
MAUT Council Meeting

APPROVED MINUTES

September 19, 2018

McGill Faculty Club 12:00 noon

Present:

Executive: A. van den Berg, A. Saroyan, P. Rohrbach (SKYPE), N. Quitariano, D. Etzion, J. Mauzeroll

Council: S. Gaskin, L. Gonnerman, K. GowriSankaran, S. Hyde, S. Jordan, L. Munter, C. Riches, R. Sieber, N. Waters, E. Shor

Regrets: T. Duchaine, N. Hall K. Zien

MAUT Staff: H. Kerwin-Borrelli, J-A Watier, J. Varga

Guests: J. Bartlett, K. Hastings, R. Black, E. Zorychta, G. Joos, K. Parent, E. Heaman

A. van den Berg called the meeting to order at 12:05 pm.

1. Approval of Agenda

Council reviewed the Agenda for the Council Meeting on September 19, 2018. Changes were suggested. Re: #6, VP Communications, N. Hall was not present. Re: #4.1 of the President's Report would address the SBAC report and include #10 S. Hyde: Proposal to create a Health Care Benefits Monitoring Committee. J. Mauzeroll moved to adopt the Agenda with changes. Seconded by A. Saroyan. Council approved unanimously.

2. Approval of Minutes

E. Shor moved to adopt the Minutes of the June 13, 2018 Meeting. Seconded by L. Munter. Council approved unanimously. The approved minutes are posted on MAUT's website.

3. Business Arising from the Minutes

There was no report.

4. President's Report [A. van den Berg]

4.1 SBAC Report (3 docs) [E. Zorychta]

- **More frequent reporting of SBAC members to Council**

E. Zorychta presented the recent SBAC report on Benefit Plans renewals, 2019 contribution rates and contribution changes for Council's approval. There were minor changes to the Plans. MAUT's representatives on the SBAC are: T. Duchaine, A. Shrier and E. Zorychta.

There are modest increases in the health and dental premiums. There is also a modest increase in LTD but no increase in the Life Insurance Plan. All employee groups at McGill have the same non-profit plan that is administered by Manulife. The consultant firm, Willis Towers Watson [WTW], monitors the plan and premiums are adjusted according to claims from the previous year and to maintain a reserve for catastrophic events. Statistics provided by WTW include predictions on increased health care costs. For academics who retired before 2016, McGill pays 50% of the health care costs. Academics, who retired after 2016, pay 70% of these costs. There is no increase in contribution rates for Optional Life Insurance.

WTW monitors plans across Canada. Manulife charges a fixed fee. R. Sieber asked about statistics on acceptance/denial of claims. E. Zorychta commented the coverage for the Health Care Plan reflects evidence-base medical information. She noted the coverage for rising costs of new cancer drugs. If a member's claim is not covered by Manulife, she recommended (a) challenging Manulife's decision and (b) informing SBAC representatives who will look into this issue.

A. van den Berg noted the complaints expressed by Plan members are for issues not covered. SBAC members are informed and issues forwarded by members will be addressed in their meetings. A. Saroyan commented on the need for increased rapport between MAUT's SBAC representatives and Council to keep MAUT SBAC representatives aware of Council and members' preferences for coverage. A. Saroyan also reiterated the concern of members who are over 65 who pay full premiums as other members but are reimbursed at RAMQ rates for drugs. This rate is lower than the McGill policy coverage. E. Zorychta noted this will be addressed at the [MAUT-MURA] Retirement Workshop on December 4/2018.

E. Zorychta emphasized the SBAC plan covers all McGill employee groups. These groups, collectively, must approve any and all changes.

S. Hyde commented that Executive and Council are not much involved in SBAC decisions, that the membership should be consulted regularly, monitor WTW decisions and that a better Plan was in effect 10 years ago. She recommended looking at the coverage offered to other universities [e.g. Concordia], investigate health care options offered to them, and commented that coverage of preventative care and women's needs requires scrutiny.

A. van den Berg asked Council for objections to the SBAC Report. None were raised and Council approved the Report.

A. van den Berg proposed a motion:

Be it resolved that Council form a Health Care Benefits Committee to review Health Care Plans for universities. Seconded by E. Shor.

Council approved unanimously. Council noted that resources may be required.

4.2 Update on CASC

A. van den Berg commented the Provost could review the salary increase forecast for Year 3 of the current Salary Policy. The CASC Strategic Working Group will meet in October 2019 prior to the next CASC meeting. McGill salaries are currently in 12th place among U15 universities.

MAUT has requested the creation of individual Professional Development Accounts and this is an on-going discussion.

Concerning anomaly adjustments, the Administration will produce a "How To" document.

CASC discussed issues concerning the current holders of Dawson and James McGill Endowed Chairs [34] and the change from life to five-year term appointments with one option for renewal. The Provost will meet shortly with academics concerning the possibility of "grandfathering" current Chairs who hold life-term appointments. MAUT representatives on the CASC will also address financial implications for Chairs who previously held life-term appointments and Associate academics' possible postponement of their applications for Full Professors, based on conditions required for these limited-term Chair positions. The discussion will continue at CASC.

Concerning merit reviews, one issue raised referred to librarians (hired early in the calendar year or have worked only part of a year). Individuals hired in a calendar year are not eligible for merit for that calendar year and as per guidelines, receive a Category 7 merit. Librarians have requested that since often their hires start mid-year, they be included in the merit exercise even if they end up not receiving any merit. The Provost raised the point that there is a difference between being awarded Merit Category 7 status (no judgment attached), whereas a Merit

Category 4 status (implies a judgment). Furthermore, mid year start dates are not limited to librarians. With visa issues, many faculty also start at different times in the year. Both these issues will be followed at CASC with actual data on start dates.

4.3 Senate Divestment Motion

Senate has favored the divestment initiative from fossil fuel processing companies which has been forwarded to the Board of Governors. This motion was put forward by Greg Mikkelson, the Chair of the MAUT Collegiality Committee.

4.4 Pension Administration answer to MAUT's January 19/2018 divestment letter

On August 14, 2018, J. Scott, Chair, PAC [Pension Administration Committee] responded that the Socially Responsible Investment (SRI) Pool was an available option and quoting from the answer: *responds well to the needs and values of the membership of the pension plan who are looking to incorporate socially responsible investing criteria within their portfolios.*

4.5 MAUT-MURA Retirement Workshop planned for December 4/2018

MAUT and MURA will share the costs of this Workshop which will be organized by E. Zorychta and G. Lamontagne.

4.6 Meeting with Special Investigator [SI] of sexual violence on campus [Me Caroline Lemay] Question: Is Me Lemay only investigating cases of sexual violence?

P. Rohrbach noted the SI will only investigate sexual violence policies. Council inquired about the decision-making process. P. Rohrbach and J. Mauzeroll are members of a committee to review the current rules. Meetings held over the summer were attended by academics, administrative and support staff and students. R. Sieber asked who gets to decide where the "line is drawn"? J. Mauzeroll noted that all environments at McGill should be secure.

P. Rohrbach, J. Mauzeroll, J. Ruglis, S. Gaskin and R. Sieber will meet with Me Lemay, but not as an official MAUT committee. A. Saroyan emphasized that when MAUT comes up with its position, it must be endorsed by Council. There was a discussion about MAUT conducting a survey of members' opinions as to whether they agree or disagree with McGill's current policy on relationships. J. Mauzeroll proposed the following:

Be it resolved that Council ask the MAUT VP Communications to circulate a draft for a proposed members' survey of two options "agree/disagree" with the current policy on relationships and bring the text to Executive and Council for approval. Seconded by R. Sieber. The motion passed.

4.7 Update on pension deficit cost-sharing of Part A pension plan members

Academics who retired before 2009 belong to the Part A Pension Group [Defined Benefit and Defined Contribution Plan]. The Part A group had paid 2.2% of their salaries to cover the Plan's shortfall. Following the last Plan review, the contribution rate has now been reduced to 1.9% of salaries.

4.8 Martin Maltais Workshop cancelled

The workshop on Québec's funding formula was cancelled.

4.9 Update on Endowed Chairs

This was addressed in 4.2.

4.10 Update on Welcome Gathering [September 13/18]

J-A Watier, Membership Engagement Officer, reported on a successful event. 101 academics signed in, including 19 prospects and 8 guests and 4 new members signed on the spot.

4.11 Update on Travel Management Policy

A.van den Berg referred to Prof. C Lu's email which provided details concerning McGill's Travel Management Policy. H. Grosjean has replaced G. Bachar as Program Manager of Procurement Services. Vision Travel is McGill's Travel Management Provider. Minerva is used for requesting and reconciling advances.

5. Past-President's Report [A. Saroyan]

The motion to reduce the number of General Meetings from two to one was passed by Council in April 2018 and brought to the Spring General Meeting in April 2018. A quorum of 100 was not achieved and therefore, this motion will have to be decided by a referendum. This Omnivox vote will take place shortly. A clear and specific subject line will outline the objective of the motion. The preamble will include background information and links to pertinent documents. [proposed amendments to the Constitution, the By Laws and a table categorizing the changes as either "housekeeping" or "substantive".] The motion will require a "yes" or "no" response.

6. VP Communications [N. Hall]

There was no report.

7. VP Finance [D. Etzion]

D. Etzion reported on Financial Committee agendas. These included collecting information on fossil-free funds and moving forward on MAUT's divestment motion, a focus on cost-keeping and better practices, and allocations of MAUT's funds – long-time and short-time strategies.

8. VP Internal [N. Quitoriano]

The members of the Ad Hoc Committee on Administrative Overload Practices are: R. Sieber, L. Munter and N. Quitoriano. Some of the main complaints collected concern the regulations required to prepare Expense Reports, the extra NSERC and CIHR requirements and the current Centres of Excellence structure that does not meet members' needs. Concerning Expense Reports, members requested a streamlined approach and a change in policies and guidelines. J. Mauzeroll commented that grants may be held up because of extra administrative requirements. The Committee has asked for the numbers and functions of staff operating at local levels and has invited input from members about personal issues with administrative overload. Members' concerns will be reported in the upcoming MAUT Newsletter.

9. VP External [J. Mauzeroll]

J. Mauzeroll will attend upcoming CAUT and FQPPU Councils.

10. Proposal to Create a Health Care Benefits Monitoring Committee [S. Hyde]

This item was addressed in 4.1.

11. Students being permitted to double-book courses [R. Sieber]

R. Sieber reported that some students have double-booked and can remain in both courses. C. Riches noted some students may not be aware of their double-booking as their course choices could involve prerequisites. MAUT will contact Dean of Students C. Buddle for information on this issue.

12. Finance Committee Working Group on the Records of the Association [K. Hastings]

K. Hastings noted that Council is not expected to reach a decision at this meeting but to hear the recommendations of the Committee and its proposal to move forward to adopt a “Records of the Association Policy and Knowledge Management”. J. Bartlett, member of both the Finance and Records Management Committees commented this initiative is significant for the Association.

R. Black and A. Ruiz are the Archival Students who were hired to work on this Summer 2018 project. A previous Archival Student, A. Mills had submitted a report in 2013 on the current paper records only.

R. Black updated Council on their findings. They investigated the record-keeping practices of Canadian universities [U Ottawa, Dalhousie and Concordia]. The recommendations were to move to a Network Drive, maintained by McGill IT that would be exclusive to Executive, Council and MAUT Staff who would follow archival principles. There would be an email Storage Account. The recommendation was to establish a Records Clerk Position [preferably an archival student in the second year of a master’s program] to oversee the on-going records transfer using shared drive “G”.

The documents forwarded included: The MAUY Records management Policy Proposal august 2018, including:

- Appendix1 – MAUT ListServ Policy
- Appendix 2 –MAUT Records Management: Best Practices Guide
- Appendix 3 – Transition Plan: Executive
- Appendix 4 – Retention Schedules for Common Records

K. Hastings noted the Working Group would come back to Council with proposals for this vital step forward and thanked R. Black and A. Ruiz for their contribution.

13. Other Business

There was no Other Business.

14. Adjournment

Nate Quitoriano called for the meeting to be adjourned. Seconded by A. Saroyan. The meeting adjourned at 2:02 pm.

Submitted by;
Honore Kerwin-Borrelli
MAUT Administrative Officer