administrative Officer and J. Varga, Legal and Professional Officer. He thanked the Executive for their patience and expertise and Council for holding the Association to account. He commented on their time and commitment to their duties. He thanked MAUT members as the Association relies on them for their expertise in various capacities.

Membership Committee and the social side of MAUT

He noted the social aspect has been enhanced and commended S. Algieri and the Membership Committee for organizing events for all academics eligible for membership, as well as those specific to MAUT members and their families. NB: S. Algieri's report is posted on the website. MAUT has signed a contract with "Kids and Company" to help young families find daycare solutions.

T. Hébert mentioned the Fall Mixer [Welcome Gathering] and MAUT's Guide to the Univers(ity) are open to all academics. The very popular Octoberfest Apple Picking brings together current, new, retired members and their families to enjoy a fall BBQ at the Macdonald Campus. The Winter Brunch in January is open to all members as well. In addition, a workshop to improve students' writing "*Beyond Awkward*"- *Strategies for*

Improving Your Student's Writing - will provide resources for academics as will the annual *Tenure, Mentoring and Renewal Forum* which precedes this Spring General Meeting [SGM].

To keep the momentum going, MAUT is looking to engage a third person, a Membership Engagement Officer. NB: As of August 14th, 2017, Jo-Anne Watier joined the MAUT Team.

T. Hébert noted *MAUT's Guide to the Univers(ity)* enlightens new and established academics about the workings of the University and how they can engage in working groups and committees that benefit all members.

MAUT has established a Protocol on Consultation whereby working groups are set up to review and improve policies and procedures. The working groups bring these documents to Council for discussion before forwarding MAUT's recommendations to the Administration. While this process can be lengthy, MAUT does not give its approval without real consultation, which results in well-thought out policies.

A Working Group composed of G. Coleman, B. Lentz, S. Hyde, A. van den Berg and T. Hébert developed a FAQ document to help international hires navigate the system of living in Canada and Québec. Some of the concerns addressed are health insurance and permanent residency requirements. The work is on-going.

Another Working Group [C. Riches, E. Zorychta, B. Robaire, and T. Duchaine] is reviewing the current document and proposed changes to the Regulations for CAS [Contract Academic Staff].

Another Working Group [S. Gaskin, R. Sieber and J. Ruglis] has forwarded their recommendations on McGill's Policy Against Sexual Violence which has been adopted by Senate [2016] and the Board of Governors [2016]. They, with P. Rohrbach, and T. Hébert, have also worked on the Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law, which will be reviewed in Senate in May 2017.

Other on-going consultations with MAUT involve Intellectual Property Guidelines [F. Ferrie, V. Talwar, T. Hébert], and changes to the Guidelines for Conduct of Research [V. Talwar, M. Nahon, D. Frost, D. Titone, P. Rohrbach, A. Saroyan and T Hébert]. The Working Group for Revisions to the Regulations Relating to the Employment of Academic Staff includes: A. Saroyan, K. Hastings, R. Janda, J. Galaty, P. Caines, P. Rohrbach and J. Varga.

MAUT has continued to propose rational changes to McGill's Travel Management Policy. Special thanks to Catherine Lu for her work in this area.

CASC [Committee on Academic Staff Compensation]

There are regular meetings with the Administration. The agreement for the next three

years is for a salary increase of 7.5%, which is open for discussion if MAUT's current position among the U15 Research Intensive Universities slips.

Another initiative is to establish with CASC a working group involving MAUT and the Administration to develop a long-term strategy to keep McGill's academic staff salary rank position moving up in the U15 group. Other issues addressed included the changes to the PDF [Professional Development Fund] and clarification concerning the Academic Laptop Program

T. Hébert noted MAUT's representatives on CASC worked to establish a fair merit process whereby academics on parental leave will not lose out as it will be calculated on the previous two years of full employment. The Committee has been investigating how the merit exercise is conducted throughout the university, with the expectation of making the distribution fair and consistent. The Committee has also worked to correct salary anomalies for non-ranked CAS.

MURA

The discussions between MURA [McGill University Retirees' Association] and the MAUT-RS [Retirees' Section] are on-going with the intention to establish fair cost-sharing support and agreements on specific areas of responsibilities for the two Associations. MAUT has supported MURA's request for a position on the SBAC. [Staff Benefits Advisory Committee].

Going forward

T. Hébert spoke about future concerns including support for McGill researchers who would be seriously affected by the pay equity settlement for research assistants and changes in remuneration for postdoctoral fellows. MAUT's intention is both to address equity issues and preserve jobs.

T. Hébert spoke briefly about the complications with the A. Potter case and the questions that arose in discussing academic freedom for academics and academic freedom for academics who are also administrators. These questions have also been addressed unsatisfactorily in Senate. He emphasized there remain many unknown elements in this case and that A. Potter has not responded to requests for information or assistance from us. MAUT will host a Forum on Academic Freedom in the Fall 2017 Semester. An important item to address is the current *Statement of Academic Freedom*, and that it should have a more robust governance status.

R. Janda commented on MAUT's efforts concerning the A. Potter issues and asked about the Association's anticipated outcomes. At this point, there has been no clarity as to what happened following the article in Macleans and ensuing social media comments. To date there has been no response from either A. Potter or Principal Fortier. He noted that members are concerned about the application of the *Statement of Academic Freedom*: its application to academics and particularly to those with

administrative positions.

A. Deutsch commented that the issue is about freedom of speech, that people have charter rights, and the University should have no part in this. He commented this is not a classical academic freedom issue and A. Potter's rights should not have been violated. T. Hébert reiterated there are many unknowns.

J. Galaty noted that MAUT represents all academics and whether they are members or not is irrelevant. He noted that MAUT should follow up on the ramifications of Academic Freedom Issues and rights for all academics. T. Hébert emphasized that MAUT will continue to follow this issue and to develop actions that will protect academic freedom.

T. Hébert concluded his report and commented he is looking forward to working with MAUT's new President, A. Saroyan.

6a. SBAC Report

A. Shrier listed the members of the SBAC [Staff Benefits Advisory Committee]: E. Zorychta, N Acheson and A. Shrier]. Representatives from McGill's employee groups and the University Administration populate this Committee. The insurance plans remain self-financing and the cost of premiums depends on claims. Employees and the University split [50%] coverage of the premiums. He commented that benefit issues for new international hires are on CASC's radar.

He emphasized that employees who retire after May 31, 2016 will pay 70% of the premium for health coverage and 100% for dental coverage. All issues are scrutinized by an independent expert consultant and costs must be approved by the Board of Governors.

He noted modest increases for the year coming. The 2017 Health Care Plan premium was increased by 0.5% and the Dental Care Plan premium by 2.5%. Large claims (over \$75k per individual claimant) were covered by the LAP [Large Amount Pooling] Insurance Policy.

A. Shrier's report compared the Health and Dental Rates for Employees for the years: 2014, 2015, 2016 and 2017 for single and family coverage. E. Zorychta commented that any changes to the current plans must benefit all members and that the Committee is aware of increasing drug costs. T. Hébert thanked the representatives on the SBAC.

6b#1. Report from the VP Communications [G. Gore]

Social Media Update

G. Gore updated members on MAUT's Social Media Presence and the creation of a Facebook page and a Twitter account. MAUT members have become increasingly

engaged in these initiatives. To date, all on-line discussions have been timely, reasonable and respectful.

To increase visibility and awareness of MAUT's social media presence, links are on the website and in the bottom banner of MAUTFORUM messages. G. Gore proposed holding a session for academics on the use of social media. She thanked T. Hébert, D. Titone, and A. Miller-Nesbitt for their contributions to the Facebook page. She welcomed incoming VP Communications, N. Hall, who will take MAUT's media presence to a new level. She also noted that the MAUT Blog, an initial venture into social media, has been decommissioned since January 2017.

Website

Librarians on the MAUT Communications Committee [J. Aitkens, A. Miller-Nesbitt and G. Gore] manage the website content which includes the archives, Council Meeting Minutes, reports presented at the Spring and Fall General Meetings, current and past Newsletters, documents from previous workshops and information for members, including MAUT's Agreement with Kids & Company for family care.

MAUTFORUM ListServ

At this point, this remains a unidirectional mode of communications and the VP Communications can post messages on behalf of members.

MAUT Newsletter

There were two Newsletters [November 2016 and March 2017]. MAUT welcomes Newsletter articles from members. The March 2017 Newsletter publicized the survey results of academics' out-of-pocket expenses to subsidize research at McGill

Communications Committee

A subset of this Committee met to discuss the role of the Committee and the yet to be hired Membership Engagement Officer who will support communications including enhancements, changes, and uploads to the website and social media activities. T. Hébert thanked G. Gore.

6b#2. Report from the VP Internal [P. Rohrbach]

P. Rohrbach, VP Internal, is responsible for MAUT's participation in the internal affairs of the University. MAUT investigates issues that affect members and works to get resolutions. MAUT is involved in populating vacant positions on University Standing Committees and the Association is always looking for volunteers and their areas of expertise. Those interested are asked to contact P. Rohrbach.

MAUT's Protocol on Consultation means that we initiate, review and revise policies and

regulations that affect academics. These have included the Regulations Relating to the Employment of Tenure Track and Tenured Academic Staff, the Regulations on the Conduct of Research, the Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law, and the Regulations Relating to the Employment of Academic Staff.

P. Rohrbach thanked the MAUT members of these Working Groups. She also noted MAUT members forwarded recommendations and insisted on clarifications for academics' use of the University's Professional Development Fund and all eligible expenses. The yearly allotted amount has been increased to \$750.00 but can be carried over for one year only. The maximum total accumulated amount will remain at \$1,500.

6b#3. Report from the VP External [A. Van den Berg]

FQPPU

A. van den Berg reported on MAUT's interactions with the provincial association: FQPPU [Fédération Québécoise des Professeur(e)s et Professeurs d'Université]. There has been an increase in engagement with the Fédération with MAUT representatives serving on the following committees:

D. Guitton serves on the FQPPU *Executive Committee*. He also serves on Québec's *Commission de l'enseignement et de la recherche universitaires* of the *Conseil supérieur de l'éducation*.

B. Robaire serves on the FQPPU's *Comité sur la gestion des universités*.

A. Arnaert, N. Ponzoni, M-Hélène Boudrias and A. Cazes serve on FQPPU's *Comité sur les technologies numériques*.

He noted that McGill will be hosting the 85th Annual Conference of ACFAS [Association francophone pour le savoir]. FQPPU is organizing a two day colloquium on *Les transformations actuelles des universités*.

The SGPUM [Faculty Association of the Université de Montréal] will be rejoining the FQPPU. The addition of another research-intensive university will strengthen McGill's position within the provincial association.

The FQPPU publishes a frequent press digest of provincial, national and international news in French and English on issues of postsecondary education and research, accessible at: <http://fqppu.org/revue-de-presse/>

CAUT

A. van den Berg reported that the labour dispute which forced the cancellation of CAUT [Canadian Association of University Teachers] conferences has been resolved. The 82nd CAUT Council meeting will take place in May 2017. Three MAUT delegates will attend.

B. Gillon will serve as MAUT's representative on the CAUT Academic Freedom and Tenure Committee.

P. Rohrbach has been nominated for CAUT's Equity Committee

T. Mawhinney has been nominated for CAUT's Librarians' and Archivists' Committee

C. Riches has been nominated for its Contract Academic Staff Committee

Leslie K. Fellows has been nominated for its Clinical Faculty Committee.

He thanked **C. Lu** for her work on modifying the proposed University's Travel Management Program [TMP] for the benefit of McGill's academics. Thanks in part to her efforts, the TMP has been adapted to facilitate academics' needs and satisfy their concerns.

At this point [12:55 pm], Past-President T. Hébert left the meeting and A. Saroyan, MAUT President, assumed the Chair.

6b#4. Report from the VP Finance [K. Hastings]

K. Hastings introduced the discussion topic: the proposal to reduce the membership dues from the current .65% of salary to 0.58%. He provided some history. The dues for many years were at 5.5% and in FY2004 were reduced to 0.50%. In 2015, to recover the costs resulting from a major legal case, the dues were raised to 0.65%. The total cost for this legal case was \$600,000, half of which was paid by CAUT. This transient increase to 0.65% was expected to cover costs and restore MAUT's depleted accumulated funds back to a level of \$600,000.

With the 0.65% dues, MAUT has accumulated annual reserves of \$95,000. In FY2015, MAUT's reserve was approximately \$642,000 and in FY2016, it was \$712,909.

At the January 2017 meeting, MAUT Council

"gives preliminary approval for a decrease in the membership dues mil rate for full members from the current 6.5 (i.e. 0.65% of salary) to 5.8 (i.e. 0.58% of salary) to take effect September 2017.

This preliminary approval by Council will be presented at the upcoming Spring General meeting for discussion and will then come back to Council in May 2017 for final approval."

Update: Following the discussion at this SGM, the motion was approved at the May 2017 Council meeting and the reduction in MAUT dues to 0.58% took effect in September 2017. K. Hastings then presented a three-year scenario of accumulated reserves.

These figures were based on the reduction in members' dues and the hiring of a Membership Engagement Officer [MEO]. He noted a reduction in the accumulated reserve but the expectation is the MEO will significantly increase membership and the additional salary will be covered by increased members' dues. He estimated that if the MEO is able to increase MAUT membership by approximately 150 members, which

seems a feasible goal, the position would pay for itself.

Members made the following comments which will be brought to the May 2017 Council meeting:

Q: [E-M Quintin] What if the Potter case comes to MAUT?

A: There is always a potential issue of defending a non-member academic but this would be a decision for the membership as it involves spending MAUT's reserves.

Q: [G. Tannenbaum] What did MAUT learn from the previous legal case that cost a total of \$600,000?

A: MAUT lost the case. We learned that we should work on revising the Regulations Relating to the Employment of Academic Staff so that the conditions that led to this course of events could be avoided in the future. For example, there should be an appeal process for dismissal. Discussions on revisions to these Regulations is currently underway and we are hopeful that, with the revisions we propose, there will be sufficient avenues to avoid a recurrence of the situation.

Q: [J. Galaty] The previous legal case was not discussed in an open forum, due to confidentiality issues involving research and financial aspects, and did not come to the membership. He proposed waiting to see how the present situation develops and inquired how the current regulations can be implemented so that MAUT could forego costs.

A: K. Hastings urged caution in comparing the two cases.

Q: [E. Zorychta] E. Zorychta noted McGill's Research Misconduct Policies have been revised and that CAUT also has model clauses. She also recommended the hiring of the MEO on a contractual basis and that success should be monitored and recruiting results reported. She recommended keeping the current mil rate [0.65%] and reviewing MAUT's finances in a year's time.

A: K. Hastings commented on the job description for the MEO and the current daunting workload of the Administrative Officer. There is a probationary period and Council will review the position.

Q: [N. Acheson] N. Acheson noted the possibility of entering into a period of inflation and if a legal case were to happen, the costs would be higher. He noted the reduction in members' dues is symbolically, rather than financially, significant.

A: A. Van den Berg [President-Elect] commented on MAUT's prudence as it examines the current financial situation and anticipates future circumstances. He remarked the current amount of accumulated reserve could be reduced depending on members' needs. Again, if necessary, there is the possibility of raising dues to cover costs. He commented on MAUT's conservative approach and recommended the dues reduction.

K. Hastings asked members to forward their comments to H. Kerwin-Borrelli at

maut@mcgill.ca and they will be brought to Council.

6b#5. Report from President-Elect [A. Saroyan]

A. Saroyan reported on the scope of activities during the past year which included:

- Active engagement in the revision of regulations concerning:
 - Merit distribution during maternity/paternity/parental leaves
 - Travel policy as applied to librarians
 - Policy Against Sexual Violence and Policy on Harassment, Sexual Harassment and Discrimination According to Law
 - Policy on the Conduct of Research
 - Regulations Relating to the Employment of Academic Staff
 - CAS issues
 - Pay Equity for Research Assistants – the negotiations are on-going and PIs have been requested to send their concerns directly to the Provost
 - Academic Freedom Issues – reviewing the merit of the current McGill Statement on Academic Freedom

- A Working Group to develop a transparent process in the Selection of Deans

- Scrutiny, follow-up and actions leading to the retraction of policies made with no consultation:
 - Professional Development Fund – making the changes to the PDF beneficial and clear for academics

- Ensuring representation on advisory committees:
 - Advisory Committee for the Possible Reappointment of the Principal and Vice- Chancellor
 - Provost's Budget Town Hall Meeting
 - HR Cyclical review
 - Committee to Develop Guidelines for a Service Portfolio

A. Saroyan also noted the work of Committee members on clarifying insurance coverage issues for international hires who have retained their non-residency status on work-related travel exceeding 30 days, explained MAUT's advising role and the implementation of a regular systematic review of the advising process.

She noted that as President of MAUT, she will pay particular attention to monitor and provide measures for the benefit of all members in order to accommodate both common and different needs. MAUT's position is to be reactive, proactive, and attentive to members' issues, to propose new regulations and to play a role in improving current ones. Other agenda items on MAUT's radar are mentoring for junior colleagues and improving the percentage of female academics applying for Full Professor and Librarian.

MAUT is sensitive to Insurance issues and has proposed investigating what other providers can offer. Concerning academics' salaries, MAUT, through CASC, continues

to advocate for McGill salaries comparable to those in the U15. A small advisory group within the CASC [Administration and MAUT members] is to be created to work on long-range plans.

A. Saroyan commented that information on McGill's website concerning pensions must be updated. She thanked T. Hébert for his efforts and energy to resolve issues that arose and maintain a collegial environment.

M. Richard commented the current Academic Freedom *Statement* has no status. At McGill there are Regulations, Policies, Procedures and Guidelines. The current *Statement* needs upgrading to another level. A. Saroyan thanked M. Richard for this advice.

J. Mac Master asked whether the dues decrease was a motion. It was a discussion, not a motion.

6c. Report from Chair, Librarians' Section [J. Boruff]

J. Boruff referred to her complete report on the MAUT website. Some of the goals for this year include an investigation of the mechanism of support for librarians taking sabbatic leaves and to improve the mission of Library Council.

Also mentioned was the work done by the committee to inform the Dean on the task of writing the full librarian guidelines for McGill.

J. Boruff commented on the work done in MAUT-LS Executive's monthly meetings that address members' concerns, also in quarterly meetings with the Dean of Libraries and information about MAUT and CAUT activities. There is a Newsletter sent to update members with summaries on MAUT and LS meetings. The Professional Issues Committee [PIC] re-ran a survey on the research culture of librarians at McGill. The rank of Assistant Librarian was mentioned in the Pay Equity legislation and this situation is being monitored. J. Boruff thanked members for their support and participation. The Librarians' Spring General meeting will take place on May 3rd, 2017.

6d. Report from Chair, Membership Committee [S. Algieri]

This report was posted on the MAUT website and referred to throughout the meeting.

6e. Report from the Chair, Retires' Section and MURA

K. GowriSankaran, Chair, MAUT-RS, referred to his published report. He commented on the popular bridge program at the Faculty Club. There was a successful MAUT-MURA luncheon with guest speaker Prof. H. Waller whose talk was on the *Impending Presidential Election in the US*. Plans are in the works for a spring luncheon and another at Tadjia Hall on the Macdonald Campus.

Discussions concerning the MAUT-RS and MURA Memorandum of Understanding [MOU] are on-going.

6f. Report from J. Varga, Legal and Professional Officer on Advising

J. Varga reported there are over 150 requests for advice, guidance and support ranging from access to information to tenure questions. There are over 15 formal cases concerning issues from appeals to addressing grievances.

There is on-going renewal and training of Advisors. The Legal Officer reports to the President, President-Elect and Past-President concerning the advising process. At the annual Workshop on MAUT's Guide to the Univers(ity), there was a presentation of grievance and disciplinary procedures. The advising web link on the MAUT website is: <http://www.mcgill.ca/maut/about-us/advising>

J. Varga presented an advising overview of the process involving the MAUT member, the Advisor and the Legal and Professional Officer.

7. Open Discussion Item: "Death by Forms"

Prior to the SGM, a ListServ request was sent to members asking them to forward to: alenoush.saroyan@mcgill.ca up to three examples of clerical and administrative tasks that have been downloaded and which take time away from main academic duties, the possibility of engaging in committee work and service to the University. These compiled responses were used as the basis for the open discussion/interactive session. A. Saroyan also asked members to forward their suggestions on ways to move forward.

A. Saroyan began with a survey of the attending members.

Participants responded to questions concerning:

- Their status/rank
- Their gender
- Their faculty affiliation
- The hours per week spent on work
- Time per week spent on work-related tasks other than teaching and research
- Time spent on other tasks considered administrative [e.g. expense reports, ordering equipment, etc.]

- Examples forwarded by colleagues include:
 - Filling out forms
 - Issues with ordering supplies – follow up with Accounting and vendors
 - Establishing course credit equivalency > 100 requests

- Tasks downloaded from GPS: progress tracking forms, nomination process for external examiners, examination of doctoral theses ...

Participants reviewed data from source documents:

- Hours Worked by Academic Rank [Falherty, C. (April 2014) Inside Higher Education]
- Percentage distribution of full-time faculty working hours and selected instructional activities [National Centre for Educational Statistics – 2015 tables]

R. Sieber commented on the downloading of these administrative tasks that were previously done by staff and the subsequent time taken away from research and teaching by academics who had to take on these challenges. New tasks are being added to already full workloads. She commented on time spent producing annual reports and the increased process involved in the nomination of external examiners. She noted these issues must be pursued with the Administration as more is being asked of academics but with cuts to administrative support staff, there is no support provided.

E-M Quintin commented on the follow up required by Accounts/Payable per purchase and the fact that many PCards have been either cancelled or not renewed. Academics are left to figure out procedures on Minerva, how to correct their mistakes on submitted forms, and electronic signatures are no longer accepted.

A. van den Berg noted particular areas of concern: the time spent on filling out forms that are often unnecessarily cumbersome and which could be streamlined. He noted that MAUT will compile a repository of complaints and request justification for these extra duties. The focus will be on what it would take [e.g. increased support staff] to streamline these processes and work efficiently. This database of complaints will be addressed with the Administration.

A. Saroyan thanked members and invited them to continue these conversations over cocktails.

8. Adjournment

A. Saroyan called for a motion to adjourn. R. Sieber mover to adjourn the SGM. Seconded by D. Lowther. Approved unanimously. The meeting adjourned at 2:00 pm.

9. Cocktails

Respectfully submitted,

Honore Kerwin-Borrelli
MAUT Administrative Officer