

WELCOME



Tuesday, November 7, 2017

PROGRAM

11:30 am Registration

11:35 - 11:40 Welcoming Comments: Stefano Algeri, Chair, MAUT Membership Committee

Part I - The University: People and Processes

11:40 - 11:50 MAUT: Structure and Function

Terry Hébert, Past-President

11:50 - 12:00 University Governance Structures

Marc Richard, MAUT Council

12:00 - 12:10 Grievance and Disciplinary Procedures

Joseph Varga, Professional & Legal Officer

12:10 - 12:20 Campus Community

Ken Hastings, Vice-President, Finance

12:20 - 12:30 Question Period I

12:30 - 12:50 Lunch Buffet

PART II - Your Life and Academic Career at McGill

12:50 - 1:00 Tenure

Alenoush Saroyan, President

1:00 - 1:10 Salaries and Benefits

Al Shrier, MAUT Member, SBAC

1:10 - 1:20 Contract Academic Staff

Caroline Riches, MAUT Council

1:20 - 1:30 Recent/Current Academic Life Issues

Alenoush Saroyan, President

1:30 - 1:50 Question Period II and Discussion

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



Jo-Anne
Watier-
Membership
Engagement
Officer

The Executive

Alenoush Saroyan- President

Terry Hébert- Past president



Axel Van den Berg-
President Elect



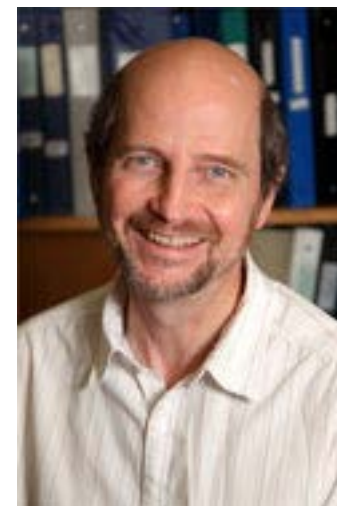
The Executive



Janine Mauzeroll- VP External



Petra Rohrbach VP Internal



Ken Hastings- VP Finance



Nathan Hall- VP Communications

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 caucus

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)*

Group Strength & Membership

- **Current membership ~ 1135**
- **0.58% of annual salary- just dropped from 0.65%**
- **Free one-year membership when one joins**
- **Membership can be:**
 - Full
 - Associate
 - Retired

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

Jo-Anne Watier

Email: jo-anne.watier@mail.mcgill.ca

514 398-5485

What have we done recently?

- **Worked toward >5% salary increase for each of 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 continued**
- **The pay equity settlement for research assistants and its consequences**
- **More open and collegial selection of Deans**
- **Conduct of Research Policies**

University Governance Structures

MAUT's Guide to the Univers(ity)

November 7, 2017

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?

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- 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
Charter
(1852)



Statutes
(1972)



Quebec
Legislation
(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...**

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You Can Be Elected to...**

The Board of Governors

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The Board of Governors

2 / 25 members are representatives of the
academic staff

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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

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57 / 111 members are representatives of
the academic staff

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- Faculty / Library representatives

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

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**As an Academic Staff Member,
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Several types of University-level committees

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- **Committees of Senate**

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- **Committees of Senate**
- **Committees Arising from Regulations**

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- **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



Senate

Committees of Senate

[Senate Standing Committees](#)

[Committees Arising from University Regulations](#)

[Ad Hoc Committees](#)

[Joint Board-Senate Committee on Equity](#)



Secretariat

Advisory Committees

Dean of the Faculty of
Dentistry

Deputy Provost (Student Life
and Learning)

Dean of the Faculty of
Engineering

Vice-Principal (University
Advancement)

Dean of the School of
Continuing Studies

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

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To signal your interest in serving, contact (in most cases) a member of the Senate Nominating Committee

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For certain joint nominations, contact MAUT

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

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

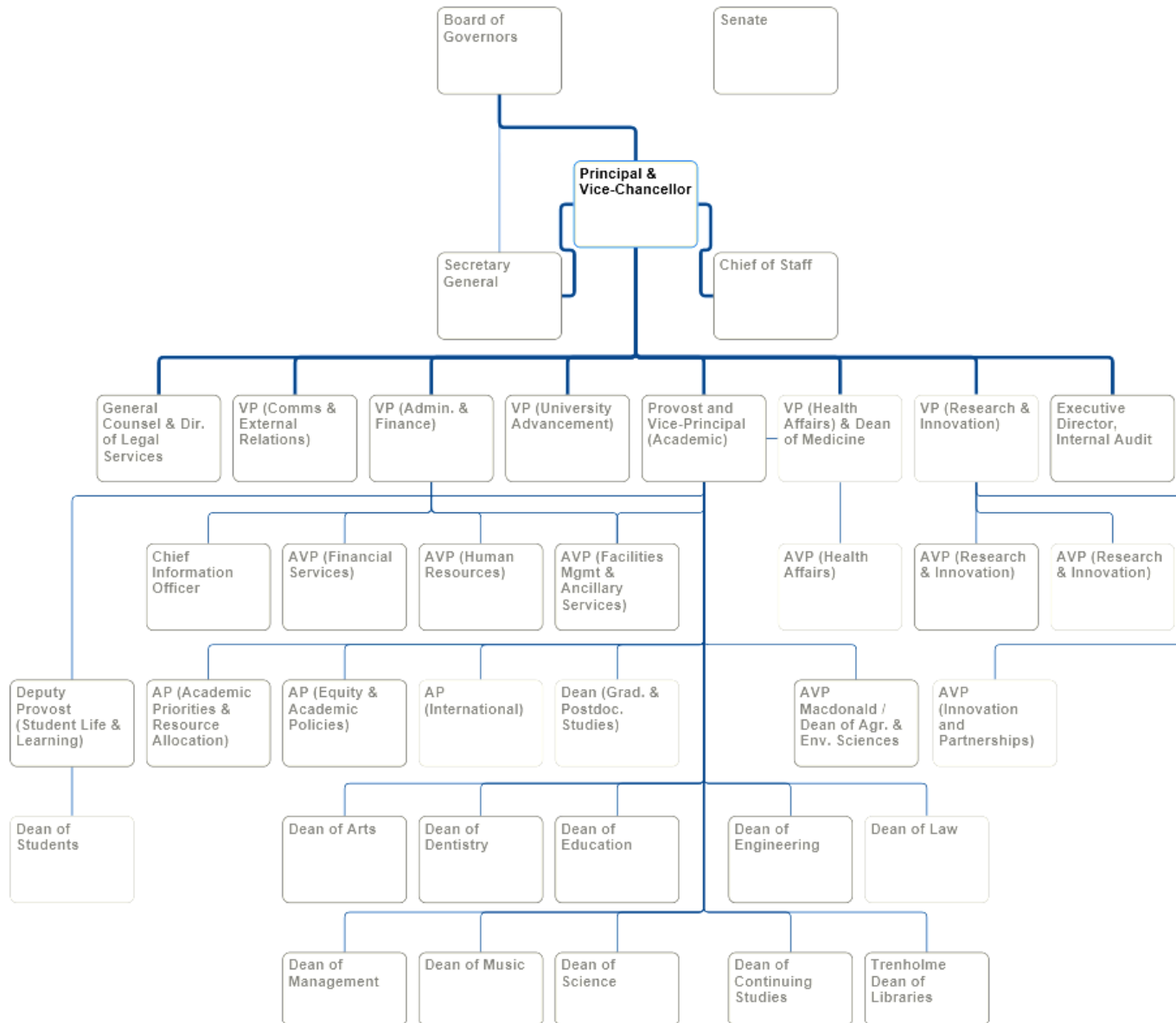
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- Many regulations, policies and processes require you to interact formally with various members of McGill's governance structure at various points in your career (example: submitting a tenure dossier to the Secretary-General)
- Understanding who does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

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



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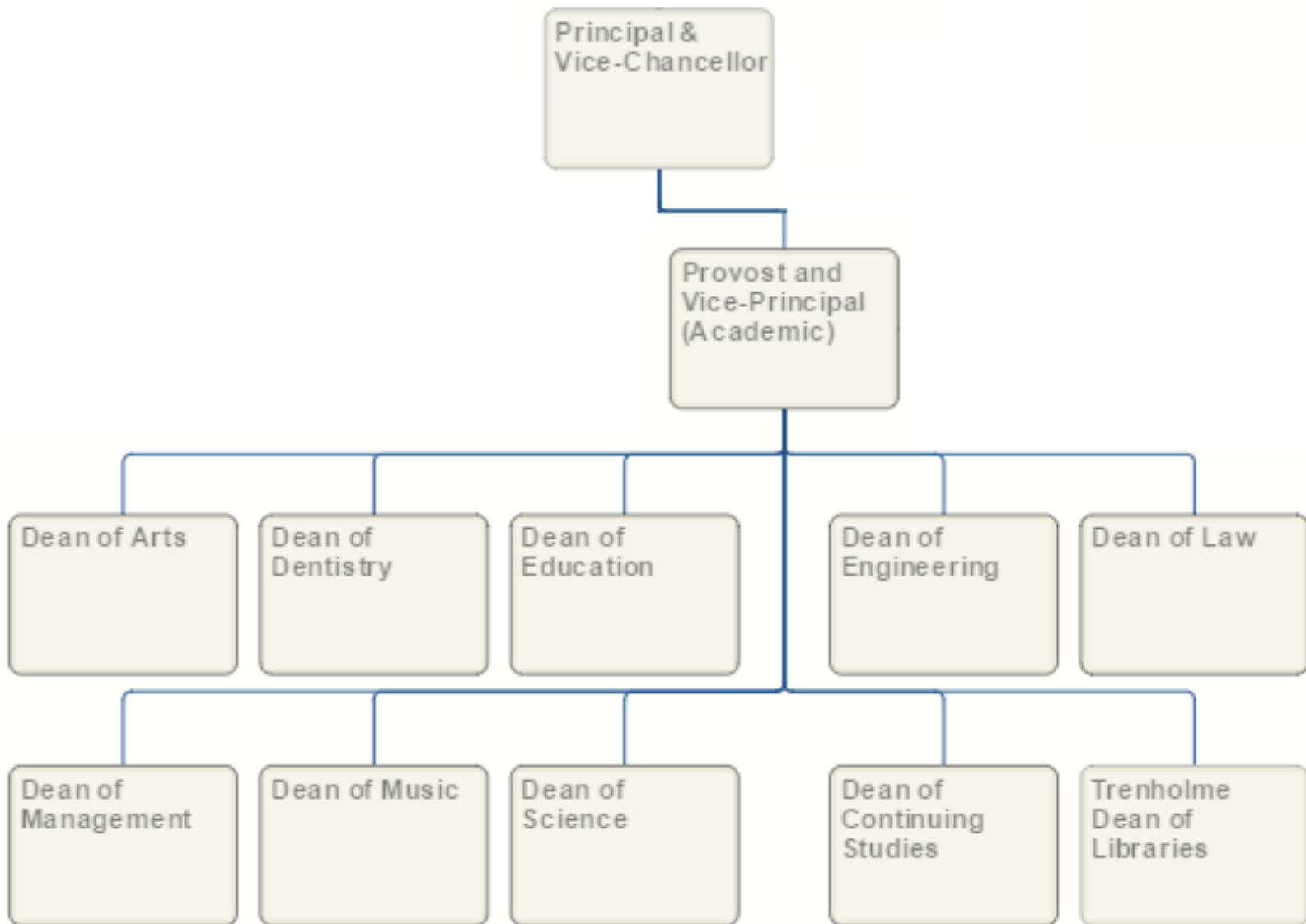


Edyta Rogoswka
Secretary-General

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)

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www.mcgill.ca/secretariat/policies-and-regulations

List of Policies/Regulations Approved by Governing Bodies (Board of Governors and/or Senate):

A

-  [Animals, Policy on the Study and Care of](#)
-  [Anti-Doping Policy](#)
-  [Appeals of Tenure Decisions, Regulations on](#) ( [French Version](#))
-  [Archives - Terms of Reference](#)

B

-  [Board of Governors Rules of Order and Procedure](#)
-  [Born-Digital Record as the Official Record](#)

C



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**

www.mcgill.ca/senate/senate-2017-2018/senate-calendar-business



SENATE 2017-2018
Calendar of Business

Governance Body	Item of Business	Action	Governance Body Meeting Date
Senate	Report of the Senate Steering Committee	For approval	September 19, 2017
Senate	Report of the Nominating Committee	For approval	September 19, 2017
Senate	Appointment of Harassment Assessors under the <i>Policy on Harassment, Sexual Harassment and Discrimination Prohibited by Law</i>	For approval	September 19, 2017
Senate	Academic Policies: Proposed Revisions to the <i>Regulations Relating to the Employment of Contract Academic Staff</i> Proposed Revisions to the <i>Regulations on Retirement of Academic Staff</i> New <i>Regulations Relating to Visiting Academic Appointments</i>	For information	September 19, 2017

Senate

Proposed Revisions to the *Regulation on the*

www.mcgill.ca/senate/senate-2017-2018/senate-documents

McGill.CA / SENATE / Senate 2017-2018 / Senate Documents

Questions and Motions

Senate Calendar of Business

∨ Senate Documents

September 19, 2017

October 25, 2017

November 23, 2017

December 6, 2017

January 17, 2018

February 21, 2018

March 28, 2018

April 19, 2018

May 16, 2018

Senate Orientation

September 19, 2017

-  [Senate Agenda \(September 19, 2017\)](#)
-  [Report of the Senate Steering Committee \(17-18:01\)](#)
-  [D17-01 Report of the Senate Nominating Committee](#)
-  [D17-02 Appointment of Assessors under the Policy on Harassment, Sexual Harassment Prohibited by Law](#)
-  [D17-03 Report of the Provost's Task Force on Indigenous Studies and Indigenous](#)
-  [D17-04 Academic Policies](#)
-  [D17-05 Progress Report on Sustainability Initiatives at McGill](#)
-  [D17-06 Annual Report on the Policy on Harassment, Sexual Harassment and Disc](#)
-  [D17-07 Annual Report of the Committee on Student Services \(2016-17\)](#)
-  [D17-08 Annual Report of the Joint Board-Senate Committee on Equity \(2016-17\)](#)

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)

November 7, 2017

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

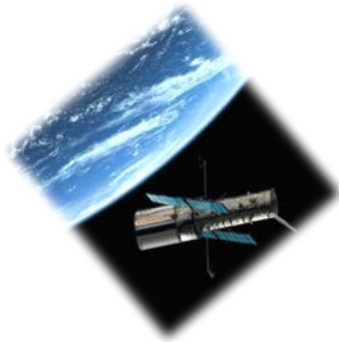


Prepared and Presented by Joseph Varga, MAUT-Professional and Legal Officer



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

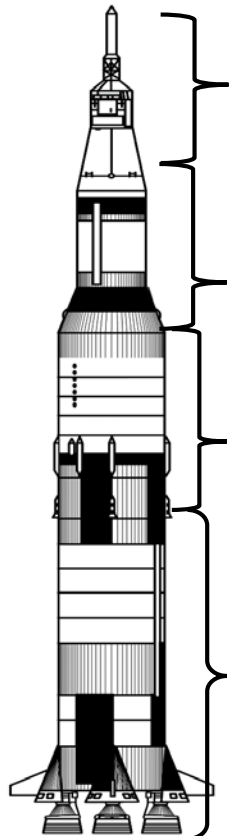


Academic Personnel Office: <http://www.mcgill.ca/apo/academic-staff> Academic Salary Policies

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))

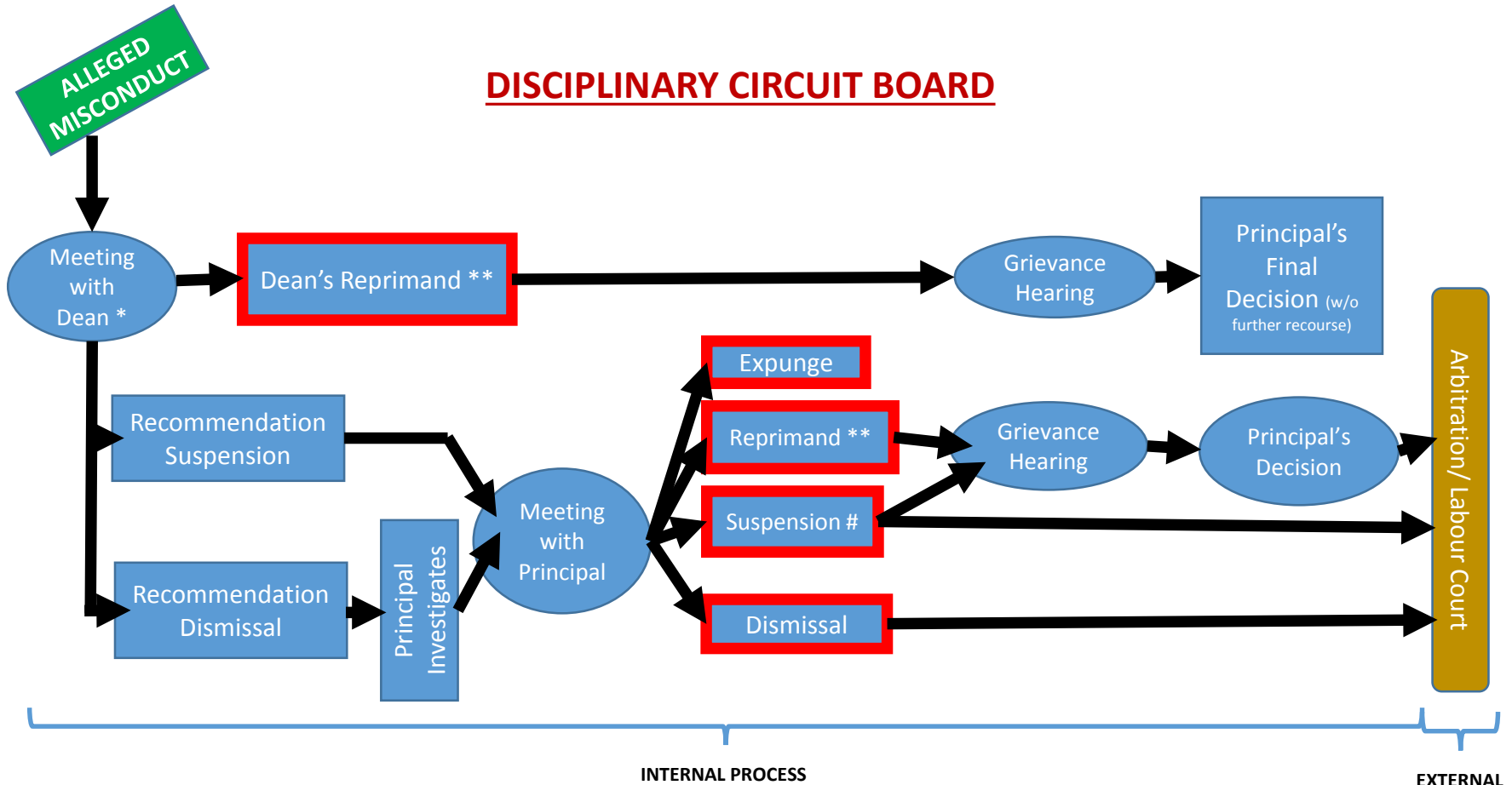
Notes:

- 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

DISCIPLINARY CIRCUIT BOARD



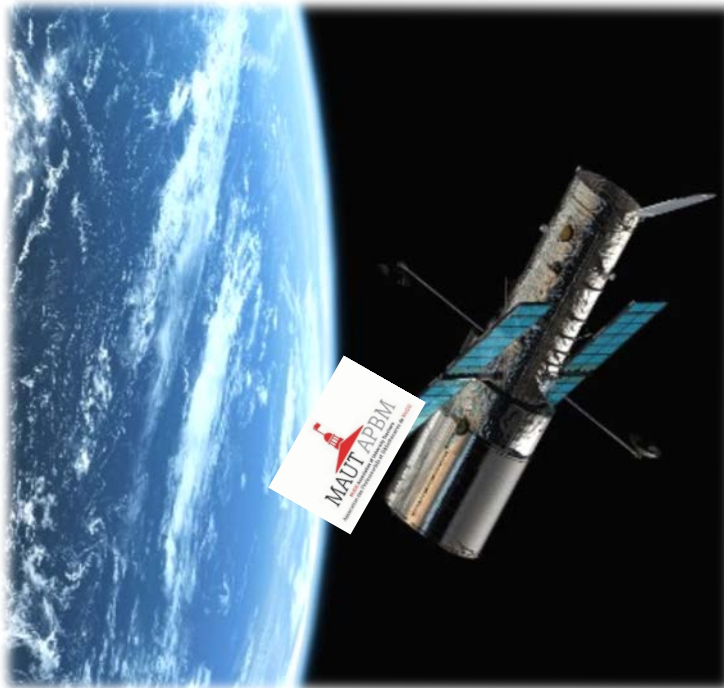
Notes:

- * 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.

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

MAUT's Guide to the Univers(ity)

November 7 2017

Ken Hastings
MAUT VP Finance

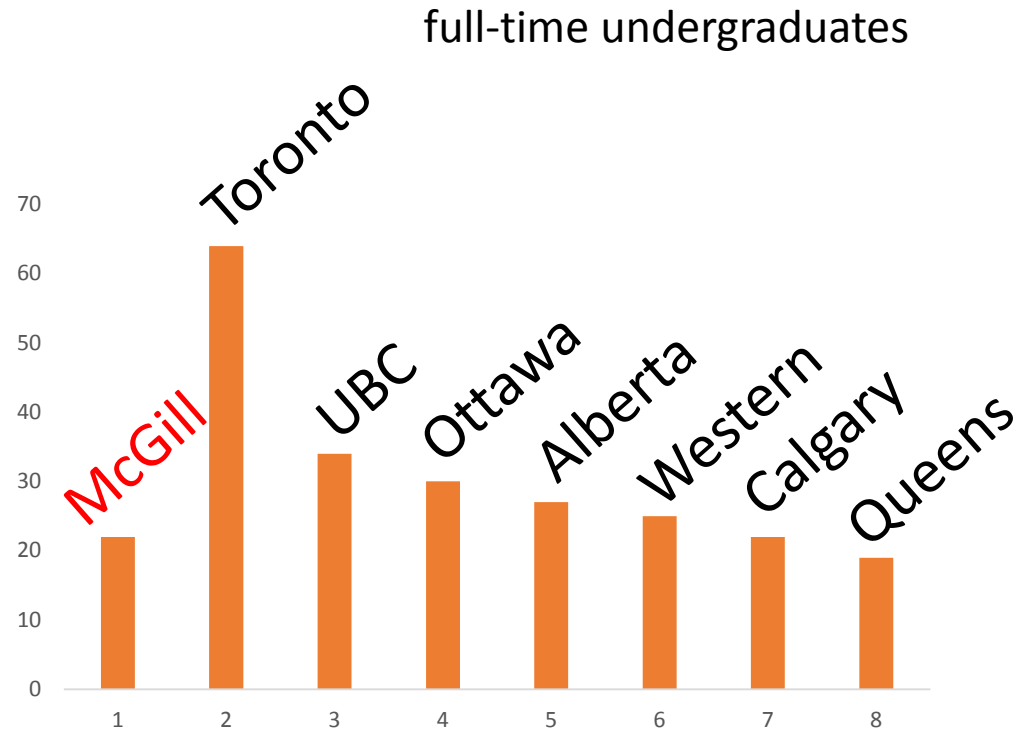
Who are all these people? The McGill Community



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	



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 (Course Lecturers)	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

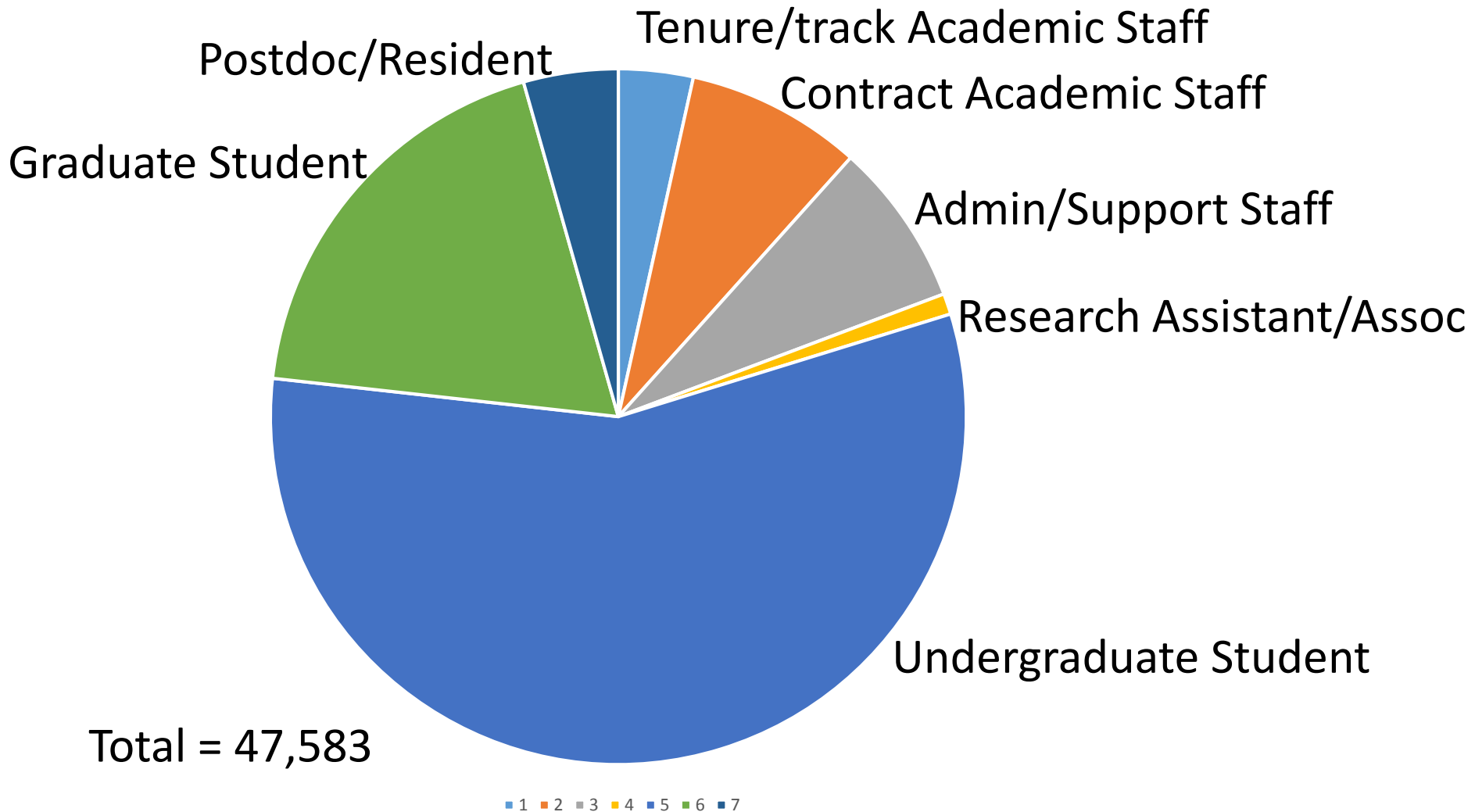
Other 114

Total 3,462



Research Assistants/Associates 462

McGill Campus Community



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

Casual employees (often students)

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 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





MAUT's Guide to the Univers(ity) TENURE

Alenoush Saroyan

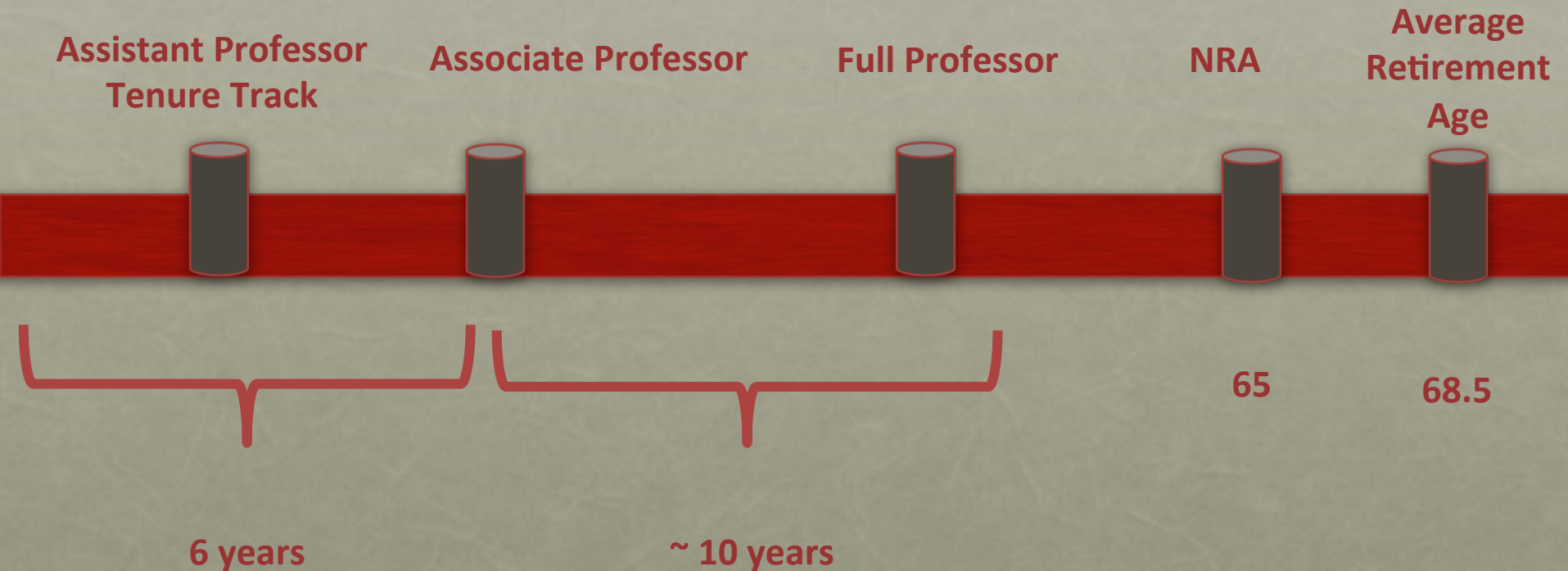
November 2017

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.



Preparing for Tenure

- Sources of reference
 - Letter from Chair/Dean/Director issued in the first 60 days of appointment
 - Reappointment letter
 - Regulations
 - <https://www.mcgill.ca/secretariat/files/secretariat/2011sep27academic-staff-regs-relating-to-employment-of.pdf>
 - https://www.mcgill.ca/secretariat/files/secretariat/employment_of_librarian_staff_regs_relating_to_the.pdf
 - Secretariat
 - <https://www.mcgill.ca/secretariat/tenure-promotion/information-tenure>
 - TLS (for teaching portfolio)
 - MAUT's Tenure Workshop (20 April 2018)

Preparing for Tenure

- **When to start?**



- **What to pay attention to?**

- **Teaching**

Appendix A– Regulations Relating to the Employment of Academic Staff

- **Research**

Appendix B– Regulations Relating to the Employment of Academic Staff

- **Service**

- Currently being developed

Preparing for Tenure

- How to go about it?
 - Find mentors
 - Ask to see what others have done
 - Keep everything from day 1



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



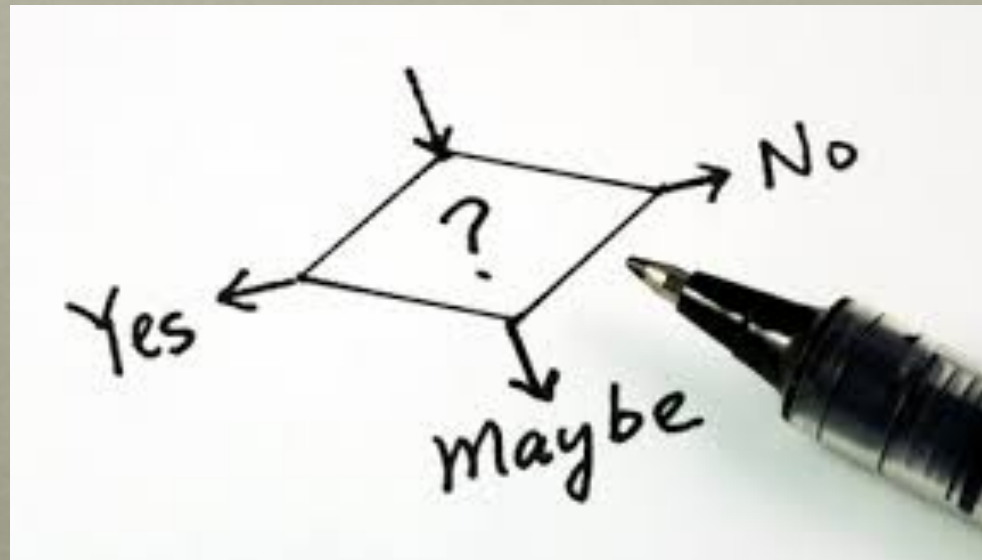
???

Prioritizing



**Do First
What's
Due
First?**

Prioritizing



Work Life Balance



<http://www.mcgillathletics.ca/sports/2012/10/31/1031123936.aspx>

ONLY \$17.40

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

<https://www.morganarboretum.org/activities.html>

<https://www.mcgill.ca/gault/>

<http://www.mcgill.ca/hr/benefits/eap>

Connect with MAUT and Your Community



MAUT Guide to The University

Salaries and Benefits

Al Shrier

McGill Board of Governors



Human Resources Committee McGill Board of Governors



Provost



CASC

Committee on Academic Staff Compensation

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**

Alenoush Saroyan, Terry Hebert, Axel Van den berg,
Ken Hastings, Catherine Lu, and Jacques Hurtubise

Resource persons

- **1-2 MAUT Advisors**
- Associate Vice-Principal (Human Resources) ; Director,
Total Compensation

Advisor: Joseph Varga

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:

FY2018	3.0%	(0.75% ATB and 2.25% merit)
FY2019	2.5%	(0.75% ATB and 1.75% merit)
FY2020	2.0%	(TBD)

2) Pension

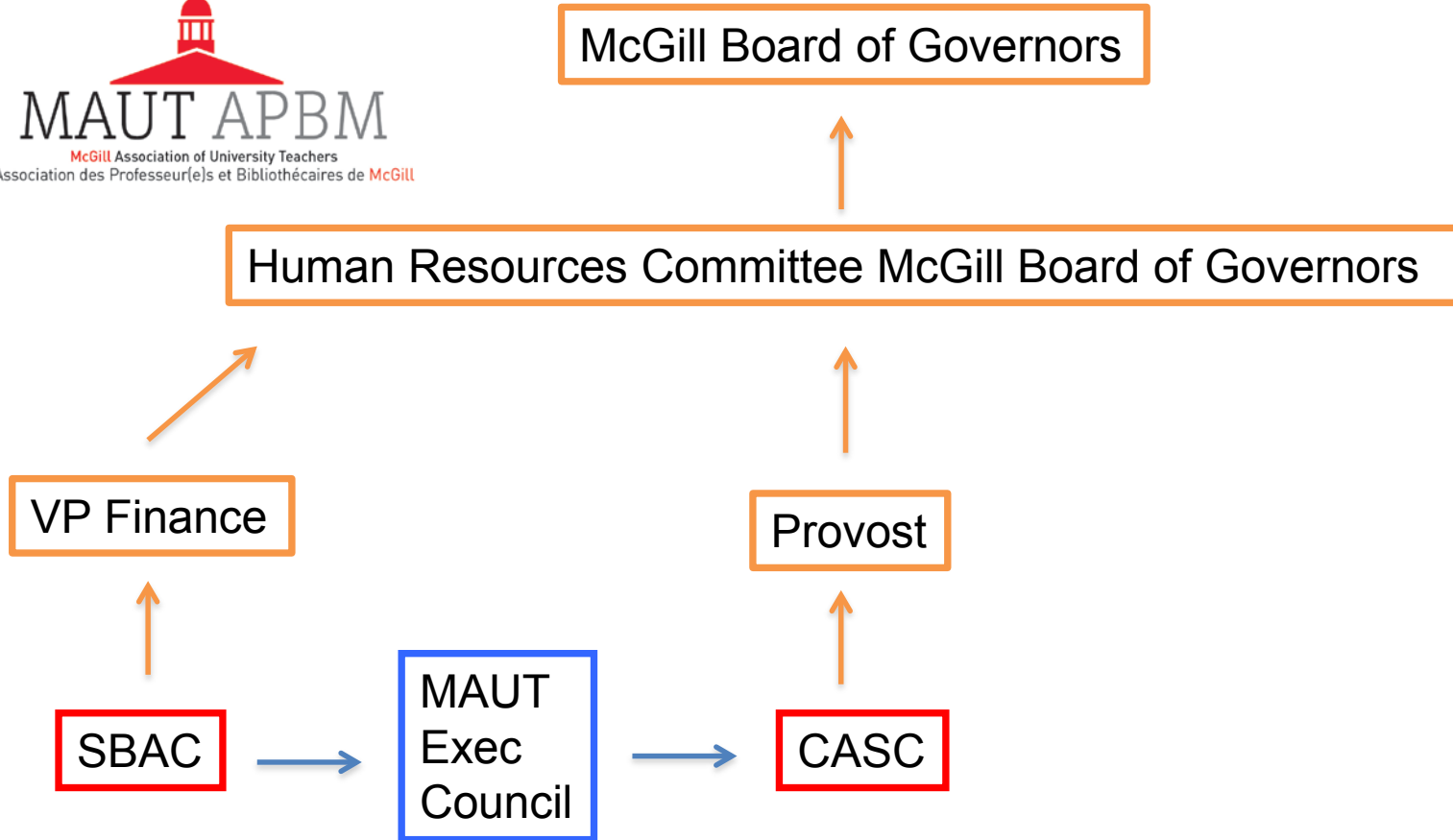
Review and deliberate any changes to the MUPP

MUPP includes all McGill employees, not just academics

Defined contribution plan since 2009 – includes university contribution

You choose the investment option

At retirement you do not receive a monthly cheque rather a lump sum of money you have to manage (annuity, RRIF or LIF).



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
- One representative of MURA
- **Three representatives of MAUT**
- Two representatives of the University Administration
- A Chairperson (Morty Yalofsky)
- A non-voting Secretary to take minutes of the meetings
- 2 consultants from Willis Towers Watson

MAUT SBAC Representatives:

Edith Zorychta, Thomas Duchaine, 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

Short and Long Term Disability

STD- First 6 months 100% salary

LTD - 60% first \$3000 and 45% balance of monthly earnings up to \$5,325
-until retirement or age 65

1. Health Care

Two components: 1) Projected loss ratio; 2) Large Amount Pooling (LAP).
The overall increase in the Health Care Premium for 2018 will be 2.5%.

Dental Care

The overall increase in the Dental Plan for 2018 will be 0.3%.

Year	Supplemental Health		Dental	
	Single	Family	Single	Family
2017	\$21.84	\$43.04	\$11.37	\$25.43
2018	\$22.40	\$44.13	\$11.40	\$25.50

2. Long Term Disability

-\$0.901/\$100 of monthly earnings

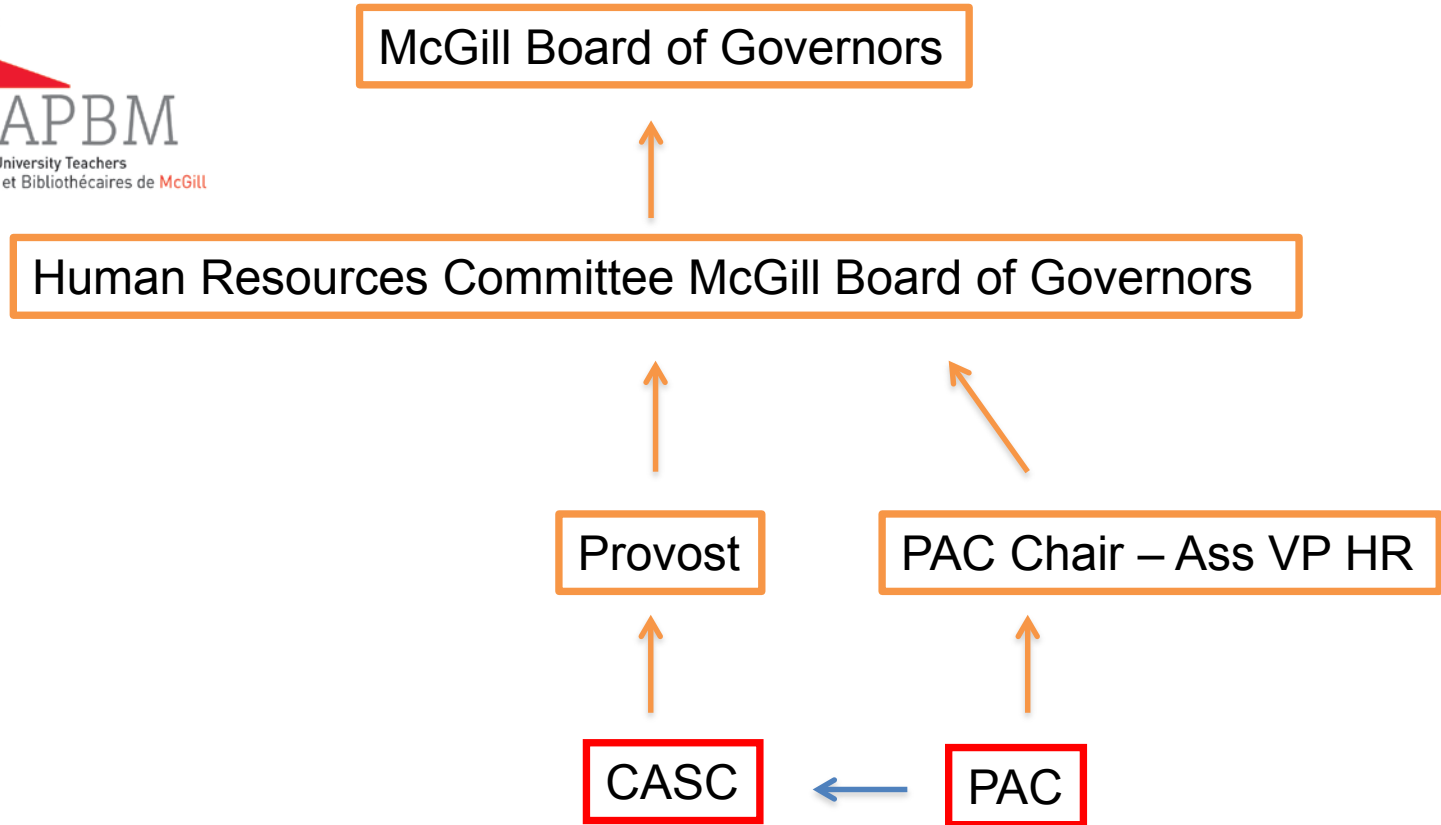
-10% increase in rates January 2018.

Annual Salary	Current bi-weekly rate	January 2018 rate
\$ 30,000	\$10.40	\$11.43
\$ 60,000	\$20.79	\$22.87
\$100,000	\$34.65	\$38.12

3. Optional Life Insurance

15% increase in rates January 2018.

For example, someone 50 years old taking \$100,000 of optional insurance the cost would increase from \$9.30/month to \$10.70/month.



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

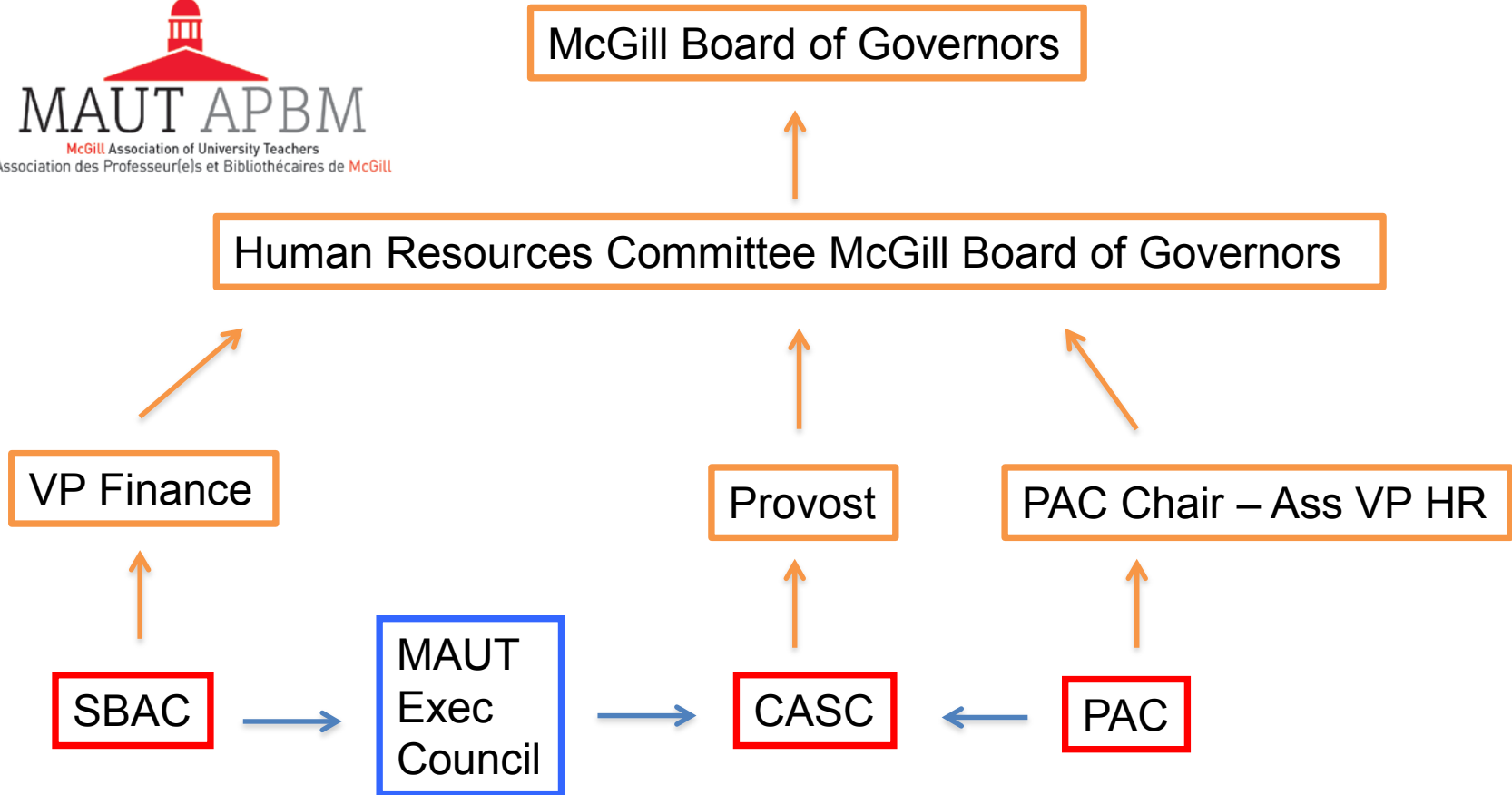
MAUT PAC Members:

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





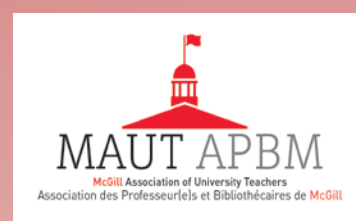
MAUT's Guide to the Univers(ity)

CONTRACT ACADEMIC STAFF (CAS)

7 November 2017



CONTRACT ACADEMIC STAFF



Non-tenured academic staff

- **Ranked or unranked classifications**
- **Full-time or Part-time**
- **Definite or indefinite term appointment**



CONTRACT ACADEMIC STAFF

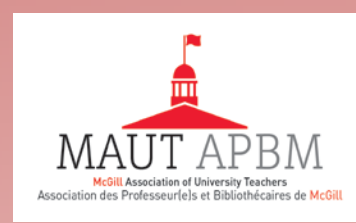
Ranked Classifications



- **FACULTY LECTURER**
 - Primarily teaching responsibilities
- **SENIOR FACULTY LECTURER**
 - Primarily teaching responsibilities
- **ASSISTANT PROFESSOR**
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean
- **ASSOCIATE PROFESSOR**
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean
- **PROFESSOR (CAS)**
 - Meet appropriate criteria of rank
 - Academic Duties assigned by chair/dean



CONTRACT ACADEMIC STAFF



Ranked

- Positions must be advertised. Salaried or nil salary.
- Same minimum qualifications as TT staff
- Not eligible for tenure – but may apply and must be considered in the same manner as other applicants

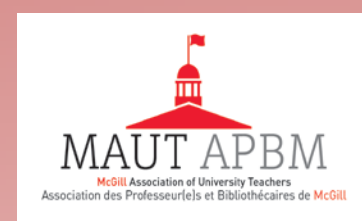
Academic Duties

- 2 of 3 Academic Duties (teaching, research, service) designated at time of appointment (OLA)
- Assistant Professor, Associate Professor, Professor (CAS)
 - Further designated by one or more descriptor: Clinical, Professional, Teaching, Research, Academic Administration
- Faculty Lecturers, Senior Faculty Lecturers
 - May have further designations



Contract Academic Staff *Ranked*

Definite – indefinite terms



Definite term appointments

- Initial appointments - terms of one, two or three years (except if appointed to professor – indefinite term)
- Reappointment – 6 month to less than 4 years

Indefinite term appointments

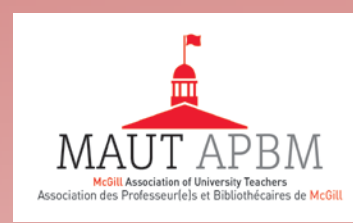
- Continuously employed in same faculty for 6 years – appointed to indefinite Term

Notice and severance depending of length of service (and certain other conditions).



CONTRACT ACADEMIC STAFF

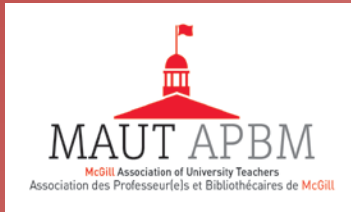
Promotion in Ranks



- **FACULTY LECTURER to SENIOR FACULTY LECTURER**
 - May apply for promotion to Senior FL after 6 years of continuous employment in same department - indefinite term
 - *Faculty Lecturer exceptionally may apply for promotion to Assistant Prof*
- **ASSISTANT PROFESSOR to ASSOCIATE PROFESSOR**
 - May apply for promotion to Associate Prof after 6 years of continuous employment in same department - indefinite term
- **ASSOCIATE PROFESSOR to PROFESSOR (CAS)**
 - May apply for promotion to Professor after 10 years of continuous employment in same department



Annual performance review



CONTRACT ACADEMIC STAFF

Unranked Classifications

- **ACADEMIC ASSOCIATE or SENIOR ACADEMIC ASSOCIATE**
 - Academic sector, professional capacity, engaged in teaching, research and/or other academic duties.
- **AFFILIATE MEMBER**
 - Holds appointment external to university, participates in academic activities of unit in university
- **ASSOCIATE MEMBER**
 - Holds appointment in university, participates in academic activities of another unit in university
- **PROFESSOR OF PRACTICE**
 - Professional, business, government leader, engaged in research or teaching in department or faculty
- **ADJUNCT PROFESSOR**
 - Employed by gov't, industry, profession, other university, engaged in research or teaching in department or faculty

Not eligible for tenure – but may apply and must be considered in the same manner as other applicants



Salaried or nil-salary

Contract Academic Staff *unranked*

Definite – indefinite terms



Definite term appointments

- Initial appointment – not more than 3 years
- Reappointment – not more than 3 years

Indefinite term appointments

- Academic Associates or Senior Academic Associates continuously employed for 6 years

Notice and severance depending of length of service and classification (and certain other conditions).



CAS numbers across McGill

Faculty	Number of Included CAS Categories
AES	28
Arts	71
Dentistry	69
Education	11
Engineering	8
Engineering/Science	2
Law	3
Libraries	7
Management	23
Medicine	461
Medicine/Arts	2
Music	26
Science	77
SCS	16
TLS	6
TOTAL	810

CAS Categories Included: Ranked with salary; Unranked with salary (usually AA); Part-time, ranked and unranked

CAS numbers across McGill

Fiscal Year Faculty	Faculty Lecturer	Senior Faculty Lecturer	Assistant Professor	Associate Professor	Professor	Total
April 2016						
AES	15	4				19
Arts	30.5	6	2.5	1		40
Continuing Studies	12.5	3				15.5
Dentistry			2			2
Education	6			2		8
Engineering	2					2
Law				1		1
Management	21	1	3	1.5		26.5
Medicine	32.5		91	27.5	4	155
Music	1		1	2		4
Religious Studies			2			2
Science	12.5		1.5	2	1	17
Grand Total	133	14	103	37	5	292

Unionized Staff

- Course Lecturers

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

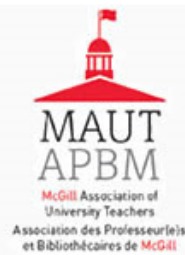
- Teaching Assistants

[\(AGSEM\) 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](#)





MAUT's Guide to the Univers(ity) RECENT AND CURRENT ISSUES

Alenoush Saroyan

November 2017

Revision of Regulations

- Appeal for Tenure
- Sabbatical leave
- Investigation of Research Misconduct
- *Conduct of Research*
- *Regulations Related to the Employment of Academic Staff*

Policies

- Merit assessment during maternity leave
- Professional Development Fund
 - Eligibility of computer related expenses
 - *Accessing fund*
- Travel Policy
 - No booking restrictions when travelling for research or teaching

Salary & Merit Negotiations

- **Salary and compensation discussions**
 - > 5% salary increase for 2014, 2015, & 2016
 - 3% for 2017 and 2.5% for 2018
 - *Negotiations for 2019*
- ***Pay Equity***
 - *Input for settlement for research assistants and its consequences for PIs*

Statements/Guidelines

- **Academic Freedom Statement**
 - **Crafted and drove acceptance of McGill's Statement of Academic Freedom**
- **Research portfolio**
- ***Service portfolio***

Agreements

- With Kids & Co. to provide guaranteed daycare access for MAUT members
- *With the McGill University Retirees' Association (MURA)*

Forums/Workshops

- *Tenure and Mentoring (annually) – April 20, 2018*
- *Mentoring*
- *Guide to University (annually)*
- Academic Freedom Forum
- Forum on Naylor Report
- Writing workshop – how to teach students
- Pension and benefits
- Forum on retirement

Achieved/Currently under discussion

On our Radar

- ***Collegiality***
 - ***Democratic input in the appointment of deans***
- ***Moving up in comparative salary ranking in U-15***
- ***Health insurance for non-residents***
- ***Strengthening our community***

Advising

- Since last spring general meeting:
 - 104 consultations/advising cases
Harassment, Workload, Conflict of interest,
Benefits, Grievance, Salary, Research misconduct,
.....

<https://www.mcgill.ca/maut/about-us/advising>